



NATIONAL SANSKRIT UNIVERSITY  
TIRUPATI – 517 507 (A.P.)

No.NSU/Hostel/Rice/2023-24/003

Date: 28.11.2023

Sub: National Sanskrit University (NSU) Hostels – Maintenance of Messes – Supply  
of Rice -Invitation for Tenders – Regarding.

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The NSU Hostels are running four Messes and one Guest House. Sealed Tenders are invited from the interested bidders in the field for Supply of Rice for a period of **10 months w.e.f. 01.01.2024 to 31.10.2024**. The tenders should be submitted between 10.00 am to 05.00 pm on or before 12.12.2023 on all working days. NSU observes a five-day week (Monday to Friday). **The sealed Tenders will be opened at 05.30 pm on 12.12.2023 in the presence of the bidders present.**

**TERMS AND CONDITIONS**

1. The bid should be dropped personally in the Tender Box available in the Office of the Registrar between 10.00 am to 05.00 pm on or before the last date, on all working days.
2. Bids received after the due date and time will not be considered for processing.
3. Unsigned Tenders shall not be considered.
4. The bids shall affix proper seal of the company and signature of the authorised person.
5. The bidder who is awarded the Contract should supply the Rice to the messes & Guest House at his own expenses and risk.
6. The bidder whose Tender is considered for finalising the Rate Contract should supply for a period of 10 months at the rates quoted.
7. Net weight only will be considered for payment.
8. Wastage and damage of the Rice should be replaced by the Contractor.
9. Registrar is entitled to extend/cancel the contract partially/fully with due justification.
10. Self-Certified photocopies of Registration of the Firm, PAN & GSTIN in the name of the shop are to be enclosed to the Bid, **without which the Tender shall not be considered.**
11. The Rice supplied should be fresh and of best quality.
12. The Rate Contract should not be sub-leased to any manner. Any complaints in this regard would result in cancellation of the contract.
13. The Contractor should send the bills along with the Rice indicating weight.
14. The Contractor should submit a consolidated bill on the last day of every month. No part-payment or advance payment will be made under any circumstances. The payment will be made by 15<sup>th</sup> of the following month by online/ Cheque.
15. Statutory deductions at applicable rates will be made from payments due to the supplier. TDS Certificate will be issued by NSU at the end of the financial year.

16. The bidders are advised to be conversant with the terms and conditions as stated above before submitting the bid.
17. The bidder should quote for all the items as far as possible.
18. **The Tender which is Overall lowest for all the items will be considered as LI.**
19. Considering this Contract as "**Contract for essential items**". NSU reserves the right to enter into Parallel Contracts for the same item at the same rate. For this purpose Counter Offer will be issued to overall L2, L3, etc., by NSU, if required.
20. **Fall Clause:** - In case, if the Contractor supplies the items as specified in this Contract at a lowest price to any other party, during the period of Contract, that lowest price will be applicable to this Contract also.
21. **Risk Purchase:** -If the Contractor fails to supply the requisite quantity/quality of the material, NSU is at liberty to purchase such items from the local market to meet their requirements and claim the difference in price on higher side from the Contractor/ deduct from the bills on hand.
22. There should not be any correction/overwriting in the bid.
23. NSU provides Breakfast, lunch and dinner daily approx. 1300 students. Whenever there is a vacation for the students on account of Dasara, Sankranti and Summer holidays, the requirement will be reduced to zero and the Contractor will be informed in advance about the vacation.
24. The price mentioned in the Contract is firm and fixed and no request for increase of price will be entertained during the period of the Contract.
25. The Prices quoted by the bidder shall be inclusive of all taxes and duties.
26. The quantity mentioned in the price bid format is a monthly estimate to calculate the bid value. The University does not guarantee that this estimated monthly consumption will be maintained.
27. **"Bidder shall fill the price column alone"** in the format enclosed as Annexure A and affix the seal of the Firm/Agency/Co. with signature and date and put in a cover and seal it. Bids without signature and seal, will be rejected.
28. The bidder shall clearly superscribe on the sealed cover as **"Bid for Rice against Tender No.NSU/Hostel/Rice/2023-24/003"**.
29. In case of any dispute between NSU and the Contractor, the decision of the Registrar is final and binding on both the parties.
30. NSU reserves the right to delete any item from the list while finalising the Rate Contract.

  
REGISTRAR

NATIONAL SANSKRIT UNIVERSITY  
TIRUPATI (Dist.)

ANNEXURE A

**Bid For Rice against Tender No.NSU/Hostel/Rice/2023-24/003**  
**dated: 28.11.2023.**

Sl. No	Item Name	Unit	Est. Monthly Consumption	Unit Rate Rs.	Amount Rs.
1	Masuri Rice (12 months old) - Raw Rice (Not Steam rice)	Kg.	10,000		

**Enclosures**

1. Firm Registration Certificate.
2. Pan Card.
3. GSTIN Registration.

Seal:

Place:  
Date:

**Signature of the Bidder**