

TERMS & CONDITIONS

1. The materials supplied should confirm to the relevant ISI and the specifications stipulated in the schedule.
2. The rate quoted should be fixed and not subject to any variation thereof.
3. The firm should be prepared to supply any materials as per the rate contract within three days from the date of request. In the event of failure in supplying the materials within three days, the Engineer-in-charge shall have the powers to purchase the same from open market and the excess expenditure if any incurred towards such purchase the same shall be recovered from the agreed supplier/firms.
4. The materials shall have to be delivered at the University premises.
5. The payment will be made after satisfactory supply of materials. For keeping proper account, delivery challans should be issued for every purchase. The signatures of the concerned Engineer should be obtained in the delivery challans after each supply.
6. If the supplier is having the rates for any item under DGS&D rate contract the same may also be furnished in as separate sheet quoting the Sl.No of the item and the brand which are available.
7. The supply order will be issued either in part or in whole.
8. The Registrar shall have the powers to accept or reject any or all tenders without assigning any reason.
9. The quantities mentioned in the schedule are only tentative and they are liable to vary according the requirements.

10. The materials procured, if found not suitable at the site of work, the same are liable for exchange, otherwise the value of such rejected materials shall be refunded by the supplier.
11. EMD should be remitted in the form of Demand draft in favour of “The Finance Officer” Pondicherry University, Puducherry payable at any one of the nationalized bank at Puducherry.
12. If the supplier is the authorized dealer/ distributor for any item, a copy of the dealer/ distributor certificate may be enclosed with the tender.
13. The rate of each item of work to be quoted only in the scheduled format as per this tender. If it is submitted in any other format the same will not be considered and liable for rejection.
14. All pages of tender document shall be signed by the tenderer. Corrections if any should be attested by the tenderer. If not so attested, the time concerned shall not be considered for comparison.
15. The rate is inclusive of all charges on freight, GST and all other taxes etc.
16. The broken and defective items shall be replaced within 10 days time positively.

List of Documents to be submitted along the tender:

- 1) Proof of GST Certificate.
- 2) Proof for OEM/ distributor/ dealer for the materials to be supplied if any may be enclosed

Name and Signature of the firm/Agency

Head (Civil & Electrical)