



**OFFICE OF THE REGISTRAR  
KHALLIKOTE UNITARY UNIVERSITY, BERHAMPUR  
PIN CODE- 760 001, GANJAM, ODISHA**

E-mail: [registrar@kuu.ac.in](mailto:registrar@kuu.ac.in)

Website: <https://kuu.ac.in/>

Notice No. 1227 /Store

Date 24/04/26

**SHORT QUOTATION CALL FOR FURNITURE**

Sealed quotations are invited from registered firms/authorised suppliers/dealers having IT, Pan and up-to-date GSTN registration towards supply of different furniture as mentioned in Annexure-B to the Khallikote Unitary University, Berhampur for the residence of Vice-Chancellor of Khallikote Unitary University.

Terms & Conditions:

1. Tenders are invited under two parts i.e.(i) Technical bid (ii) Financial bid. The bidders are required to submit technical and financial bids separately. The bids in sealed Cover-I containing "Technical bid" and Cover-II containing "Financial bid" should be placed in third sealed cover super scribed "**Quotation for Furniture**" and it must reach the undersigned on or before **05.05.2026** through speed post only & tenders will be opened on the next day **(06.05.2026) at 04.00 PM.**
2. The Vender should be exclusively a manufacturer/dealer/ authorised distributor of the articles and have registered office anywhere in India & should have a show room/authorised dealer/authorised partner in Odisha.
3. The firm shall submit list of reputed organizations/Institutions, where similar orders have been executed, if any. Copy of the Purchase Order awarded from the reputed organizations provided along with this bid.
4. These quotations shall remain in force for the Financial Year 2026-27
5. Materials in good condition should be delivered at the Central Stores, Khallikote Unitary University, Berhampur- 760001.
6. In case of imported articles, selected firm will take necessary steps for exemption of Custom Duty etc. at own risk.
7. Copy of IT of Previous three financial years, PAN Card, Valid & <sup>upto</sup> ~~upto~~ -date GST Registration Certificate and Audited Financial Statement of previous three financial years must be enclosed with Quotation/Tender Paper.
8. The quoted rates must <sup>be</sup> valid for minimum period of one year from the date of tender papers.
9. Quotation/Tender, incomplete in any respect, is liable for rejection.
10. The Financial Bid of only those bidders will be opened whose Technical Bids are qualified.

11. The University reserves all the rights to modify the terms & conditions, extension of last date of receipt of Quotation and to accept/ negotiate/reject any or all Quotation in full or in part without assigning any reason thereof.
12. Depending on the urgency of the situation, penalty shall be imposed in case of delay in delivery of goods and service.
13. The firm should <sup>supply</sup> the articles within one week from the date of issue of purchase/supply order. <sup>at his own cost.</sup>
14. Payment shall be made after necessary verification of the goods. The Selected Firm/Agency 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.
15. If the supplied item is not as per the specification or damaged (if found during verification) the supplier shall replace the same immediately at his own expenses.
16. Any change in the schedule will be informed through university website **https:// kuu.ac.in/**.
17. Any query relating to the procurement of Furniture, please contact to Mr. Murtunjoy Singh, DA Store, Ph No.9658101923 or Email:registrar@kuu.ac.in.

By order of Vice-Chancellor

  
22/04/26  
Registrar

Khallikote Unitary University, Berhampur

## **DOCUMENTS TO BE PROVIDED WITH THE TECHNICAL BID**

1. Application Form (Annexure-A)
2. Filled in Form (Annexure-B)
3. Self- Attested copy of PAN Card
4. Self-Attested copy of Aadhaar Card
5. Self-Attested copy of IT of pervious three financial years
6. Self-Attested copy of up-to-date GST Registration Certificate
7. Self- Attested copy of MSME registration Certificate (if any)

*See*

**Application Form****(Annexure-A)**

Sl No	Information Required	Information given
1	Name of the Supplier Firm	
2	Full Address	
3	Name of the Contact person with Contact number	
4	E-mail address	
5	Date of establishment of the firm	
6	GSTN No. (attach photocopy of certificate)	
7	Bank Account Number (with a copy cancelled cheque)	
8	Name of the Bank	
9	Name of the Bank Branch	
10	IFSC code of Bank	
11	MICR Code of Bank	

Certificate that,

1. I/We have read the terms and conditions governing this work of the University and hereby agree to abide by them.
2. The agency (or any of its members) has neither blacklisted by any central or state government organization or any litigation pending with any of these department or Courts of Law.
3. The information provided by us as above regarding the details of firms is correct and nothing has been concealed. In case of any information is found to be incorreceted at later stage, our bids may be summarily rejected.

Name & Authorized signatory with date and seal



## TECHNICAL BID

Name &amp; Authorized signatory with date and seal

Sl. No.	Items Description	Brand Name (Godrej/Nilkamal/Supreme). please specify (Yes/No)			Remark
		Godrej	Nilkamal	Supreme	
01.	Double Bed (King Size) (01 no.)				
02.	Dining Table (04-Seated) (01 no.)				
03.	Sofa Set (01+01+03) (01 no.)				
04.	Study Table with Chair (01 no.)				
05.	Tea Poy (01 no.)				
06.	Steel Almira (01 no.)				
07.	Wooden Chair for Office of the Vice- Chancellor (01 no.)				



**FINANCIAL BID**  
(to be filled in by the bidder)

Sl. No.	Items Description	Amount (including GST and all charge) in Rs. /-			Remark
		Godrej	Nilkamal	Supreme	
01.	Double Bed (King Size) (01 no.)				
02.	Dining Table (04-Seated) (01 no.)				
03.	Sofa Set (01+01+03) (01 no.)				
04.	Study Table with Chair (01 no.)				
05.	Tea Poy (01 no.)				
06.	Steel Almira (01 no.)				
07.	Wooden Chair for Office of the Vice- Chancellor (01 no.)				

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