



Ref. No: SVSU/2026/SDAS/324

Dated: 27/4/26

**Notice Inviting Quotation For**  
**Annual Empanelment for Raw Material(Metal) on periodic basis for Advance Welding Lab**

1. Sealed quotations are invited on or before 15 days from the date of publishing the NIQ after approval from the competent authority up to 05:00 PM from the reputed firms/organizations/dealer/suppliers for empanelment of Raw Material (Metal) on a periodic basis for one year required for Advance Welding Lab. The bid criteria, technical specifications, and compliance sheet are attached as Annexure-I.
2. Interested and eligible reputed firms/organizations/dealers/suppliers are requested to quote minimum price along with complete terms and conditions regarding the validity of rates, delivery period, items as per specifications, payment terms & conditions taxes etc. A conditional bid will not be accepted.
3. The sealed quotations, complete in all respects, must reach by post/by hand in the office of Skill Department of Automotive Studies, Shri Vishwakarma Skill University, Dudhola, Palwal-121102 latest by 15 days from the date of publishing the NIQ after approval from the competent authority.
4. "Quotations invited for annual empanelment of Raw Material (Metal) for Advance Welding Lab" must be clearly written on the sealed envelope. The quotation received after the due date and time or incomplete shall be out rightly rejected.
5. TDS and GST are amended from time to time by the Government and will be deducted by the University from every bill of the agency.
6. Charges not mentioned in the quotation shall not be paid.
7. The firms/organizations/dealers/suppliers must have a GST number printed on their quotation.
8. F.O.R (Freight on Road) shall be Shri Vishwakarma Skill University, Dudhola, Palwal, Haryana.

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9. Rates should be quoted for F.O.R destination.
10. The quotation offer must be valid for a period of at least 90 days from the date of submission of the quotation.
11. The quantity may increase or decrease without notice.
12. No advance payment shall be made.
13. Terms and conditions printed on the Quotation of firms/organizations/dealers/suppliers, 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 constructed as your agreement to all terms and conditions contained in the order.
14. SVSU reserves the right to accept or reject any or all the bids received without assigning any reason.
15. In case of dispute or difference arising between the purchaser and firms/organizations/dealer/suppliers related to any matter connected with inviting quotation document such disputes shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceeding. Arbitrator will be decided with the mutual consent of both parties. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.
16. The contract shall be interpreted in accordance with the prevailing laws of the state government/laws of the Union of India as applicable. The place of jurisdiction would be Palwal, Haryana.
17. The firms/organizations/dealers/suppliers should be able to supply all kinds of Raw Material (Metal) as and when required.
18. Price should be quoted for Raw Material (Metal) including the transport cost to the SVSU, Dudhola Campus, inclusive of GST and all applicable expenses up to F.O.R (Freight on Road) at SVSU Dudhola Palwal, Haryana.
19. The cost should be valid for the period of one year from the date of empanelment.
20. **Place of delivery:** Raw Material (Metal) must be delivered by the empaneled firms/organizations/dealer/supplier to the location (COE) at SVSU, Dudhola Palwal, Haryana and as shall be indicated in the Purchase Order.

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### Technical Specification and Compliance Sheet

**Bid Criterion:** Raw Material (Metal) is required for Advance Welding Lab for the training & skilling of students & make them employable in the industry. Raw Material (Metal) availability & reliability should be from the latest lot. To ensure flawless support and 100% Raw Material (Metal) availability without any downtime is necessary.

1. The firms/organizations/dealers/suppliers should have experience in supply of such kinds of Raw Material (Metal).
2. The firms/organizations/dealers/suppliers may be preferable to have office/store/branches in the nearby locations to the University.
3. In case of a dispute of difference arising between the parties, the dispute shall be referred to The Registrar, Shri Vishwakarma Skill University, whose decision shall be final.
4. The firms/organizations/dealers/suppliers should ensure the delivery of the Raw Material (Metal) with desired specifications as demanded in the quotation.

#### 1. Technical quotation:

- (a) Specification: Technical features of the offered Raw Material (Metal) as per Quotation Form at ANNEXURE-I
- (b) Literature: Standard Technical literature, if any, on each of the items offered is to be enclosed and marked properly.
- (c) The validity of the life of the Raw Material (Metal) must be insured during the use.
- (d) Dealership certificate: Dealership certificate on the offered products in case of dealer/s.

#### 2. Delivery:

- (a) **Period for Delivery of Raw Material (Metal) at SVSU (COE):** A demand note will be issued to the empaneled firms/organizations/dealer/supplier for the supply of Raw Material (Metal) to the University Campus. The empaneled firm/organizations/dealer/supplier will have to be delivered within one week from the date of issue of the demand Order or as mentioned in the demand Order. In case of emergency conditions delivery should be within 48 Hrs.
- (b) **Safe delivery of goods:** Safe delivery of Raw Material (Metal) in all aspects shall be the responsibility of the firms/organizations/dealers/suppliers. Hence, firms/organizations/dealers/suppliers must in their own interest make sure consignments are securely and properly packed and every precaution is taken to avoid loss or damage during transit.

