MURSHIDABAD UNIVERSITY

11, Police Reserve Road (Cantonment Area),
Berhampore, Murshidabad,West Bengal,
Pin- 742101

Website: www.msduniv.ac.in

Land (Off): -03482-295824
Phone (Off): +91-70748-13298

Email: registrar@msduniv.ac.in

Ref No: MU(R)/17/A/Tender/990/2025 **Date: 29.10.2025**

Notice: Inviting Quotation for Supply of Office Almirahs for Murshidabad University, Berhampore

The University intends to invite rates through sealed quotations for the supply and installation of the following furniture for the Dept of Chemistry of Krishnath College Campus, Murshidabad University from interested agencies, parties, suppliers, or distributors. The quotation should bear the superscription **"Quotation for Supply of Office Almirahs"** and should reach to the Office of the Registrar, Murshidabad University, Berhampore, on all working days up to 4 pm during the period from 30.10.2025 to 07.11.2025. Quotations will be opened on 13.11.2025 at 2 pm in the Office of the Registrar, Murshidabad University.

☞ **Eligibility criterion of participation in the tender:**

- The Bidders must submit the self-attested copies of the following documents with the quotation for participating:

  i. Valid copy of Agency Registration.
  ii. Authorized letter to provide Khaitan Almirah
  iii. The bidder must have completed at least one Similar order for the supply of Office Almirahs.
  iv. PAN Card of Proprietor/Agency.
  v. Registration certificate of GST
  vi. The contractor must not be blacklisted/debarred from bidding by any Government Department, PSU or Autonomous institution, as on date of submission of bids. (Declaration to be submitted on letterhead)

Details of Items/Specifications:

Sl. No.	Specification	Quantity
1.	Office Almirah Color- Blue Made of – Steel Brand - Khaitan W x H x D – 90 cm x 195 cm x 50.7 cm with One Locker Thickness of Steel – 18 gauge Handle – Bar type, Lock – Metal lock	04

✓ **Please submit your quotation for as per our requirements (above mentioned in tabular form) within ₹75,000 (including GST, Installation and all Charges).**

Terms & Condition: -

1. The quoted rates should include all charges and should be inclusive of all taxes.
2. No advance payment will be paid. The 100% NEFT / Cheque payment will be made only after satisfactory delivery and installation of almirahs. The job needs to be done within 07 working days after receiving the work order. If they failed to complete the work their offer will be rejected without further notice and they will be blacklisted for any works/quotations/tenders/bidding from this University.
3. The completion of the work needs to be approved by the concerned Offices for the final approval.
4. The authority reserves the right to either accept or reject any bid without assigning any reasons whatsoever and the tenderer shall have no claim/s on this account.
5. The authority reserves the right to withdraw the tender notice anytime without assigning any reasons whatsoever and the bidders shall have no claim/s on this account.
6. The authority reserves the right to discontinue to receive the services under this tender without assigning any reason.
7. After completion of the aforesaid job delivery challan (two copies) and invoice (two copies) need to be produced

MURSHIDABAD UNIVERSITY * ESTD- 2016 * Berhampore (W.B.)

Rajib Mukherjee

REGISTRAR
MURSHIDABAD UNIVERSITY

Registrar
Murshidabad University
Estd-2018

Copy to:

1. Hon'ble Vice-Chancellor, Murshidabad University
2. Finance Officer, Murshidabad University
3. Deputy Registrar, Murshidabad University
4. University Website
5. Guard File

Rajib Mukherjee

REGISTRAR
MURSHIDABAD UNIVERSITY

Registrar
Murshidabad University
Estd-2018