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**ACHARYA NARENDRA DEV COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**Govindpuri, Kalkaji, New Delhi – 110 019.**

**Dr. Savithri Singh**  
**Principal**

**Ref. No. ANDC/2014/Batt**  
**Dated : 23/04/14**

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**Subject: Tender for the purchase of SMF batteries 12V.**

Dear Sir,

Tenders are invited for the purchase of SMF batteries with buy back 12V with following specifications:

- SMF batteries 12V, 42 AH
- SMF batteries 12V, 100 AH
- SMF batteries 12V , 7 AH
- SMF batteries 12V, 65 AH
- SMF Inverter batteries 12V, 150 AH

The annual rate contract shall be valid till 31st March, 2015. Each battery should carry a warranty of atleast three years.

It is requested that the following protocol should be carefully observed in every detail while submitting the tender; otherwise the tender may not be considered.

1. The tender should be sent under sealed cover addressed to the **Principal, Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi-110019 not later than 12th May, 2014.**
2. The word “**Tender SMF batteries**” should be written prominently on the envelope.
3. The quoted price should be inclusive of all taxes and other charges.
4. The other terms and conditions of the tender are attached as Enclosure-1
5. Tenders will be opened on 13<sup>th</sup> May, 2014 at 01:30 p.m.

Yours sincerely,

(Savithri Singh)

# **ACHARYA NARENDRA DEV COLLEGE**

## **(UNIVERSITY OF DELHI)**

### **TERMS AND CONDITIONS FOR PURCHASE OF SMF BATTERIES**

Enclosure 1

1. Our Tender No. & Date and name of the item should invariably be marked on the top of envelope containing the bids.
2. The rates be quoted in figures (all typed or printed) and cuttings should be avoided. The final figure should be in figures as well as in words. If there are cuttings, they should be duly initialled, failing which the bids are liable to be rejected.
3. The bids should be addressed to Principal, Acharya Narendra Dev College, University of Delhi, Govindpuri, Kalkaji, New Delhi 110 019.
4. The prices quoted should be F.O.R. Delhi that includes insurance, packing, forwarding, freight etc.
5. The firm must be reputed and must be registered with Sales Tax Authority. (Attach Sales Tax Registration number copy and income tax return papers of the last three years)
6. Earnest Money Deposit (EMD) (refundable) in the form of a demand draft of Rs. 5,000/- should be deposited along with the bid in favour of Principal, Acharya Narendra Dev College. Name, address and telephone number of the bidder should be clearly written on the backside of the Demand Draft. EMDs of the selected firm will be retained by the college till the end of contract while that of the rejected firms will be returned back.
7. In case of any deviation from the tender specification or any misconduct, the firm will be held responsible and may lose the Earnest Money Deposit with additional penalty imposed.
8. No tenders will be considered after the due date and time under any circumstances. The tender should be sent not later than Monday, 12<sup>th</sup> May, 2014. The tenders will be opened on 13<sup>th</sup> May, 2014 at 01:30 p.m.
9. No advance payment will be made. TDS applicable for professional services will be deducted.
10. In the event of non-execution of the order within the specified period, a penalty of 5% of the total cost shall be imposed on the suppliers.
11. Principal, ANDC reserves its right/s to reject or accept wholly or partly the tender without assigning any reason/s.

## Undertaking Form

(To be submitted along with the Quotation)

The Principal  
Acharya Narendra Dev College  
University of Delhi  
Govindpuri, Kalkaji  
Delhi-110 019

We the undersigned (herein after called as Contractor/Vendors/Suppliers) hereby offer to execute supply of items as per specification against which we have quoted our rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be ordered by the Principal, Acharya Narendra Dev College or officer acting on his/her behalf.

Date this \_\_\_\_\_ Day of \_\_\_\_\_

Signature of Contractor \_\_\_\_\_

Address \_\_\_\_\_

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