

مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A Central University established by an Act of Parliament in 1998)  
PURCHASE & STORES SECTION



No. MANUU/Purchase/F.88/2016-17/2263

24<sup>th</sup> February 2017

To

**Sub: MANUU – Purchase & Stores – Supply and installation of Sewing Machines at MANUU Model School, Falaknuma, Hyderabad – Limited Tender Enquiry – Reg.**

\* \* \* \* \*

The University intends to procure and install Sewing Machines at MANUU Model School, Falaknuma, Hyderabad as per the specifications mentioned below from the original manufacturer of the Equipment / authorized dealer only. You are requested to submit quotations in sealed envelope along EMD of Rs. 8000/- (Exemption for registering with MSME NSIC, N.C.C.F, Kendriya Bhandar etc as per GoI norms will only be considered on production of documentary proof) as per Annexure-I on or before **6<sup>th</sup> March 2017** by 2.30 p.m. The tender will be opened on the same day at 2:30 p.m. in the presence of prospective bidders.

**Specification of equipment / material:**

Sl.	Material Description	Qty
1.	<b>Sewing Machine</b> <b>Singer Link Delux with foot &amp; Cover</b> <i>Or any other equivalent with the above/higher specifications</i>	24
2.	<b>Sewing Machine- Pico &amp; Zigzag</b> <b>Usha Wonder Stitch Automatic Pico &amp; Zigzag different types of designing stich</b> <i>Or any other equivalent with the above/higher specifications</i>	02

**Terms & Conditions:**

1. Priceø are to be quoted both in figures and in words. In case of a discrepancy, that the price quoted in words/ lowest will be taken as valid.
2. The bidder should be an Original Manufacturer of the Equipment or authorized dealer of the above items. The authorization letter from OEM / Original Manufacturer specific to this tender to be enclosed, failing which the bid will be rejected.
3. Incomplete / conditional bids will be rejected.
4. The bid must be as per mentioned specifications **Annexure – I** or higher specification.
5. The quantity included in the bid can be increased or decreased at the discretion of the Competent Authority, Maulana Azad National Urdu University Hyderabad.
6. The supply of said items has to be made within a period of **two weeks** from the date of receipt of Purchase Order. In case of delay, 0.5% cost of the whole supply for every week as late supply will be deducted from the bill/Performance Guarantee to the maximum of 10% after which the order will be cancelled. In case, if the firm supplies inferior quality, the University may at its decision reject the entire material and impose penalty.

Gachibowli, Hyderabad 6 500 032

☎ 040-23001697, EPABX No.2300 6612 -15 / Extn: 106, 191 & 119, Fax: 2300 6604, 23001697  
Website: [www.manuu.ac.in](http://www.manuu.ac.in) & Email: [purchase@manuu.ac.in](mailto:purchase@manuu.ac.in)

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اردو یونیورسٹی  
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7. Items offered in the tender enquiry may be re-ordered at the same rate, terms & conditions within a period of twelve months/one year from the date of issue of Purchase Order.
8. The amount quoted should include all the charges including taxes, transportation, installation, etc.
9. All pages of the tender document are to be signed and stamped by the tendering firm and to be attached along with the bids.
10. Items should carry warranty for at least one year or as per OEM whichever is later.
11. The University reserves all the rights to place the order with the firm quoted lowest rates. In case, if two or more number of firms quotes the same rate, the Committee reserves right to place order as per the additional features and other inputs as quoted in the bid.
12. The firms should submit EMD or Rs. 8,000/- (refundable) as detailed below in the form of DD drawn from any scheduled bank in favour of MANUU payable at Hyderabad. (Exemption for registering with MSME NSIC, N.C.C.F, Kendriya Bhandar etc as per GoI norms will only be considered on production of documentary proof).
13. The L-1 firm should submit 10% value of Purchase Order as Performance Guarantee in the form of D.D / Fixed Deposit (Joint Account) / Bank Guarantee from a scheduled bank in favour of MANUU which will be released after 60 days after completion of warranty and after fulfilling of all tender obligations.
14. For any query/clarification, you may contact Purchase & Stores Section.
15. The firm shall give demonstration/training to the user department about the usage/features of the equipment after installation.
16. The University reserves all the rights to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
17. In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both parties.

**Assistant Registrar**  
(Purchase & Stores)

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**Annexure-I**

1.	Name of Firm	
2.	Details of EMD of Rs. 8,000/- (if exempted, documentary proof)	D.D. No. _____ dated: _____ Bank _____
3.	Details of Registration with income tax	
4.	Original Equipment Manufacturer (OEM) authorization certificate specific to this tender / authorized dealership certificate of the make / brand quoted	
5.	Signed of copy of the Tender	

**Price Schedule:**

Sl.	Material Description	Qty	Brand	Unit Price	Total (inclusive of all)
1	<b>Sewing Machine</b> <b>Singer Link Delux with foot &amp; Cover</b> <i>Or any other equivalent with the above/higher specifications</i>	24			
2	<b>Sewing Machine- Pico &amp; Zigzag</b> <b>Usha Wonder Stitch Automatic Pico &amp; Zigzag different types of designing stich</b> <i>Or any other equivalent with the above/higher specifications</i>	02			

Place : í í í í í í í í .  
 Date : í í í í í í 2017

Signature of the authorized  
 representative of the firm with stamp