



# University of Kota, Kota

कोटाविश्वविद्यालय, कोटा

MBS Marg, Kabir Circle, Kota

Ph. No.0744-2472934/2472912

e-mail ID:- registrar@uok.ac.in

Ref No: F.4()GAD/UOK/2023/9646

Date: 07/12/2023

NIB No. 22/2023-24

University of Kota, Kota invites e-tender/bid under Rajasthan Transparency in Public Procurement Act, 2012 & Rules, 2013 for supply/hiring of following goods/services from experienced, technically and financially sound & reputed bidders fulfilling eligibility criteria through e-tendering system as described in the bid document as appended below:-


S. N.	Name of goods/services	Specifications/ Scope of work	Estimated cost	Bid Security	Tender fee	RISL Processing fee
1	ARC for Supply of Stationary/Computer Stationary items	As per BOQ	Rs. 15.00 lakh	Rs. 30000/- (2% of the Estimated cost)	Rs. 1000/-	Rs. 500/-

Important dates for downloading and submitting the e-tender are as follows:-

Date and time of downloading of bid document	07/12/2023 (05.00 PM) to 18/12/2023 (06:00 PM)
Date and time of online submission of bid	08/12/2023 (11.00 AM) to 18/12/2023 (06:00 PM)
Last date of physical submission of D.D. of Bid Security, Tender fee and RISL processing fee	19/12/2023 (05.00 PM)
Date and time of online opening of Prequalification/Technical Bid	20/12/2023 (02:00 PM)
Date and time of online opening of Price Bid in the office of Comptroller, University of Kota, Kota	To be informed separately

### Instructions to bidder:-

1. The bid documents, terms and conditions may be seen and downloaded from the web site [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in), [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in) or university website [www.uok.ac.in](http://www.uok.ac.in).
2. The Interested bidders may submit their on-line bids along with separate Demand Drafts drawn in favour of "Registrar, University of Kota, Kota" payable at Kota towards the cost of Tender Fee (non-refundable) and RISL Processing Fee (Non-refundable) demand draft shall be in favour of "Managing Director, RISL" payable at Jaipur. A separate Demand Draft of Bid Security (Refundable) shall be in favour of Registrar, University of Kota, Kota.
3. The above demand drafts and required sample of stationary must reach physically in the office of Procurement Entity, University of Kota, Kota on or before last date as mentioned above failing which bids shall not be considered.
4. Bidders, having digital signature certificate (DSC) as per IT Act, 2000 to sign their electronic Bids, shall submit their offer online on [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) with in stipulated time and date mentioned herein above. Bids shall not be accepted personally. The Bids will be opened on the same date and time before purchase committee in the presence of bidder or their authorized representative who may be present.
5. In the event of the specified dates being a holiday, the activities assigned on that date may be carried out on next working day on the same time.
6. University of Kota, Kota is not bound to accept the lowest bid and may reject any bid or any part of the bid without assigning any reason therefore.
7. Bids received after the prescribed time and date will not be considered.
8. The bidders shall have to submit GST Registration number without which the bids will not be considered.
9. Validity: - 90 days from the opening of Technical Bid.
10. In case of any query, the undersigned (Procurement Entity) may be contacted at 0744-2472912/2472934 or e-mail at [registrar@uok.ac.in](mailto:registrar@uok.ac.in)

  
(Registrar)

Procurement Entity