OFFICE OF THE UNIVERSITY ENGINEER
WORKS DEPARTMENT
(An allied unit of Patna University, Patna)
PATNA UNIVERSITY, PATNA- 800 005
Email: puer@patnauniversity.ac.in

Re-SHORT NOTICE INVITING QUOTATION

Quotation No.: 04/2026-27 Date: 02/11/2026

Designation of officer inviting quotation	University Engineer, Patna University, Patna
Last date of issue of Quotation document with Time	Office of The University Engineer Patna University, Patna up to 5:00 P.M. on 25/11/2026
Place, Time & Date of receiving of Quotation	Office of the University Engineer, Patna University, Patna up to 3:00 P.M. on 26/11/2026
Place, Time & Date of opening Tender	In the office of Registrar Patna University, Patna at 3:30 P.M. on 26/11/2026

S.N	Description of work	EMD	Cost of Document	Time of Completion
1	Supplying Fitting Fixing of CCTV Camera with accessories in Main Administrative Building PU ,VC Chamber and Darbhanga House Rani Block Patna university, Patna	@ of 2% of Quoted rate	500/	15 Days

TERMS & CONDITIONS:

1. The quotation notice (SNIQ) can be seen in Patna University web site www.pup.ac.in .any changes w.r.t this quotation will be notified in Patna University web site www.pup.ac.in. and University Notice Board .

2. Agency should be obtained quotation documents from office of the University Engineer submitting the cost of document fee given above.

3. Document submitted with quotation:

   (i) Registration certificate of firm/Agency
   (ii) Copy of PAN,
   (iii) Copy of GST
   (iv) Copy of Last 3 FY ITR
   (v) Similar type of work experience at Government Organization or universities

4. Earnest money is to be deposited in the shape of N.S.C, Post office time deposit, duly pledged to The University Engineer Patna & D.D/ Banker's Cheque in favor of The University Engineer Patna.

5. Cost of Quotation Document (Non refundable) to be deposited through DD /Banker's Cheque in favor of The University Engineer P.U Patna .

6. The work order will be issued subject to the availability of fund.

7. Quotation Lowest rate , will not be claim of allotment of work.

8. The Draft /Banker's Cheque towards the Cost of Document shall be date one day prior to the last date of receiving of quotation.

9 Payment: 100% after completion of work. The Payment will be made as per work done after submission work satisfactory certificate from undersigned. Applicable Government Taxes(IT@2%, GST@2% & SD@5%) will be deducted from submitted Bill by the successful Bidder. Security deposited amount and Earnest money amount will be refunded after three month completion of work and rest Participated Bidder EMD will be refunded after issue work order to successful agency.

10 Bidder should submit details in the format given at Annexure-1, rates in the format given in Annexure-2 and rate as per specification at Annexure-3. Incomplete bids will summarily be rejected all correction and alteration in the entries of quotation document will be signed in full by the Bidder with date .No erasing or over writing are permissible.

11 The Price quoted by the firm participating in the quotation process should be valid for one year from date of issue work order.

12 The sealed quotation should also be set through courier/Registered/Speed Post in the office of undersigned. Conditional quotation or quotations received after the due time and date shall not be entertained in any circumstances. University Authority would not be responsible for any delay or loss of the quotation document, The quotation will be opened in the office of Registrar Patna university Patna in presence of any intending bidder or his/her authorized representative who may wish to be present at the designated time and place. If he fixed date turns out to be the holiday, the date of opening will be the next day.

13. All disputes, what so ever shall be referred to the sole arbitration of University Engineer, Patna University, Patna and his decision shall be final and binding on the Bidder.

14. All the matters subject to the jurisdiction of Patna High Court.

15 The details may also be seen at website www.pup.ac.in.The Name of work and Quotation No should be mentioned in the front of Sealed Envelop other wise Quotation will not
opened

16. In the event of delay after stipulated Period shall be liability to pay Liquidated damage (L.d) at Purchaser shall deduct from contract price a sum of equivalent to 0.5 Percent of the price of delayed items for each week of delay or part thereof until actual delivery up to a maximum of 10(ten) percent.

17. The undersigned reserve the right to accept or reject any or all the quotation without assigning any reasons.

University Engineer
Patna University, Patna
Date: 03/11/22

Memo No.: 96/U.E

Copy to:1. Proctor Patna University, Patna, 2. Registrar, Patna University, Patna, 3. Finance Officer, Patna University, Patna 4. Assistant Engineer(Elect.), Patna University, Patna, 5. Engineer Assistant(Elect.)t, works Department, Patna University, Patna, 6. Secretary to the Vice Chancellor, Patna University, Patna, 7. In charge, IT Cell for upload quotation document in Patna University website(www.pup,ac.in). The approval of same has been taken on concern file. 8 Mr. Satyendra Kumar, UDC of Works Department, Patna University, Patna.

University Engineer
Patna University, Patna
Date: 03/11/22

Memo No.: 96A/U.E

Copy to: All committee members constituted vide office order memo no. 137.Dated13 02.2025 for opening of quotation.

University Engineer
Patna University, Patna