

RAIGANJ UNIVERSITY
P.O RAIGANJ, DIST. UTTAR DINAJPUR, WEST BENGAL
PIN – 733134, INDIA



Ref No. *Fin-17/26*

Date *03.07.2026*

Quotation Notice for Procurement of Equipment

Sealed Quotations are invited from reputed vendors for Procurement of Equipment in the Department of Zoology, at Raiganj University. The eligible Manufacturer / Vender may follow the instructions as given below for submission of their tenders.

Sl. No.	Particulars	Date
1.	Published Date	03.07.2026
2.	Bid Submission Start Date	03.07.2026
3.	Bid Submission End Date	10.07.2026
4.	Bid Opening Date	TO BE NOTIFIED LATER

Completed quotation shall be sent on or before **10.07.2026** to the following address: “**To The Finance Officer, Raiganj University, College para, Raiganj, Uttar Dinajpur, 733134**”.

Submission of Tenders

Technical Bid

The Technical Bid should contain copies and/or declarations in the following standardized formats:

- Copy of GST certificate,
- Copy of PAN card,
- Copy of valid Trade License
- Credential: Copy of the purchase order and Payment Certificate / installation certificate,
- Last three years ITR

Financial Bid

The Financial Bid should contain the rate of the equipment as mentioned in the tender notice.

Details of Equipment: REMI R8C Laboratory Centrifuge

03.07.2026
Finance Officer
Raiganj University
Finance Officer
Raiganj University
Uttar Dinajpur

TERMS & CONDITIONS REGARDING PURCHASE POLICY:

1 **Bid Information:**

A) Bidder must quote for all the items in the Financial bid. Quotation for the single item/partial quotation will not be considered and the tender will be rejected in that case.

B) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

2 **Evaluation of Quotation:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive stage wise. Firstly, Technical Bid will be evaluated based on and thereafter Price Bid for technically qualified bidders will be evaluated for selection of vender.

3 **Award of Contract:** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially for all the instruments mentioned in tender documents. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.

4 **Warranty:** The vendor shall be fully responsible for the comprehensive onsite warranty in all respect of the Products. including spares and services for a period of three years from the date of installation. Warranty will be effective from the date of joint installation Report.

5 **Manufacturer's Authorization:** Document in support of Manufacturer/Dealer and Service Provider has to be submitted along with the tender paper. If the bidder is not the manufacturer, proper manufacturer's authorization and warranty from manufacturer is required.

6 **Time Schedule:** The supply and installation work must be completed within 15 days from the date of receipt of the Work order.

7 **Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of forty five days from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.

8 **Place of delivery:** Department of Zoology, Raiganj University, Raiganj, Uttar Dinajpur, PIN -733134.

9 **Payment Schedule :** Payment to be made after delivery, installation and certification by the Head, Department of Zoology.

10 **Quantity Changeability:** Quantity as stated in the tender document may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons.

11 **Requisite Documents to be submitted:** Bidder must have adequate documents relating to Trade License, G.S.T, PAN and other documents.

12 **Disposal of Disputes:** In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Raiganj University jurisdiction only.

13 The Tender Selection Committee reserves to right to cancel the tender. due to unavoidable Circumstances and no claim in this respect will be entertained.


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