

DAYALBAGH EDUCATIONAL INSTITUTE
(Deemed to be University)
DAYALBAGH, AGRA-282005

Notice Inviting Tenders

Limited tender No: DEI/CAO/Publication/AR(A)/2020-21/TDR-2

Date: 29.10.2020

Sealed tenders are invited from the Authorized dealers or Agencies empanelled at DAVP (Now BOC) Bureau of Outreach and Communication for publication of vacancy notification in the local and All India news papers:

Sl.No	Item	Size in sq.cm (Approx.)
1	Agra edition	8 x 15 = 120 (Approx.)
2	All India edition	8 x 15 = 120 (Approx.)
3	Employment News (full page+ ¼ page)	(25x38)+(15x25) (Approx.)
4	A.I.U. – Cover Inside	Full Page

The tenderer shall be required to submit the Earnest Money Deposit (EMD) for an amount of **Rs.6,000/-** by way of demand drafts/banker's cheque/FDRs (refundable) and a non-refundable tender fee for an amount of **Rs. 200/- (Rupees two hundred only)** by NEFT/RTGS.

Note: Central Purchase Organization, Small Scale Industries/ National Small-Scale Industries Corporation shall be exempted from payment of Earnest Money Deposit. Tenderer seeking exemption should enclose a self-attested photocopy of valid registration certificate with NSIC.

(The Earnest Money will be liable to be forfeited if quotation is not honored or if contract is not signed with the Institute, after the award is made to the Tenderer)

1. Time and last date of submission of the Bid: 11.00 am on 19.11.2020
2. Time of Bid Opening: 11.30 am on 19.11.2020
3. Venue of Bid Opening: Conference Hall, CAO, Dayalbagh Educational Institute in the presence of bidders who want to be present at the time of opening of bid.

Interested bidders may post (at the above address) or put the tender documents completed in all respect and other requisite documents in the tender box kept in the General Section, CAO, Dayalbagh Educational Institute, Dayalbagh, Agra- 282005. The bidders are also informed that they may come personally or send their representative to be present at the time of opening of bid. Please note that tender box shall be opened at the time mentioned above irrespective of whether bidders himself or any of their representative are present or not. The tenders shall not be entertained after this deadline under any circumstances what so ever. For more details please visit the Institute's website <http://www.dei.ac.in>. or send their queries, if desired at e-mail ID generalsectiondei@gmail.com or contact Shri C. B. S. Yadav-9258168545 or Dr. S. D. Sinha-9368844441.

Registrar
Dayalbagh Educational Institute
Dayalbagh, Agra-282005

General Terms & Conditions

Note: Bidders must submit the following primary information/documents with the quotation. Bidders will have to indicate these particulars in their quote failing which the offer may be rejected. Please do produce the related documents whenever required by the Institute.

1. Trade License/Company Registration No.
2. Goods / Service Tax Regn. No.
3. Income Tax PAN No.
4. Firm's Bank A/c details
5. Bidders should quote rates as per details/specifications mentioned in notice inviting Tender. The Institute reserves the right to place order for each job to single/separate vendor(s) if necessary.
6. Bidders must indicate if their rate is inclusive of Taxes and duties, if any.
7. Preference will be given to the vendors who are empanelled in the list of DAVP (BOC) or quote at DAVP rates.
8. In case opening date of Tender happens to be holiday, tender will be received and opened on the next working day at the same time and same place. Quotation received after the closing date will not be entertained and revision in the price will render the bid invalid. Quotation should indicate clearly the period of Validity, preferably not less than 45 days.
9. Bids will be evaluated after equated comparison of offers upon calculating all tax/cess/surcharge/discount/other charges with price.
10. Bidders will have to submit Bills/Invoices, if ordered, to this office in triplicate duly pre-receipted and supported by the relevant documents (i.e. copies of publications) for audit and payment directly in your bank account through RTGS/NEFT. Generally, payments can be expected within one month and are made against acceptance of jobs completed.
11. The Institute is not bound to accept the lowest rate or any other offer and the acceptance of the offer is entirely at the discretion of the Committee.
12. The Institute reserves the right to revise or alter the specifications before acceptance of any tender and accept or reject any or all tenders, wholly or partly or close the tender without assigning any reason whatsoever.
13. The Bidder shall be required to submit the amount of **Earnest Money Deposit (EMD)** by way of demand drafts/banker's cheque/FDRs as mentioned in the Notice Inviting Tender which is refundable. The demand drafts/banker's cheque/FDRs etc. shall be drawn in favour of "**Dayalbagh Educational Institute, Agra**" payable at Agra. The **Tender Fee** is payable by way of NEFT/RTGS in **Savings Bank Account No.000300009201** in the name of **DAYALBAGH EDUCATIONAL INSTITUTE** at Radhasoami Urban Cooperative Bank Ltd. at Dayalbagh, **IFSC Code- IBKL0080RUC**. Please note the Tender Fees is non-refundable. The bidders may seal financial bids and put it along with envelope containing demand drafts/banker's cheque/FDRs for **Earnest Money Deposit (EMD)** (validity 45 days beyond final bid) and UTR number of Tender Fees remitted,
14. in a bigger envelop, super-scribed with tender number and due date of submission on the bigger envelop and addressed to :

**"The Registrar
Dayalbagh Educational Institute,
Dayalbagh, Agra – 282005,
Uttar Pradesh"**

- a.) The firm(s) that are registered with the National Small Industries Corporation (NSIC) / or Small-Scale Industries (SSI) are exempted from furnishing the EMD. Self-attested photocopy of the valid registration certificate must be enclosed with their bid.
- b.) Any bids without the demand drafts of EMD and tender fee will be rejected. The Institute will not be liable to pay any interest on such an amount. The EMD shall be forfeited, if the Bidder withdraws its bid during the period of validity of Tender. **Bids are invited under single stage bidding system.**

15. Arbitration and Laws: In case of any dispute or difference arising out of or in connection with the tender conditions / order and Contract, the Institute and the Supplier will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Institute. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Agra only. The resolution of the Arbitrator shall be final and binding on both the parties.
16. Jurisdiction: The courts at Agra alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender /contract. It is specifically agreed that no court outside and other than Agra court shall have jurisdiction in the matter.

Registrar, DEI