



Mahatma Gandhi University

Priyadarsini Hills P.O., Kottayam, Kerala - 686 560

(Established by Kerala State Legislature by Notification No. 3431/Leg. C1/85/Law, dated 17th April 1985)

107334/UNIVERSITY LIBRARY 2/2023/Unvty Lib

20.02.2024

SHORT TENDER NOTICE

Ref No:17657/ADB4-1/2024/ADB4

Dt:19.02.2024

Sealed tenders are invited from reputed firms and their authorized dealers to supply the below mentioned Items to Mahatma Gandhi University Library, Mahatma Gandhi University, Priyadarshini Hills P.O., Kottayam.

Sl.No	Item	Specifications	Numbers
1.	Supply and Installation of Air Conditioner	2 TR Inverter Split AC (3 Star)	04 Nos
2.	Supply and Installation of Air Conditioner	1.5 TR Inverter Split AC (3 Star)	01 Nos

TENDER DETAILS

Earnest money deposit (EMD) :- EMD calculated @ rate 1 % of the purchase assessment cost (PAC) Subject to a minimum of Rs.1500/- should be paid by the firm. The EMD should be enclosed with the tender in the form of **Demand Draft** drawn in favor of the **University Librarian, Mahatma Gandhi University Library , Mahatma Gandhi University** and shall be **payable at SBI, MG University Campus Branch.**

Tender Form

Tender form can be had from the **University General Store** on all working days by submitting the E-payment receipt in respect of the tender fee remitted online. (*Tender fee can be remitted online through www.mgu.ac.in - online payment portal - miscellaneous - cost of tender form*)

Tender fee shall be calculated @ rate of 2% of PAC rounded to the nearest multiple of Rs.100/- subject to a minimum of Rs.400/- and maximum of Rs.1500/- + GST @ 12%.



Enquiry: 0481 - 2731020, 2733300
Registrar: 0481 - 2731007



mgu@mgu.ac.in
registrar@mgu.ac.in



www.mgu.ac.in

For ensuring the guaranty, terms and conditions, etc. relating to the articles supplied, and Agreement in stamp paper worth Rs.200/- must be submitted by the qualified bidder along with a security deposit @ 5 % of the PAC.

Last date for submission of completed Tenders : 27th **February, 2024**

Closing of acceptance of completed Tenders : 27th **February, 2024; 01:30 P.M**

Date and time of opening the tender : 27th **February, 2024; 02:00 P.M**

SPECIAL CONDITIONS:

1. Quoted price should be inclusive of all taxes, freight, loading & unloading and installation charges.
2. Details such as make, model, mode of operation, etc., should be clearly mentioned in the quotation.
3. Customs/Excise duty exempted price shall be quoted.
4. Quoted rates should have at least Three months validity period.
5. Warranty conditions ,nearest servicing centers details ,user reference, necessary supporting catalogues and demonstration should be provided
6. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
7. If the last date for receipt of quotations is declared a holiday the next working day shall be the last date for the purpose.

The bids shall be opened at the date and time specified. Further details can be had from the office of **The University Librarian, Mahatma Gandhi University Library, Mahatma Gandhi University, Kottayam, Kerala-686560**, on all working days during working hours. The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.

LETHA ARAVIND
ASSISTANT LIBRARIAN