



BERHAMPUR UNIVERSITY

BHANJA BIHAR, BERHAMPUR-7, GANJAM, ODISHA-760007

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No. 1318 /Purchase/BU/2023

Date 20/2/2023

EXTENSION OF SHORT QUOTATION CALL NOTICE

In continuation to the **Short Quotation Call Notice No. 1078/Purchase/BU/2023 dtd-08.02.2023**, sealed quotations from registered firms/authorized suppliers/ dealers having IT, PAN and up-to-date GSTN registration are invited towards supply of **Gold Plated/Quoted Medals for 24th Convocation Day, 2023 of Berhampur University** in the firm's pad by **Speed Post/ Registered Post** which should reach the office of the Registrar, Berhampur University on or before **27.02.2023**.

The specification details and terms & conditions of the **Gold Plated/ Quoted Medals** can be obtained from the **University Website: www.buodisha.edu.in** from **21.02.2023**.


20.02.2023

REGISTRAR

BERHAMPUR UNIVERSITY


P. Mukherjee

Memo No. 1319 (8) /Purchase/BU/2023

Date 20/2/2023

Copy to:

1. The Comptroller of Finance// The Officer-in-Charge, Central Stores// The Secretary to the Vice-Chancellor// The P.A. to Registrar, Berhampur University for information.
2. The Assistant Registrar, Berhampur University for information with a request to take steps for publication of **Short Quotation Call Notice** in daily Odia Newspaper "**Sambad**" in All Odisha Edition and in daily English Newspaper "**New Indian Express**" in All Odisha Edition in one issue only in 8 Pt letter at I & PR Department Government of Odisha **on or before Dt-21.02.2023**.
3. The Web Administrator, University Website, Dept. of Computer Science, Berhampur University with a request to upload the **Short Quotation Call Notice along with enclosures** in the **University Website: www.buodisha.edu.in** **on or before Dt-21.02.2023** for information of all concerned.
4. Officer-in-Charge, Welfare, Berhampur University for information with reference to letter no. 985/Welfare/BU/2023 dtd-07.02.2023.
5. University Notice Board.


20.02.2023

REGISTRAR

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P. Mukherjee

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Terms/ Conditions Details:

1. An amount (Non-refundable) of ₹2,000/- towards cost of RFP (Request for proposal) be deposited in the shape of SBI DD drawn in favour of the Comptroller of Finance, Berhampur University payable at **State Bank of India, Bhanjabihar (2107)**.
2. Deposit of **EMD @2% (Refundable)** of the estimated value of the goods in the shape of Demand Draft drawn in favour of the **Comptroller of Finance, Berhampur University payable at State Bank of India, Bhanjabihar (2107)**.
3. The firm shall quote both the **Technical Bid** consisting of all technical details along with commercial terms & condition and **Financial Bid** indicating item-wise price per unit as per our specification including all Taxes, Transportation and installation. **Technical Bid** and **Financial Bid** should place in separate sealed covers duly super scribed each and send the same in a sealed cover super scribed with the '**Short Quotation Call Notice**' through **Speed Post / Registered Post** only addressed to '**Registrar, Berhampur University, Bhanjabihar, Berhampur-07, Dist- Ganjam, Odisha-760007**'. Technical bid shall be opened on the same day at **4:00 P.M.**
4. These quotations shall remain in force for the Financial Year 2022-23.
5. Materials in good condition should be delivered at the Central Stores, Berhampur University, Bhanjabihar, Berhampur-760007.
6. In case of imported articles, the selected firm will take necessary steps for exemption of Custom Duty etc. at its own risk.
7. The firm should supply the articles within two weeks from the date of issue of Purchase/ Supply Order. This can be extended for further four weeks in view of the gravity of the situation.
8. Copy of IT of previous three financial years, PAN CARD, valid & up-to-date GST Registration Certificate and Audited Financial Statement of previous three financial years must be enclosed with Quotation/ Tender paper.
9. Quotation/ Tender, incomplete in any respect, is liable for rejection.
10. The University reserves all the rights to modify the contents of the RFP, extension of last date of receipt of Quotation and to accept or reject any / all Quotation in full or in part without assigning any reason thereof.
11. Legal Dispute, if any, shall be within the Jurisdiction of Civil Court, Berhampur, District- Ganjam, Odisha,
12. Depending on the urgency of the situation, penalty shall be imposed in case of delay in delivery of goods and services.
13. Payment shall be made after necessary verification and successful installation of the equipment. Goods and Service providers cannot claim any penalty or interest in case of delay in Payment caused due to verification of the quality and quantity of the Goods by the competent Technical person of the University.
14. Any query relating to the Gold Plated/ Quoted Medals, please contact Officer-in-Charge, Purchase Section, Berhampur University via Mail ID: skp.mba@buodisha.edu.in .

20.02.2023

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Specification for Gold Plated Medal for the 24th Convocation, 2023

1. Standard Medal Size: 50 grams.
2. Medal be made of silver with gold plated/quoted.
3. Logo and the name of the Berhampur University on the Medal on front side.
4. 24th Convocation, 2023 on the Medal in front side of the Medal.
5. Name of the candidate, subject and First Class First on the other side of the Medal.
6. Hanging Tag of Gold Colour or Wheat Colour.


20.02.2023
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SAMPLE

FRONT SIDE



REAR SIDE




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