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c) **Delivery on working days and time:** Delivery at SVSU must be made on working days between 9.00 AM and 5.00 PM. SVSU shall not take any responsibility for items brought on holidays such as Saturday, Sunday and other declared holidays.

**3. Guarantee / Warranty:**

(a) The firms/organizations/dealer/supplier shall be fully responsible in case of any discrepancy found in regards to quality / quantity of the Raw Material (Metal) or any other discrepancy found at the time of delivery or during the use or after the use. For such cases, firms/organizations/dealers/suppliers shall provide free replacement within 15 (fifteen) days from the date of notification by SVSU.

(b) No alteration of price, quality & quantity shall be allowed during the period of this empanelment.

(c) The firms/organizations/dealers/suppliers shall make sure that no products under this Rate Contract are sold at a lesser price to other party(ies).

**4. No quantum business is assured:**

Entering into Rate Contract with this University does not ensure business of any quantum, whatsoever. The firms/organizations/dealers/suppliers shall promptly execute PO under the Annual Rate Contract (ARC) on the ARC prices & terms to SVSU. Refusal to do so shall be a default under the ARC.

**5. ISO/ ISI Certificates:**

ISO/ ISI certificate if any should be provided.

**6. GST:**

Up-to-date Sales Tax clearance certificate, GST Registration Certificate firm will have to accompany the quotation.

**7. PAN:**

Copy of PAN card must be provided.

**8. Payment:**

Payment will be made as per demand through ECS / NEFT / RTGS as per university policy. Part payment for part delivery will not be entertained. The firm needs to raise the invoice for delivered Raw Material (Metal) on approved rates at SVSU.

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**9. Client list:**

List of reputed organizations/Institutions, where similar orders have been executed, if any (copies of the purchase/work orders will have to be enclosed.)

**10. Genuine Pricing:**

The firms/organizations/dealers/suppliers is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to IIT's /Institutes and other Government Organization.

**11. Delivery Documents:**

All aspects of safe delivery shall be the exclusive responsibility of the supplier. The supplier has to furnish the following documents along with goods:

- a. Three copies of Invoice in original indicating inter-alia description of goods, specifications, quantity, and unit price, GST wherever applicable and total amount etc.
- b. Packing list
- c. Copy of purchase order.
- d. Consignment Note/Challan etc. &
- e. Any other document as per the terms of contract

**12. In case of Raw Material (Metal):**

Supply will be obtained as and when required by giving 7 days' notice in advance. There should be no delay in sending Raw Material (Metal). Delivery should include unloading of all Raw Material (Metal) at our site.

13. Raw Material (Metal) demand will be purely on need basis.

14. The delivery of Raw Material (Metal) from SVSU premises shall be the responsibility of the firms/organizations/dealers/suppliers.

15. All material, machinery, manpower and consumables etc. required for the supply/delivery shall be arranged by the firms/organizations/dealers/suppliers.

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## Specification and Requirements:

The details of Raw Material (Metal) requirement of plate/flat are as under:

Description of Material	Grade	Width * Thickness (mm * mm)	Material Required (Weight in Kg)
Mild Steel plate/flat	IS-2062 (E 250BR)	50 * 03	236 kg±10%
		50 * 10	1071 kg±10%

**Note:** University reserved the right to enhance or mitigate the quantity without any notice.

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CERTIFICATE

(To be submitted on letter head of the company/ firm)

I hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated at any stage and the firm blacklisted.

I also certify that firm will ensure to provide good quality of work and also abide all the terms & conditions stipulated in NIQ.

Date:

Place:

Signature of Bidder:

Name:

Business Address:

Seal of the Bidder:

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CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

NIT No.:

I/We, M/s. \_\_\_\_\_ certify  
that the rates provided are our best rates and we have not given these materials to any  
Government Department/PSU/Institution for lesser than these rates in the last one year.

SIGNATURE AND STAMP OF THE BIDDER

  
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## Annexure – IV

PROFORMA FOR TECHNICAL BID

S.No.	Particulars	To be filled in by the Firm
1	Name of the Firm/Agency	
2	Date of establishment of the agency	
2	ISO/ISI Certificates (if any)	
3	GST (copy to be enclosed)	
4	PAN/TAN Number (copy to be enclosed)	
5	Experience in dealing similar kind of items with Govt. Departments/PSU/corporate attach copies of supply orders placed on the agency (if any)	
7	Annexure-II (To be attached)	
8	Annexure-III (To be attached)	
9	Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached.	

Place:

Date:

Signature of the Bidder

With Office Seal

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