



राष्ट्रीय शैक्षिक योजना एवं प्रशासन विश्वविद्यालय

(भारत सरकार द्वारा विश्वविद्यालय अनुदान आयोग के अधिनियम 1956 की धारा 3 के अंतर्गत घोषित)

17-बी, श्री अरविंद मार्ग, नई दिल्ली 110 016

NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND ADMINISTRATION

(Declared by the Govt. of India under Section 3 of the UGC Act, 1956)

17-B, Sri Aurobindo Marg, New Delhi 110 016

EPABX 91-11-2656 5600, 2654 4800 Fax 91-11-2685 3041, 2686 5180

E-mail nuepa@nuepa.org Website www.nuepa.org

F.No. 37-7/2014-15/GA

June 11, 2014

To

Subject: Polishing of wooden furniture.

Sir,

The National University of Educational Planning and Administration, a deemed university under the Ministry of Human Resource Development invites tender for polishing/finishing of furniture items in the NUEPA library. The list of items to be polished is enclosed at Annexure-I. The general terms and conditions are as follows:

1. The bidders should enclose attested copies of documents in respect of Trade Identification Number, PAN No., and Registration with Tax Department.
2. The bidders should enclose their profile giving details of their products and services.
3. The bid should be accompanied by an Earnest Money Deposit of Rs. 10,000/- (Rupees Ten Thousand Only). The EMD of the unsuccessful bidder will be returned after the selection of the successful bidder, whereas the EMD of the successful bidder will be returned only after successful completion of the work.
4. The tender complete in respect of all the above documents should be placed in an envelope superscribed as "Tender for Polishing Work" addressed to the Registrar, National University of Educational Planning and Administration, 17-B, Sri Aurobindo Marg, New Delhi-110016 should reach on or before 25th June 2014 upto 03.00 PM. The same shall be opened on the same day at 03.30 PM in the presence of the representatives of the firms. No late bid shall be entertained.
5. After award of work, the successful bidder will have to complete the work within 30 days, failing which the competent authority will have the discretion of imposing penalty of upto Rs. 200/ per day until the time the work is completed. In case the bidder turns out as a defaulter, the EMD will be forfeited by the University and no claim shall be entertained.
6. The payment for this work will be made within 30 days of completion of the work. No part payment shall be made by the University.
7. The rates should be quoted as per the format at Annexure-II. The material used by the vendor should be ISI marked and the make/brand of the material should be mentioned.
8. In case of any enquiry, you may contact any individual in the General Administration section at 011-26544829.
9. All the pages of the tender and enclosed documents should be signed by the bidder.

Yours faithfully,


(G. Veerabahu)
Administrative Officer

Annexure-I

S.No.	Description	Quantity
1.	Carrels	04
2.	Trolleys	05
3.	Journal Display Racks	07
4.	Stacks	78
5.	Chairs	28
6.	Tables	06



Annexure-II

S.No.	Description	Quantity	Material to be used	Total Cost (Inclusive of All taxes)
1.	Carrels	04		
2.	Trolleys	05		
3.	Journal Display Racks	07		
4.	Stacks	78		
5.	Chairs	28		
6.	Tables	06		
GRAND TOTAL				

