



# UNIVERSITY OF ALLAHABAD

(A Central University)

## Limited Tender Enquiry (LTE)

Quotation Ref. No.: SPC/31 /2021

Date: 04.08.2021

To, \_\_\_\_\_

Dear Sir,

Quotations are invited in a sealed envelope for making the University Medals (Bronze, Silver and Gold) approx. 270 in number for the Convocation-2021. The Bronze and silver medals shall be of Bronze and silver, as the case may be, Gold medals should be made up of silver with Gold plating. **It must be noted that the bronze Medals shall be of pure Bronze and the purity of Silver used in the Gold Medals and silver Medals shall be of 70 Percent.** On one side of Medal the crest of University shall be engraved as per sample of the seal and on the other side of the medal, the name of recipient shall be engraved. In chancellor Medal, the seal of the Govt. of India will be embossed.

Please submit your quotations superscripted with 'Quotations for Medals for Convocation-21' and sent to 'The Purchase Officer, University of Allahabad, Prayagraj, UP, PIN-211002' in a sealed envelope through registered post/courier latest by **17.08.2021 till 05.00 P.M.**

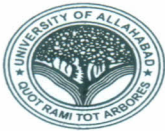
**Tender deposit in form of EMD of amount Rs.40000/ only must be submitted through the Demand Draft in favor of "Finance Officer, University of Allahabad".**

<u>Price Bid</u>				
Sl.No.	Description	Qty(approx.)	Price per unit	Total Amount in Indian Rs. (In words also)
1.	Gold medal (Gold plated silver medal) (Medals shall be in Round shape; Diameter-5cm; Weight- 50 g )	240		
	a.) Engraving charges per letter (the name of recipients, name of medal description of the prizes and letters around the crest of the University) of Medal			
	b.) Engraving charges of the crest of the University			
	c.) Making charges of Gold Medals (Gold Plated Silver Medal			
<b><u>Total Amount for Complete Gold Medal</u></b>				
<b><u>(GST should also be mentioned)</u></b>				
2.	Silver Medal (Medals shall be in Round shape; Diameter-5cm;	15		

	Weight- 50 g )			
	a.) Engraving charges per letter (the name of recipients, name of medal description of the prizes and letters around the crest of the University) of Medal			
	b.) Engraving charges of the crest of the University			
	c.) Making charges of Gold Medals (Gold Plated Silver Medal			
	<b><u>Total Amount for Silver Medal</u></b>			
	<b><u>(GST should also be mentioned)</u></b>			
3.	<b>Bronze Medal</b> (Medals shall be in Round shape; Diameter-5cm; Weight- 50 g )	15		
	a.) Engraving charges per letter (the name of recipients, name of medal description of the prizes and letters around the crest of the University) of Medal			
	b.) Engraving charges of the crest of the University			
	c.) Making charges of Gold Medals (Gold Plated Silver Medal			
	<b><u>Total Amount for Bronze Medal</u></b>			
	<b><u>(GST should also be mentioned)</u></b>			
<b>All medals must have small Ring for hanging it with Blue Ribbon printed with 'University of Allahabad'</b>				



(Dr. Abhishek Kumar)  
Purchase Officer  
Purchase & Store Department  
क्रय अधिकारी  
Purchase Officer  
इलाहाबाद विश्वविद्यालय  
University of Allahabad



