



Krishna Kanta Handiqui State Open University  
Patgaon, Rani Gate, Guwahati-781017  
Advertisement No: KKHSOU/Advt./2024/06  
File No: KKHSOU/New Regional Centre/10/2018/49

### **Notice inviting Tender**

Krishna Kanta Handiqui State Open University, Guwahati invites sealed quotations from registered Dealers/Suppliers for supply of the following to the office of the Regional Centre Lakhimpur & Bongaigaon. They may quote their best rate (inclusive all taxes) in the specified format given below. The quotation superscribe with “Furniture for New Regional Centre” and addressed to “The Registrar, KKHSOU, Resham Nagar, Khanapara, Guwahati – 781022” should reach the University office on or before 11-07-2024. The date and place of the opening of tenders will be declared later on.

Date: 27-06-2024

Sd/-  
Registrar

✂.....

To  
The Registrar  
Krishna Kanta Handiqui State Open University, Resham Nagar, Khanapara, Guwahati – 22

Sub: Rates for “Furniture for New Regional Centre” of KKHSOU.

Sir,  
With reference to above, I would like to offer my best rate for the following items -

| Sl. No. | Item                                     | Description    | Quantity | Rate to be Offered (Inclusive all taxes) |
|---------|--|----------------|----------|--|
| 1.      | Office Table with both side box (Wooden) | Size : 5' x 3' | 2 set    |  |
| 2.      | Office Table (Wooden)                    | Size : 4' x 2' | 2 set    |  |
| 3.      | Ceramatic Chair                          |                | 4 nos.   |  |
| 4.      | Visitors Chair                           |                | 2 nos.   |  |
| 5.      | Office Almirah (Steel)                   | 3 x 6½ ft      | 2 nos.   |  |
| 6.      | Computer Table (wooden)                  | Size : 4' x 2' | 2 nos.   |  |

Signature:  
Name of the vendor:  
Address:  
Contact No:  
E-mail:

#### **Terms and Conditions :-**

1. The Bidder shall submit the concerned fee, Technical Bid and Financial Bid separately in three envelopes and all the three envelopes should be placed inside a mother envelope.
2. Please mention the enquiry no. & date on the top of the mother envelope.
3. Please submit copy of your Income Tax Number and copies of PAN with your offer.
4. Copy of firm registration certificate/license of manufacturer/dealership certificate/trade license.
5. GST registration certificate
6. Income tax return document - last three years

7. Cancellation of Tender – Not withstanding anything specified in this tender document, Purchaser/Institute in his sole discretion, unconditionally and without assigning any reasons, reserves the rights :
  - a) To accept OR reject lowest tender or any other tender or all the tenders
  - b) To accept any tender in full or in part
  - c) To reject the tender offer not confirming to the tenders terms
  - d) To give purchase preference to Public Sector Undertakings whenever applicable as per Govt. Policy/Guidelines.
8. The Bidder should have experience in the similar nature of work (copy of the previous order should be submitted as supporting document).
9. EMD –

The BIDDER shall deposit 2.5% of the total quoted value as Earnest Money, to the Institute through the following instruments:

  - a. A crossed Bank Draft in favour of “Registrar, KKHSOU Payable at Guwahati” shall be submitted separate sealed envelope along with the quotation.
  - or
  - b. A confirmed Bank Guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the University shall be treated as conclusive proof of payment.
10. The Bidder shall enclose the Tender Fee of Rs. 500/- (Rupees Five Hundred) only in the form of DD in favour of “Registrar, KKHSOU” (Non-refundable).
11. Sample of the furniture to be inspected before placing the order.