



JAMIA HAMDARD
(Deemed to be University)
(REACCREDITED BY NAAC IN GRADE 'A')

HAMDARD NAGAR, NEW DELHI-110062

Phone: 91-011-26059688 (12 Lines): Telefax: 26059663 Ext.-5326

Website: www.jamiahamdard.edu

REQUEST FOR QUOTATION

(JH/PS/Quot-858 /Jan-2023)

TERMS & CONDITIONS

Sealed quotations are invited from reputed service providers **for Running of Cricket Coaching Academy at Jamia Hamdard** as per the detailed terms & conditions are given as under:

NAME OF THE EQUIPMENT	EMD
Running of Cricket Coaching Academy	2.5% of the Total quoted Value

Terms and Conditions:-

1. Quotations may be submitted latest by **10th February 2023 upto 3.00 p.m.** in an envelope superscribing **“Quotation for Running of Cricket Coaching Academy”** and addressed to: **Registrar, Jamia Hamdard (University), Hamdard Nagar, New Delhi-110062 and dropped in the Quotation box available in the Purchase Section.**
2. **Quotations will be opened on 10th February 2023 at 3:30 p.m.**
3. Prices should be quoted inclusive of GST and prices should be in Indian Rupees only.
4. Jamia Hamdard will deduct an amount of 0.25% from all the bills for **“Jamia Hamdard Relief and Welfare Fund”**.
5. The Technical Compliance Statement should be enclosed along with quotation, otherwise quotation can be rejected.
6. Letter of Authorization from the company as Authorized Service Provider should be attached.
7. **Earnest money Deposit (EMD) = 2.5% of the quoted price should be enclosed with Quotations in form of DD/ Pay order in favour of “Registrar, Jamia Hamdard”.**
8. **The successful bidder will have to deposit 5% of the total value of supply as Security Money in the form of Performance Bank Guarantee or FDR in favour of the “Registrar, Jamia Hamdard, New Delhi”, which will be refunded after completion of the contract 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 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 No. should be attached with the quotation documents.
13. The service provider should submit the list of Universities/Govt. organizations/Institutions to whom services were made earlier.
14. 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.
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 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.
- 17. Company/Vender should have local service support and service man must attend the complaint within 48 hours.**
18. Late and delayed quotations shall not be considered and may be returned unopened to the bidder.
19. Quotations not in proper sealed cover or received telegraphically or by fax will not be entertained.
20. The contractor is required to submit self-attested copy of ID-Proof, Address Proof, Pan Card and a passport size colored recent photograph.
21. Conditional quotations will be rejected without assigning any reason.
22. The contract shall be for a period of one (01) year effective from the date of possession i.e., for a period of one year from taking possession by the Contractor. The one-year contract period is subject to renewal by the Jamia Hamdard on satisfactory performance in the first year and on mutually agreed terms and conditions (including Annual Payment of Rent) for first year or till such time mutually agreed upon.
23. The Registrar of Jamia Hamdard reserves the right to terminate the Contract without assigning any reason. One month's notice shall be served to the Contractor in such a case.
24. The Security may be forfeited in case the standard of cleanliness, quality of products and services are not maintained according to arrangement.
25. If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the Quotation, Letter of Award for the Contract and the Agreement signed by the Contractor with Jamia Hamdard, the Security Deposit will be forfeited without prejudice to the Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions.
26. Forfeiture of EMD:
EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfill any of the following conditions:
 - a. An agreement is not signed in the prescribed form within **ten days** of the receipt of the Letter of Award of the Contract.
 - b. The contractor does not commence the services within seven days of the stipulated date for commencement of services.

27. The bidder should have minimum of two (02) years' experience of providing the aforesaid services in any Government Institutions, University Departments or Colleges, Government offices, Multi-National Companies or any other Reputed Institution / Organization. **The document in support of the same should also be attached along with the Quotation.**
28. The Contractor shall have no right to sub-let, assign or authorize any other person to provide the said service.
29. The Contractor shall be responsible for the maintenance of the university area allocated for use in an absolute clean & hygienic condition at all times and will be responsible for any / all the challans / fines etc. imposed by N.D.M.C. or Delhi Administration under their rules.
30. The Contractor will be responsible to obtain a certificate from N.D.M.C. / Delhi Government for providing the said services.
31. The Contractor shall have no right on the open space beside the area provided to them for use in any manner what so ever.
32. The Registrar of Jamia Hamdard or his authorized representative has the right to visit and inspect the area allocated for the use at any time so as to verify the hygienic conditions being observed by the University authorities.
33. All the employees engaged by the Contractor will wear proper uniform.
34. The area allocated will not be used for Residential purpose. No worker or person will be allowed to stay / work in the area/premises before & beyond the allocated hours. No bathing & washing of clothes etc., will be allowed to the workers.
35. The conduct / characters / antecedents and proper bonafide of the workers shall be the sole responsibility of the Contractor. The Contractor will be responsible to submit the names, addresses and ID proofs of all the workers to the Security officer of the Jamia Hamdard.
36. The Contractor should maintain punctuality.
37. The Contractor shall maintain the Jamia Hamdard premises in good condition and shall not cause any damage thereto. If any damage is caused to the premises by the Contractor or his workers or agents or clients / customers, the same shall be made good by the contractor at his/her cost either by rectifying the damage or by paying cash compensation as may be determined by the Jamia Hamdard.
38. The area allocated shall be used only for providing the said service and for no other purpose.
39. The Contractor or his workers shall not cause any nuisance, annoyance to the students and staff or store any hazardous goods in the premises.
40. The Contractor will install the Fire Fighting Equipments as per Fire Regulation and keep the premises harmless and indemnified against any damage arising on account of fire, theft or negligence on the part of the Contractor or his staff to any property or staff, such loss or damage shall be made good at the cost of the Contractor.
41. The Contractor or his/her any employee will not be allowed to consume or sell cigarettes, drugs, tobacco, liquor and other related items.
42. The Contractor shall not carry out any addition or alteration or structural repairs in the said premises. Such alterations or additions / repairs which are necessary should be carried out by the Contractor with the prior approval / permission of the Jamia Hamdard Authorities.
43. The decision of the Jamia Hamdard authorities in the matters relating to the service shall be final and binding on the Contractor.
44. On the expiry of the said term or period of the contract or earlier termination thereof, the Contractor shall handover peacefully the vacant possession of the area allocated to the Jamia Hamdard in the same condition in which the area now exists

subject to normal wear and tear.

The Contractor occupation of the area after such termination will be deemed to be that of atress-passer and he shall further be liable to pay damages.

45. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.
46. All pages of the Quotation Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms & Conditions of this Quotation.
47. The Jamia Hamdard reserves the right to reject any or all the Quotations without assigning any reason.
48. The successful bidder will have to enter into an agreement with the Jamia Hamdard before taking charge and commencement of the work.
49. Canvassing in any form will make the Quotation liable to rejection.
50. The vendor has to certify that these terms and conditions are acceptable to him.
51. 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