



**QUOTATION APPLICATION FORM**

Tender Fee Rs. 500.00  
Quotation form for “Bitdefender GravityZone Business Security”

Last date of Submission of Quotation : 14.03.2023 upto 3.00 p.m.  
Date of opening of quotation Box : 14 .03.2023 at 3.30 p.m.  
Tender Fee Detail : .....

**VENDOR DETAIL**

1. Name of Firm / Company : .....
2. Authorised person : .....
3. Address : .....  
.....  
Telephone(s): .....  
Fax: ..... Mobile.....  
E-mail .....
4. Income Tax No. / PAN No. (**Mandatory**)..... :
5. GST No. / TIN No.
6. HSN/SAC code (**Mandatory**)
7. Type of Company (COM, HUF, IND & NRI **Mandatory**)
8. .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 Quotation as laid down under Quotation No. **JH/PS/Quot- 855/Jan-23.**

Signature .....

Name .....

Designation .....

Company Seal .....

Contact No.....



**JAMIA HAMDARD**  
(DEEMED TO BE UNIVERSITY)  
**(ACCREDITED 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)

## REQUEST FOR QUOTATION

(JH/PS/Quot-855/Jan-2023)

### TERMS & CONDITIONS

Sealed quotations are invited from reputed Vendor/firms authorized service provider for Renewal of **“Bitdefender GravityZone Business Security for 500 users for 03 years”** of Jamia Hamdard as per the terms and condition are given below:

#### Terms and Conditions:

1. Quotations may be submitted latest by **14.03.2023 by upto 3.00 p.m.** in an envelope superscripting **“Quotation for Renewal of “Bitdefender GravityZone Business Security for 500 users for 03 years”, 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.**
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. The specifications given above should be strictly followed.
6. Delivery Period: Within 1-2 weeks.
7. Payment: 100% on delivery and satisfactory supply.
8. **Earnest money 2.5% of the quoted amount** 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 equipments within the stipulated period.
9. The Vendors whose near relatives / blood relations are employed at Jamia Hamdard need not apply, and the same will not be considered.
10. The Institute does not bind itself to accept the lowest quotation and reserves the right for accepting any quotation or to reject any or all quotations and also to reduce or enhance the quantity and period of order according to departmental requirement without assigning any reason.
11. The decision of the University will be final in case of any dispute arising in implementation of the terms of the contract.
12. TAN/PAN and GST certificate should be attached with the quotation documents.
13. The manufacturer/supplier should submit the list of Universities/Govt. organizations/Institutions to whom supplies were made earlier.
14. The selected firm have to submit a bank Guarantee of 5% of the total value of contract, the same will be returned without interest at the time of expiry of contract
15. Correction in the Quotations if any should be initialed otherwise the Quotations will be rejected at the time of the opening; the rates should be quoted in figures and in words as well.

16. Income tax at source will be deducted from the running bill of supplier from the passed amount as per instruction of Income Tax Department.
17. The Institute takes no responsibility for delay or non receipt of quotation documents sent by post either way and also reserves the right to accept or reject any or all the quotations in part or full without assigning any reason thereof.
18. In case the date of opening of quotation is declared as Public Holiday, the quotation shall be opened on the next working day at the same time.
19. Late and delayed quotations shall not be considered and may be returned unopened to the bidder.
20. Quotations not in proper sealed cover or received telegraphically or by fax will not be entertained.
21. Conditional quotations will be rejected without assigning any reason.
22. The price to be given in the quotation are fixed prices, irrespective of rise in materials prices and increase in taxes etc.. No request in regard to increase in the price will be entertained after the submission of the quotation.
23. Registered Office of the vendors should be in the NCR.
24. Vendors shall provide complete address of their Firm, contract no. & e-mail id of the authorized contact person.
25. The sealed envelope should be super scribed as “Renewal of **“Bitdefender GravityZone Business Security for 500 users for 03 years”** for Jamia Hamdard, Data Centre”
26. On the left below corner of the envelope firm’s name and complete address with electronic contact detail should be given
27. The vendor has to certify that these terms and conditions are acceptable to him.
28. 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 .....