



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES

Basar , Nirmal District
Constituted under the Act 18 of 2008

Ref: RGUKT-B/Proc/Civil/AutoCAD/Q25/2019, dated.09.07.2019

NOTICE INVITING QUOTATIONS

Description : AutoCAD Software for Civil Department

NIQ No : RGUKT-B/Proc/Civil/AutoCAD /Q25/2019

Last date for submission : 15.07.2019 by 05:00PM

Rajiv Gandhi University of Knowledge Technologies (RGUKT), Basar, invites sealed Quotations (single bid system) for supply and installation of AutoCAD software for Civil Department of RGUKT, Basar located in Nirmal District of Telangana State.

	Description	Qty
1	AutoCAD Software	70 Users

Bidders may quote for one or more make & models.

1. Interested bidders are requested to submit the competitive offer for the above items strictly as per the instructions and terms & conditions mentioned in this document.
2. The covers should be super scribed as **“AutoCAD software for Civil Department**
3. The quotations must be accompanied with the following:
 - a. Bidder information sheet (Annexure-I)
 - b. Price offer (ANNEXURE-II)
 - c. Non refundable Processing fee of **Rs.500/- (Rupees Five hundred only)** in the form of DD from any Scheduled Bank, drawn in favour of The Director, RGUKT, Basar, payable at Basar.
 - d. Copy of GST Registration Certificate.
 - e. Copy of PAN card
4. RGUKT reserves the right to reject any/all quotations (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

6. conditions of the Contract:
 - a. The rates mentioned shall be valid for a period of 90 days.
 - b. The items must be delivered within **10 days** from the date of award of the contract.
 - a. **Payment terms:** 100% against satisfactory delivery and installation of the materials on getting satisfactory report from the authorities concerned.
 - b. The prices should quote inclusive of all taxes, transportation, loading, unloading and installation charges.
 - c. The payment shall be made through RTGS transfer on receipt of triplicate invoice along with advance stamped receipt.
7. Submission of the quotation will signify the acceptance of all the terms and conditions of the contract. It will not be obligatory for the University to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any bidder.

8. Address for sending of sealed quotations:

Procurement Section, AB-3,
RGUKT- Basar, Mudhole Road,
Nirmal District, Telangana -504107.
Call:8886855562

Vice-Chancellor

ANNEXURE-I

The bidder information sheet:

1	Name of the organization			
2	Year of establishment			
3	Complete postal address			
4	Name & Designation of Authorized person			
5	Phone No.			
6	Fax No.			
7	Email			
8	Nature of the firm (Proprietary/partnership/etc...)			
9	Bank Details of the Agency:			
	Bank Name			
	Bank Address			
	Bank Account Number			
	IFSC Code			
10	PAN No.			
11	TIN No.			
12	Total No. of branch offices in Telangana			
13	Bid Document Fee (Non refundable)	Amount Rs. : DD No. : DD Date : Issuing Bank & Branch :		
14	Experience Details (if any):			
	S.No.	Name of the Organization (along with contact details)	Year of supply	Items Supplied

ANNEXURE-II

PRICE OFFER

S.No	Item Description	QTY	Rate	GST	TOTAL
1	AutoCAD Software	70 users			

Note:

- 1) Make and Model is to be mentioned for each item.
- 2) Bidders are encouraged to quote for all the make & models. RGUKT has right to opt for any of item based on the recommendations of the technical committee.
- 3) The prices are to be quoted inclusive transportation and installation charges.

**Signature of the bidder
along with seal**