

# SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)  
Village-Dudhola, Palwal, Haryana-121102, E-mail: [info.svsu@gmail.com](mailto:info.svsu@gmail.com)

UAC Form – 12/12

[Referred to in Rule 12.1 (ii).55]

## SHRI VISHWAKARMA SKILL UNIVERSITY, DUDHOLA, PALWAL

### NOTICE FOR INVITING QUOTATIONS/TENDERS

NIQ No.: SVSU/2026/T&SB/E-8978/NIQ/75

Dated 29.05.2026

#### NIQ DOCUMENT

#### Subject: Invitation for Quotation for Purchase of Desert Cooler

Sealed quotations are invited from the Registered Firm (Private/ Government) for the items detailed below:

Sr. No.	Desert Cooler Details	Quantity	Rate	GST	Total Amount
1	<ul style="list-style-type: none"><li>Air Flow (CHM): 4001 to 5000 CHM</li><li>Minimum EER: 20</li><li>Capacity Tank: 100-120 liters</li><li>Filter Pad: Honey Comb</li><li>Air Control : Speed Regulator</li><li>Power Consumption: 230-240 Volts</li><li>Motor Binding: Copper Wire</li><li>Minimum Standard Warranty: 1 year</li></ul>	10			

- The sealed quotations, complete in all respects, must reach the Office of the undersigned latest by (04/06/2026) by 05:30 PM (time). The same shall be opened on 08/06/2026 at 11:00 AM in the office of Assistant Registrar, T&SB Branch, 1<sup>st</sup> Floor, Administrative Block, Shri Vishwakarma Skill University, Village-Dudhola, Palwal, HR-121102. The quotee or their authorized representatives are allowed to attend the meeting of the Quotation Opening Committee at their own costs.
- There is no provision of Advance payment in the rules of the University. Therefore, the payment will only be made against delivery of the Policy.
- The Quotation received after due date and time or incomplete shall be rejected out rightly.
- The Quotation shall be submitted in single envelope.  
The envelope shall be sealed and shall have the superscription "QUOTATION IN RESPONSE TO ENQUIRY NO. \_\_\_\_\_ DATED \_\_\_\_\_". The offer may be sent to the Assistant Registrar, T&S Branch, 1<sup>st</sup> Floor, Administrative Block, Shri Vishwakarma Skill University, Village-Dudhola, Palwal, HR-121102. The quotation, where the superscription is not mentioned on the envelope by the quotee, may not be entertained.
- The following charges and terms may be spelt out in your offer clearly:
  - F.O.R
  - Rates of VAT/Excise Duty (in per cent), if any. Please note that the University does not issue Form 'C' or 'D'
  - Payment terms.
  - Delivery period.
  - Guarantee/Warranty period.
  - After-sales service.
  - Installation charges, if any.
  - Validity period of the quotation.
  - Bank Draft charges, if any.
  - Misc. charges such as Packing & Forwarding charges, Insurance charges, etc., if any.

Assistant Registrar  
Transport & Security Branch  
SVSU, Dudhola (Palwal)

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6. The Desert Cooler survey/inspection charge and etc. may be quantified in terms of amount. These charges will not be payable against such vague statement as "Desert Cooler survey/inspection charge etc. extra".
7. Charges not mentioned in the Quotation shall not be paid.
8. The offer must be valid for a period of at least **07 Days** from the date of opening of Quotation.
9. The current price list duly authenticated by the owner with dated signature and seal along with literature/pamphlets may be supplied along with the offer.
10. Quantity may increase or decrease without any notice.
11. If the Supplier or their Principals are on rate contract with DGS&D or DS&D (Haryana), this may be mentioned specifically in the offer and a photocopy of the same, duly attested, may be appended.
12. The goods/services shall be supplied by the Supplier/vendor within the time limit specified in the supply order. The delivery period can be extended by the Assistant Registrar (T&SB) with the approval of Competent authority, only in exceptional cases on written request of the Supplier/vendor giving reasons/explaining circumstances due to which delivery period could not be adhered to. In case, the Goods/services is not supplied within the delivery period, the supplier shall be liable to pay the University the compensation amount equivalent to 10% (Ten percent) of the cost of material/services each day or such other amount as the CPC/Assistant Registrar (T & S) may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of material/Services supplied. Appeal against these orders shall, however, lie with the Vice-Chancellor, Shri Vishwakarma Skill University, Palwal whose decision shall be final.
13. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
14. As a general policy, the University tries to make 100% payment at the earliest after the receipt of material/Services subject to proper inspection, wherever applicable, and satisfaction of the Inspection Committee. No advance payment or payment against documents negotiated through Bank shall be made.
15. The acceptance of the material/inspection shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/ Experts Committee etc.
16. The acceptance of the Quotation shall rest with the undersigned who does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of Quotation without assigning any reason therefore. The undersigned also reserves the right to accept Quotation in part i.e. any item or any quantity and to reject it for the rest.
17. **It may be certified that you have not been debarred/ blacklisted** for any reason/period by DGS&D, DS&D (Haryana) or any other Central/State Govt. Dept./University/PSU etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the supply order, but may also warrant legal action.
18. In case, any other information/clarification is required, the undersigned may be contacted at Telephone No 9582735287 on any working day (Monday to Friday) during office hours (09:00 a.m. to 05.30 p.m.).
19. The dispute, if any, shall be subject to the jurisdiction of Courts at Palwal. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/distributors/dealers/suppliers etc. shall be invalid and shall have no legal sanctity.
20. Terms and conditions printed on Quotation/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the or shall be construed as your agreement to all the terms and conditions contained in the order.

  
Assistant Registrar  
Transport & Security Branch  
SVSU, Dudhola (Palwal)

**Annexure-II: Technical Bid Format**

Sr. No.	Particulars	To be filled in by the tenderer
1	Name of the Agency	
3	Date of establishment of the agency	
4	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
5	Whether the firm is registered under Company Act, partnership, or proprietorship. (Copies of all certificates of registration to be enclosed.)	
6	PAN/TAN Number (copy to be enclosed)	
7	Sales Tax/VAT /GST Registration Number (copy to be enclosed)	
8	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to attach in this regard.)	
9	Experience in dealing with Govt. Departments/PSU attach copies of supply orders placed on the agency)	
10	Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached.	
11	Whether agency profile is attached?	
	Place:  Date:	Signature of the Bidder  With Office Seal

