

SHRI VISHWAKARMA SKILL UNIVERSITY, DUDHOLA, PALWAL

NOTICE INVITING QUOTATIONS

SVSU/GBT/2025/4776/156

Dated:13/10/2025

NIQ DOCUMENT

Subject: Invitation for Quotation for supply of coffee dispensing machine on rentals basis.

Sealed quotations are invited from the Company/manufacturers/exclusive distributors/ authorized dealers/suppliers/re-sellers for the items detailed below on rentals basis:

S. No.	Details of items	Unit	Quantity
1	Automatic coffee dispensing machine	Nos	01

1. The sealed quotations, complete in all respects, must reach the Office of the undersigned latest by **19/10/2025** (date) by **05:00** PM (time). The same shall be opened on **21.10.25** at **10:00** AM in the office of **DEPUTY REGISTRAR, GENERAL BRANCH, 1ST FLOOR, ADMINISTRATIVE BLOCK, SHRI VISHWAKARMA SKILL UNIVERSITY, VILL-DUDHOLA, PALWAL, HR-121102**. The quotees or their authorized representatives are allowed to attend the meeting of the Quotation Opening Committee at their own costs.
2. The Quotation received after due date and time or incomplete shall be rejected outrightly.
3. The Quotation shall be submitted with Technical & Financial documents contains details in sealed envelope.
Envelope Should contain all technical details of the machine / machines models available along with the specifications / maintenance schedules/ Rentals / All other commercials detail required to be submitted.
The Sealed Envelope to be sent to the **DEPUTY REGISTRAR, GENERAL BRANCH, 1ST FLOOR, ADMINISTRATIVE BLOCK, SHRI VISHWAKARMA SKILL UNIVERSITY, VILL-DUDHOLA, PALWAL, HR-121102**. The quotation, where the superscription is not mentioned on the envelope by the quotee, may not be entertained.
4. **The following charges and terms may be spelt out in your offer clearly:**
 - i. F.O.R at SVSU, Dudhola, Palwal, HR-121102
 - ii. GST applicable in %.
 - iii. Monthly rentals and Payment terms & conditions.
 - iv. Delivery period.
 - v. Guarantee/Warranty period.

- vi. After-sales service.
 - vii. Installation charges, if any.
 - viii. Validity period of the rental contract and quotation.
 - ix. Security deposit charges, if any.
 - x. Misc. charges such as Packing & Forwarding charges, Insurance charges, etc., if any.
5. The packing, forwarding, freight, insurance charges etc. may be quantified in terms of amount. These charges will not be payable against such vague statement as "packing, forwarding, freight and insurance charges etc. extra".
 6. Charges not mentioned in the Quotation shall not be paid.
 7. FOR shall be Shri Vishwakarma Skill University, Palwal. The rates quoted ExGodown can be rejected.
 8. The offer must be valid for a period of atleast **three months** from the date of opening of Quotation.
 9. The current price list duly authenticated by the proprietor/owner with dated signature and seal may be supplied along with the offer.
 10. Quantity may increase or decrease without any notice.
 11. If the Supplier is on rate contract with DGS&D or DS&D (Haryana), this may be mentioned specifically in the offer and a photocopy of the same, duly attested, may be appended.
 12. The goods shall be supplied by the Supplier within the time limit specified in the supply order.
 13. As a general policy, the University tries to make 100% payment at the earliest after the receipt of material subject to proper installation, wherever applicable, and satisfaction of the Inspection Committee. No advance payment or payment against documents negotiated through Bank shall be made.
 14. The acceptance of the material shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/ Experts Committee etc.
 15. The acceptance of the Quotation shall rest with the undersigned who does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of Quotation without assigning any reason therefore. The undersigned also reserves the right to accept Quotation in part i.e. any item or any quantity and to reject it for the rest.
 16. In case, any other information/clarification is required, contact at 7290001949 on any working day (Monday to Friday) during office hours (9 a.m. to 5.30 p.m.).
 17. The dispute, if any, shall be subject to the jurisdiction of Courts at Palwal. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/distributors/dealers/suppliers etc. shall be invalid and shall have no legal sanctity.

18. Terms and conditions printed on Quotation/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
19. SVSU reserves the right to cancel the NIQ at any stage.

Specifications of Coffee Machine

Specifications	Remarks
Type/Category/	Coffee Machine – Fully Automatic
Display Type/Technology	Push button / Touch
Type of Machine	Beans to cup
Beans Hopper	Yes
Milk container	Yes (Internal or External)
Beverages Option -	Cappuccino / Hot Milk/ Espresso /Black coffee
Steam Nozzle	Yes
Hot Water dispenser nozzle	Yes
Self-Cleaning	Yes
Continue dispense function	Yes
Bean hopper capacity	1 KG
Other Accessories	Included
Periodic Maintenance	Yes
Installation & Commissioning	Yes


Dr. Lalit Kumar Sharma
(Deputy Registrar)
Shri Vishwakarma Skill
University Durgam Chak, Bhopal
Deputy Registrar/General Branch

