

**JAMIA HAMDARD**  
**(Deemed to be University)**



**Hamdard Nagar, New Delhi-110 062**

Phone: 26059688, Ext.: 5326, Website: www.jamiahamdard.edu

**TENDER APPLICATION FORM**

- Cost of Tender Documents : Rs. 1000.00 (Non refundable)
- Tender form for : **“Unani & Ayurvedic Medicine”**
- Last date of Submission of Tender : 09.11.2022 **upto 3.00 p.m.**
- Date of opening of Tender Box : 09.11.2022 **at 3.30 p.m.**

**VENDOR DETAILS**

1. Name of Firm / Company : .....
2. Authorised person : .....
3. Address & E-mail : .....
- Telephone(s): .....
- Fax : ..... Mobile.....
4. Income Tax No. / PAN No. **(Mandatory)**: .....
5. GST No. and TIN No.**(Mandatory)**: .....
6. HSN/SAC Code **(Mandatory)** : .....
7. Types of Company (COM, HUF, IND & NRI) **(Mandatory)**: .....
9. Experience Certificate: (Attached photo copy)
10. Details of Earnest Money (EMD): DD / Banker Cheque No \_\_\_\_\_ Dated \_\_\_\_\_ for  
Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_ )  
Bank \_\_\_\_\_

I/We agree to abide by the terms and conditions of the Tender as laid down under Tender No. **JH/PS/Tender-10 /Oct-2022.**

Signature .....

Name .....

Designation .....

Company Seal .....

Contact No.....



**JAMIA HAMDARD**  
(DEEMED TO BE UNIVERSITY)  
**(REACCREDITED BY NAAC IN GRADE 'A')**  
HAMDARD NAGAR, NEW DELHI-110062  
Phone: 91-011-26059688 (12 Lines): Ext.-5326  
Website: [www.jamiahamdard.edu](http://www.jamiahamdard.edu)

## NOTIC INVITING TENDER

(JH/PS/Tender- 10 /Oct-2022)

### TERMS & CONDITIONS

Sealed Tender are invited from reputed Manufacturers for supply of **Unani & Ayurvedic Medicine under Annual rate Contract basis for Unani Pharmacy, Majeedia Unani Hospital, Jamia Hamdard.**

#### Terms and Conditions:

1. Tender may be submitted latest by 09.11.2022 by upto 3.00 p.m. in an envelope superscripting “**Tender for Unani & Ayurvedic Medicine for Unani Pharmacy, Majeedia Unani Hospital** , Jamia Hamdard ” and addressed to: **Registrar, Jamia Hamdard , Hamdard Nagar, New Delhi-110062** and dropped in the tender/quotation box available in the Purchase Section on payment of tender fee for Rs. 1000/- in the form of DD in favour of Registrar Jamia Hamdard.
2. Prices should be quoted plus GST as applicable as per Govt. rule on FOR Jamia Hamdard basis. Jamia Hamdard.
3. Prices can be quoted in Indian Rupees.
4. Jamia Hamdard will deduct an amount of 0.25% from all the bills for “*Jamia Hamdard Relief and Welfare Fund*”.
5. Delivery Period: Within 1-3 weeks.
6. Payment: 100% on delivery and satisfactory supply.
7. Earnest Money: **30,000** in the form of Demand Draft /Banker Cheque in favour of the Registrar, Jamia Hamdard, New Delhi; which may be forfeited if the supplier failed to supply the medicine within the stipulated period.
8. The Vendors whose near relatives / blood relations are employed at Jamia Hamdard need not apply, and the same will not be considered.
9. The Institute does not bind itself to accept the lowest Tender reserves the right for accepting any quotation or to reject any or all Tenders and also to reduce or enhance the quantity and period of order according to departmental requirement without assigning any reason.
10. The decision of the University will be final in case of any dispute arising in implementation of the terms of the contract.

11. TAN/PAN and GST certificate should be attached with the tender documents.
12. The manufacturer/supplier should submit the list of Universities/Govt. organizations/Institutions and any other to whom supplies were made earlier.
13. Correction in the Tender if any should be initialed otherwise the Tender will be rejected at the time of the opening; the rates should be quoted in figures and in words as well.
14. No extra payment like carriage freight, loading and unloading, storekeeping, packing, forwarding etc. will be paid.
15. Income tax at source will be deducted from the running bill of supplier from the passed amount as per instruction of Income Tax Department.
16. The Institute takes no responsibility for delay or non-receipt of tender documents sent by post either way and also reserves the right to accept or reject any or all the tenders in part or full without assigning any reason thereof.
17. In case the date of opening of tender is declared as Public Holiday, the tender shall be opened on the next working day at the same time.
18. Late and delayed tender shall not be considered and may be returned unopened to the bidder.
19. Tender not in proper sealed cover or received telegraphically or by fax will not be entertained.
20. Conditional tender will be rejected without assigning any reason.
21. The price to be given in the quotation are fixed prices, irrespective of rise in materials prices and increase in taxes etc., till the delivery of the overall consignment. No request in regard to increase in the price will be entertained after the submission of the quotation.
22. The vendor has to certify that these terms and conditions are acceptable to him.
23. All legal disputes, arising if any, would be settled under jurisdiction of Delhi court.

Registrar

The above terms & conditions are accepted.

Signature .....

Name .....

Designation .....

Company Seal .....