



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Notice Inviting Quotations (NIQ)

Ref. No.: SVSU/ITCELL/2026/NIQ/04

Date: 15/04/2026

Subject: Empanelment of vendor for hiring of Sound-Audio System for programs/events in the SVSU

Shri Vishwakarma Skill University (SVSU) invites sealed quotations from reputed Companies/Suppliers/Agencies for the empanelment of for hiring of Sound-Audio System for programs/events in the SVSU. Interested firms may submit their **Technical** and **Financial Bids** in prescribed formats in **separate sealed envelopes**. The details of empanelment items are as follows:

Sr. No.	Description of Items
1	One Complete set of Two (2) Speaker Two (2) Wireless Mics One (1) Podium Mic
2	One Complete set of Two (2) Speaker Four (4) Wireless Mics One (1) Podium Mic
3	One Complete set of Four (4) Speaker Two (2) Wireless Mics One (1) Podium Mic
4	One Complete set of Four (4) Speaker Four (4) Wireless Mics One (1) Podium Mic
5	Additional Wireless Mics with accessories (2 nos.)
6	LED Screen (6*6)
7	LED Screen (6*8)
8	LED Screen (8*8)
9	LED TV DISPLAY (65 inches)
10	LED TV DISPLAY (75 inches)
11	Projector with Screen

Submission Details:

Quotations (Technical and Financial bids in separate sealed covers marked accordingly) should be submitted to:

at Reception Takshila Bhawan,

addressed to the Office of the: -

Head (ITCELL),
SVSU, Dudhola, Palwal-121102

Submission Deadline: 15 days from the date of publishing on
University Website

Checklist for Bidders:

Sr. No.	Documents to be Submitted	Submitted (Yes/No)	Page No.
1.	All pages of this bid document signed by authorized signatory		
2.	Proof of at least 2 years of relevant experience with supply orders		
3.	Copy of GST/VAT/CST/Service Tax Registration		
4.	IT Return, P&L Report, Audit Report (Last 2 years), PAN		
5.	Bank account details with IFSC & branch		
6.	Technical Bid (in separate envelope)		
7.	Financial Bid (in separate envelope)		

Terms & Conditions:

- Delivery Location:** The Audio-Visual setup is to be arranged/installed at the SVSU Dudhola Campus as per the requirement.
- Contract Validity:** Initially for **1 year**.
- Price Validity:** Prices to remain fixed during the entire contract period.
- Security Deposit:** ₹3,000 refundable security deposit to be submitted within 15 days of work order.
- Submission Format:**
 - Two separate envelopes: **Technical Bid (Part-I)** and **Financial Bid (Part-II)**
- Termination Clause:** Non-compliance or withdrawal after technical opening can lead to disqualification.
- Quotation Validity:** Minimum of **180 days** from the deadline date.
- Evaluation Criteria:** Lowest responsive bid (L1) will be awarded. In case of failure, L2 may be considered at L1 rates.
- Other Clauses:**
 - SVSU reserves the right to cancel/postpone the bid without assigning any reason.

In-Charge
IT-Cell, SVSU

- o Payment will be made within 30 days post satisfactory delivery and invoice submission.
- o Jurisdiction: Courts at Palwal.
- o Arbitration Clause included (Palwal jurisdiction).

Annexure-I: Technical Bid Format (Part-I)

Sr. No.	Particulars	To be filled in by the tenderer
1	Name of the Agency	
3	Date of establishment of the agency	
4	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
5	Whether the firm is registered under Company Act, partnership, or proprietorship. (Copies of all certificates of registration to be enclosed.)	
6	PAN/TAN Number (copy to be enclosed)	
7	Sales Tax/VAT /GST Registration Number (copy to be enclosed)	
8	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to attach in this regard.)	
9	Experience in dealing with Govt. Departments/PSU/Private attach copies of supply orders placed on the agency)	
10	Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached.	
11	Whether agency profile is attached?	
	Place: Date:	Signature of the Bidder With Office Seal

[Signature]
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Proforma for Financial Bids

(To be put in separately under Scaled Cover)

01. Name of the Company:-----

02. Address:-----

03. Contact No. & E-mail ID.-----

Sr. No.	Description of Items	Rate (Rs.)	GST/TAX	Total Cost
1	Complete set of Two (2) Speaker Two (2) Wireless Mics One (1) Podium Mic			
2	Complete set of Two (2) Speaker Four (4) Wireless Mics One (1) Podium Mic			
3	Complete set of Four (4) Speaker Two (2) Wireless Mics One (1) Podium Mic			
4	Complete set of Four (4) Speaker Four (4) Wireless Mics One (1) Podium Mic			
5	Additional Wireless Mics with accessories (2 nos.)			
6	LED Screen (6*6)			
7	LED Screen (6*8)			
8	LED Screen (8*8)			
9	LED TV DISPLAY (65 inches)			
10	LED TV DISPLAY (75 inches)			
11	Projector with Screen			

Signature(s)

Name & Address of the firm with seal

