



Guru Gobind Singh Indraprastha University
Sec 16 C Dwarka New Delhi 110078

F.No. GGSIPU/Admissions/2014-15/5235

Dated: 5/3/14

Sub : Flex Board on MS Frame Pipe

Sir / Madam,

The University proposes to procure display boards of different sizes (atleast six in number) with information to be written on it. Therefore, sealed quotations are invited for procurement / erection/ fitting of Display Boards with written information as per the specifications mentioned below:

| SI No. | Description of the item | Unit Rate per Sq Ft |
|--------|---|---------------------|
| 1. | Flex Board on 1' x 1' MS Frame (Rate including erection, fitting charges etc.) | |
| 2. | DVAT | |
| 3. | Service taxes (if applicable) | |
| 4. | Any other tax (if applicable) | |
| 5. | Total | |

Prices must be quoted at the unit rate to be submitted in a sealed envelop in the office of Joint Registrar (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078 by 02.00 PM 07/03/2014. The quotation will also be opened on the same day i.e. 07/03/2014 at 02:15 PM by the committee of Officers. The agency / firm providing the display boards will be responsible for getting them erected and also the delivery will be considered to be at site. The text of the information required to be written will be provided by the Admissions Branch to the agency, however the agency shall be responsible to get the draft of information approved before finally writing on the display boards.

Terms and conditions

1. Rate should be quoted for the complete work including delivery at the University campus and installation/erection charges. In addition to the rates quoted for the complete work the firm will also indicate if the firm will be charging taxes like VAT, Service tax extra.
2. The firms must clearly state whether the rates quoted for the complete work are inclusive of all taxes, if not, then the percentage of taxes whichever are applicable i.e. vat, service tax giving the exact percentage of taxes which will be charged by the firm on the bill.
3. The University, while deciding the lowest L1 will consider the comparative statement on the basis of amount unit rate per sq. ft. for the work including delivery, installation/erection and taxes quoted by the firm.
4. Any firm who fails to quote the percentage of taxes as given at Sl. No. 2, 3, 4 as above will not be allowed to claim the same after award of work.
5. The firm who becomes L1 and has not quoted any percentage of taxes in the quotation will be responsible to pay the taxes to the government as applicable and no claim along with the bill for payment of taxes other than the rate quoted by the firm will be allowed by the University.
6. The payment will be made after the delivery and installation of Flex Board at the Dwarka campus.
7. Delivery and erection of display boards will be within 7 days after receipt of purchase orders.

Assistant Registrar (Admissions)

Copy to: Incharge (Server Room) – with a request to please upload this on the university's website.