

SHRI VISHWAKARMA SKILL UNIVERSITY, DUDHOLA, PALWAL**FORMAT FOR INVITING QUOTATIONS (Limited Quotations Basis)/TENDERS
SVSU/2026/Hostel/NIQ/001-E FILE 4978----/_Dated: 22-05-2026****NIQ DOCUMENT****Subject: Invitation for Quotation for supply & installation of Curtain
(Roller Blind, Blackout fabric).**Sealed quotations are invited from the manufacturers/exclusive distributors/
authorized dealers/suppliers/re-sellers for the items detailed below:**Boys Hostel**

Sr. No	Location	Size	QTY	Total Area	Type
1	Front Gate Side window	6.6 X 8	1	52.8	Curtain (Roller Blind, Blackout fabric)
2	Front Gate Side window	2.5 X 8	1	20	
3	Road Side window Small	5.8 X 7.5	1	43.5	
4	Road Side window Big	6.5 X 7.5	1	48.75	
5	Big Curtain	6.7 X 8	2	107.2	
6	Small Curtain	2.5 X 8	4	80	
7	Window	5.8 X 8	1	46.4	
8	Window	5.8 X 8	1	46.4	
9	Pipe	6 X 9.3	1	55.8	
10	Window	5.8 X 8	1	46.4	

Girls Hostel

Sr. No	Location	Size	QTY	Total Area	Type
11	Front Gate Side window	8.10 X 8	1	64.8	Curtain (Roller Blind, Blackout fabric)
12	Road Side window Small	6.9 X 8	1	55.2	
13	Road Side window Big	6.4 X 8	1	51.2	
14	Road side Big Curtain	6.6 X 8	1	52.8	
15	Road Side Small Curtain	2.5 X 8	2	40	
16	Gate side Big Curtain	6.5 X 8	1	52	
17	Gate Side Small Curtain 1	2.8 X 8	1	22.4	
18	Gate Side Small Curtain 2	1.9 X 8	1	15.2	
19	Window	5.7 X 8	1	45.6	
20	Window	5.7 X 8	1	45.6	
21	Pipe	6 X 9.3	1	55.8	
22	Window	5.8 X 8	1	46.4	

For any Query contact on +91- 9555946565 and +91-1275-285346

The following charges and terms may be spelt out in your offer clearly:

- i. Rates quoted shall be **inclusive of all taxes, packing, forwarding, and delivery at SVSU, Dudhola, Palwal, and Haryana-121102.**
- ii. **GST, if applicable, shall be clearly mentioned separately** in the quotation.
- iii. **Sample Approval Clause:** A sample shall be submitted for approval before the commencement of supply.
- iv. **Payment Terms:** As per SVSU norms.
- v. **Delivery Period:** To be specified by the bidder.
- vi. **Guarantee/Warranty Period:** To be specified by the bidder, wherever applicable.
- vii. **After-Sales Service:** As applicable.
- viii. **Installation Charges, if any:** To be quoted separately.
- ix. **Validity Period of the Quotation:** Minimum 180 days from the date of opening of NIQ.
- x. **Bank Draft charges, if any:** To be borne by the bidder.
- xi. **Miscellaneous charges** such as Packing & Forwarding, Insurance, etc., if any, shall be clearly indicated.
- xii. **The quotation shall be submitted in double envelope.**
 - a. Envelop-I:- Should contain Technical bid documents. (Annexure-I)
 - b. Envelop-II:- Should contain Financial Bid documents. (Annexure-II)
- xiii. Quantity may increase or decrease without any notice at any time within extended contract period also, if any.
- xiv. The quotation must bear the **Date, Stamp, Address, and Signature** of the authorized signatory; failing which, the quotation may be rejected.
- xv. SVSU reserves the right to accept or reject any or all NIQs, wholly or partly, and to cancel the NIQ at any stage without assigning any reason.
- xvi. The sealed quotations, super-scribed with the subject "**Quotation for Curtain (Roller Bind, Blackout fabric)**", complete in all respects, must reach the office of the undersigned **latest by -05-06-2026----- at 16:00 hrs** at the following address:

Chief Hostel Warden
Hostel Supervisor Room, Kailash Bhawan (Boys Hostel)
Shri Vishwakarma Skill University
Village Dudhola, Palwal, Haryana-121102

The quotations must be submitted in original on the firm's letterhead, duly stamped, either through Registered Post/Speed Post/Courier or **by hand in the Quotation Box only available at the reception**, as the procurement process will be conducted on the basis of hard copy submissions.


Chief Hostel Warden
Warden
Boys Hostel
Kailash Bhawan, SVSU

Annexure: I

(Submit in sealed Envelope-I)

PROFORMA FOR TECHNICAL BID (PART -I)

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

*ध्यान दें:- क्या आपने आवश्यक दस्तावेज संलग्न ककए हैं, अपना आवेदन जमा करने से पहले दोबारा जांच लें।

Annexure-II

(Submit in separate sealed Envelope-II)

PROFORMA FOR FINANCIAL BID (PART -II)

(To be put in separately under Sealed Cover)

Dated :- --- / --- / ---

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

02. Address:-----

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

Boys Hostel

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22	Window	5.8 X 8	1	46.4	
		Total (with GST)			

Signature(s)

Name & Address of the firm with seal