

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002

NOTICE INVITING TENDER

Sealed quotations are invited from the reputed firms for providing and fixing of overhead steel almirahs with fixed shelves (area 228 sq. ft. approx.) in the office of University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002. as per specifications below:-

1. Doors of 20 gauges
2. Body and shelves of 22 gauges
3. The paint with proper base in inner and outer body should be of ISI marked
4. Electroplated handles with latch rod of 6 mm in diameter.
5. Good quality locking system preferably Godrej, Harrison or equivalent company on doors with 6 lever brass lock with duplicate keys.
6. Any small items in addition to above for almirah purpose.

The quotations should be accompanied with Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees ten thousand only) for each quotation in the form of Demand Draft in favour of the Secretary, University Grants Commission, New Delhi. The quotation should be superscribed as **“Quotation for overhead steel almirahs”**.

The rates should be quoted clearly indicating the applicable Vat etc. Overwriting must be avoided, otherwise quotation is liable to be rejected. The quotations will be opened by a committee in the UGC office.

Any attempt of negotiation direct or indirect on the part of a tenderer with the authority to whom he has submitted the tender or the authority who is competent finally to accept it after he has submitted his tender or any endeavour to secure any interest for an actual or prospective tenderer or to influence by any means the acceptance of a particular tender will render the tender liable to exclusion from consideration.

The Earnest Money Deposit will be refunded to the unsuccessful tenderers without any interest. However, the Earnest Money deposited by the successful tenderer will be kept as security deposit till the work done by the firm is found satisfactory by the UGC office and it will be refunded without any interest.

The PAN of the firm may be indicated. The tenderers who do not have PAN will not be considered.

Any other information, if required, can be taken from UGC office on any working day from 10.00 AM to 5.00 PM.

Sealed quotation addressed to Sh. Satish Ahuja, Under Secretary (Genl.Admn.), University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002 should reach the UGC Office in Room No.206 latest by **31.12.2008**.

The Secretary, University Grants Commission reserves the right to accept or reject any tender offer without assigning any reason thereof.

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