

RAIGANJ UNIVERSITY

College Para, Raiganj

**NOTICE INVITING QUOTATION**

Tender Ref.: R-105/2025

Dated. 17.07.2025

Sealed Quotation on company pad as per format given in annexure – A are hereby invited and will be received by the Engineering Section (Civil) of Raiganj University in the Tender Box kept in his office till the date and up to the time specified herein.

1	Name of the work	Annual Maintenance for Pest Control Spray at Administrative Building in the campus of Raiganj University.
2	Name and Address of the office	Raiganj University, College Para, Raiganj, Uttar Dinajpur, 733134
3	Quotationers who are eligible to submit quotation	Reputed, resourceful, experienced & bona-fide vendor.
4.	Minimum Experience	At least one project work completion in any Govt. / Semi Govt. / Govt. Aided Organization.
5.	Date of starting purchase of quotation paper	18.07.2025
6.	Last date of submitting quotation papers	25.07.2025
7.	Opening of Quotation	To be notified later
8.	Documents to be submitted along with the application	<ol style="list-style-type: none">1. Copy of Valid Trade License.2. Copy of Latest Plant Protection & Quality Control Certificate (PP&QC).3. Copy of PTPC & Current Challan.4. Copy of PAN Card.5. Copy of GST Certificate with Latest Return.6. Copy of Credentials (Similar Nature of Work).
9.	Quotation papers	On Company's pad as per format given in Annexure-A & B.
10.	Security Deposit	3% of the Quoted Value.

[Signature] 17/7/25
DR. DURLAV SARKAR
Registrar
Raiganj University
Raiganj, Uttar Dinajpur
Pin-733134

Terms & Condition:

1. The accepting authority reserves the right to reject any or all the quotations without assigning any reason thereof.
2. The participating bidders are required to quote their rate in prescribed format in their letter pad.
3. The rate should be quoted in percentage basis.
4. No conditional / incomplete documents will be accepted under any circumstances.
5. Schedule Preventive Maintenance has to be done once in each month on Saturdays/ Weekdays after 2 PM.
6. Initially, the agency will engage for period of 6 months .However, the contract will be renewed/extended for further period of 6 months (maximum up to 01 year) subject to the satisfactory performance of the Agency.
7. The contractor shall provide tools to the deployed skilled person for maintenance works.
8. The Contractor/Agency should visit the site for physical assessment before quoting the rates.
9. The contractor must engage experienced staff for the supervision of these works, which should be familiar with the same nature of work.
10. The contractor must ensure safety of all goods and his skilled staff at the site.
11. The contractor must take all necessary precautions for carrying out the above operation. In the case of any injury / accident to any person, the responsibility and liability will be entirely on the contractor.
12. The agency should take care all the safety measure/precaution during execution of the job maintaining prevailing safety rules & regulation of respective State Government/Central Government.
13. The quality of the Pesticides/ Chemicals should be at par with the Standard of Central Insecticides Board & Registration Committee (CIB&RC).
14. The reserve price for the entire work is Rs. 99000.00. The bidder who will provide lowest rate for the work will be selected.
15. Payment to the agency shall be made on Monthly Basis after completing the job with necessary certification of Engineer- in- charge.
16. Statutory deduction as applicable shall be made from the bill of the agency.
17. University will award the Contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially. University also reserves the right to reject any or all the tenders, wholly or partially, without assigning any reason thereof.


17/7/25
Registrar
Raiganj University

DR. DURLAV SARKAR
Registrar
Raiganj University
Raiganj, Uttar Dinajpur
West Bengal, Pin-733134

UNDERTAKING
(ANNEXURE-B)

1. I undertake that all of the above information and documents furnished against the prescribed columns are true to the best of my knowledge and belief.
2. I have also gone through all the terms & conditions meticulously and I undertake to comply with same sacrosanct.
3. The rate quoted by me will be valid and binding upon me for the entire period as stipulated in the NIQ.
4. If I fail to complete the work within the period stipulated in the work order due to my own fault/ inconvenience, the University shall reserve the right to forfeit the Security Deposit in this regard and also debar me from participation in the Tender process of the University for the following 03(three) consecutive years.
5. I shall maintain the specifications of the materials as per NIQ and shall replace the sub-standard materials at my own cost.
6. I undertake that I have not been debarred/ delisted by any State/Central Government Organization or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies during the last three consecutive years up to the last date of submission of Tender.

Date:
Place:

Signature of the Applicant

Annexure-A

Name of Work: Annual Maintenance for Pest Control Spray at Administrative Building in the campus of Raiganj University.

Location: 1. Chamber of Hon'ble Vice-Chancellor, 2. Conference Hall, 3. Chamber of Registrar, 4. Chamber of Assistant Registrar, 5. Chamber of PG Council Secretary, 6. Chamber of Civil Engineer, 7. Chamber of SSO, 8. Registrar Branch 1, 9. Registrar Branch 2, 10. Chamber of Electrical Engineer, 11. Chamber of UG Council Secretary, 12. Girls' Common Room, 13. Room of COE Branch (beside MBA Dept.), 14. Finance Receive Section, 15. Ph.D. Section.

Tender Inviting Authority: Raiganj University

Tender Ref. No.: R-105/2025 Date 17.07.2025

Name of the Tenderer/ Bidder:

Sl. No.	Item Description	Quantity	Unit	Estimated Amount (with GST)
	<u>Maintenance:</u> Pest Control Spray for Anti-Termite Timber Treatment of 15 nos. of the Offices at Administrative Building of Raiganj University.	1	Lot	99000/-
		Excess(+)	%	
		Less (-)	%	
	Quoted Rate in Figures:			

Quoted Rate in Words:

Signature of the Tenderer/ Bidder