# UNIVERSITY OF ALLAHABAD

## Terms & Conditions for LTE

1. Quotation received after due date and time shall summarily be rejected.
2. Unsolicited/ conditional/ unsigned tenders shall not be considered.
3. Rates must clearly indicate all taxes and discounts offered, if any.
4. No price negotiation will be entertained in normal course of action
5. **The Firm will be required to supply all the medals within 15 days from receipt of order.** The offered delivery period shall have to be strictly adhered to in case an order is placed.
6. Certificate that the purity of Gold, Silver and Bronze is as per specification by UoA. be Submitted by Vendor on Supply of medals..
7. IT would be recovered as per rules. Kindly furnish your GST No. in the quotation for our record.
8. Payment shall be made after satisfactory supply of materials at the University Campus
9. Any Tender which proposes any alterations to any of the terms and conditions laid down or proposes any other terms and conditions of any description whatsoever shall be binding on the Bidder.
10. University of Allahabad reserves the right to accept any tender either in full or in part, to reject all the tenders without assigning any reason. In the case of acceptance of part of the tender, completion time may also be reduced to the extent considered appropriate, by the University.
11. All disputes arising out of or in any way connected with this Tender shall be deemed to have arisen at **Prayagraj District (U.P.)** and only Courts in **Prayagraj District (U.P.)** shall have jurisdiction to determine the same.
12. Terms & conditions of purchase as per University of Allahabad rules shall be applicable.
13. Tender should be addressed to 'Purchase Officer, Purchase & Store Department, University of Allahabad, Prayagraj, UP, Pin 211002'
14. If required number of quotations will not be received by the last date of the LTE the date may be extended as per rule.
15. Quotations will be received only through couriers/post in Purchase cell, UoA, Quotations received after the due date and time shall not be considered.
16. Vendors/supplier having their workshop in Allahabad may be given preference.
17. Vendor/supplier are advised if required to visit site, inspect sample of medal or drawing for this purpose and other document pertaining to work by making prior appointment with the concerned person giving sufficient time. The contact details of concerned person is as follows: Prof. Vandana Singh, (Chairperson, Convocation Medal Committee-2021) Deptt of Chemistry, UoA.
18. The number of medals may increase or decrease. In such a case the same terms and condition shall be applied.
19. All the above instructions and our standard terms and conditions must be complied; failing the bid may be liable for rejection.
20. Quotations will be received **only through courier/post in Purchase Cell, UoA.** Quotations received after the due date and time shall not be considered



**UNIVERSITY OF ALLAHABAD**  
(A Central University)  
**Supplier Profile Form**

1. Firm's Name : \_\_\_\_\_
2. GST No. : \_\_\_\_\_
3. Owner's Name : \_\_\_\_\_
4. Full Postal Address: 1. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_  
2. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
4. E-mail address : \_\_\_\_\_
5. Website address : \_\_\_\_\_
6. Contact Person's Name : \_\_\_\_\_
7. Contact No. : Phone No. \_\_\_\_\_ Mobile No \_\_\_\_\_  
E-mail: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_
8. GST NO : \_\_\_\_\_
9. PAN NO. : \_\_\_\_\_  
(Enclose Xerox copy)
10. Shop Act Registration No : \_\_\_\_\_  
(Enclose Xerox copy)
11. Current Bank Account No : \_\_\_\_\_
12. Manufacturer or Supplier : \_\_\_\_\_  
(In case of supplier please enclose authorization of your Principal)

Item wise rate list, with available discount (if any), is attached.

Note: Supplier must print GST No. on their Letter Head / Bill / Quotations.

Signature with Seal

## Mandate Form for Payment

### Public Fund Management System(PFMS) Facility for receiving Payments

#### **Details of Account Holder/Firm:**

1.	Firm/Contractor/Agency	
2.	Name of Account Holder	
3.	Complete Contact Address	
4.	Telephone Number	
5.	E-mail	

#### **Bank Accounts Details:**

1.	Name of the Bank viz. SBI/PNB	
2.	Branch Name with Complete Address	
3.	Telephone Number and E-mail of Bank Branch	
4.	Whether the Branch is computerized?	
5.	Whether the Branch is RTGS enabled? If yes, then what is the Branch's IFSC Code?	
6.	Is the Branch also NEFT enabled	
7.	Type of Bank Account (SB/Current/Cash Credit)	
8.	MICR Code of Bank	
9.	Complete Bank Account Number	
10.	Repeat Bank Account Number	

Date:

Signature of Customer

I hereby certify that all the details mentioned above are true to my knowledge and belief.

Bank Stamp

Signature of Branch Manager  
Name.....  
Mobile No.....  
E-mail.....