

From

The Store Purchase Officer
Lala Lajpat Rai University of Veterinary and Animal Science
Hisar- 125004, Haryana, Ph. 01662-256078, email:spo@luvas.edu.in

Memo No. LUVAS/SPO/22/4078

Dated: 28/12/2022

Subject: Rate Contract for the Purchase of Anti Virus for the Period ending 30-09-2023.

Dear Sirs,

1. It is understood that you are an manufacturer/authorized dealer/stockist for the above item. The University is interested to enter into rate contract with you for the Purchase of this Item for the period ending **30-09-2023**. You are, therefore, requested to quote your rates and other terms and conditions for the same by the specified date:

Sr. No.	Name & specification of the Item
1	Anti Virus "K7 Total Security" (For One & Three years)
2	Anti Virus "Quick Heal Total Security" (For One & Three Years)

2. In case, the above mentioned item(s) is/are on rate contract with DGS&D/DS&D (Haryana), an authenticated copy of the same may be supplied along with your offer. In case, no rate contract has been finalized till date with these authorities, a copy of such rate contract, as and when finalized, may be supplied to this office during the currency of the University's rate contract.
3. The following terms may please be spelt out in your offer clearly:
 - (i) Rates (Enclose authenticated price list).
 - (ii) Discount.
 - (iii) F.O.R
 - (iv) Taxes (in percent). Please note that we do not issue Form 'C' or 'D'
 - (v) Other levies viz., Excise Duty, Custom Duty etc.
 - (vi) Payment terms
 - (vii) Delivery period
 - (viii) Guarantee/Warranty
 - (ix) After sales service
 - (x) Installation charges.
 - (xi) Any other charges, if any.
4. The University Campus is situated outside Municipal Limits, and as such no Octroi is payable, if the material is supplied by Rail at the University directly. In case, packing, forwarding, freight and insurance charges etc. are required to be paid by the University, you will have to supply Actual Payee Receipts thereof. **The charges, not mentioned in your quotation, shall not be paid by the University in any case.**
5. As a general policy, the University tries to make 100% payment within 15 days of receipt of material subject to proper installation, wherever applicable and satisfaction of the Inspection Committee. No advance payment or payment against documents through Bank shall be made.
6. The articles of fragile nature, particularly glasswares etc. shall be accepted through personal delivery or else the transit risk shall be to your account. The samples can be asked for, wherever required.

7. The following certificates may please be recorded in your offer:
- (i) **That we are maintaining only one countrywide price list applicable to all the customers on which the present rates contract is based.**
 - (ii) **That the rates, and other terms and conditions offered to LUVAS are in no way inferior to those being offered to other Govt./Semi Govt. Departments/Institutions including DGS&D/DS&D (Haryana).**
 - (iii) **That in case, the rates are reduced/or more discount including any special incentive for sales promotion is offered by you during the currency of rate contract, the University shall be informed promptly.**
 - (iv) **That the discount offered to LUVAS is the same as is being offered by you to your Distributors.**
 - (v) **That you have not been debarred/blacklisted by DGS&D/DS&D (Haryana) or any State Govt., University etc.**
 - (vi) **In case there is any changes in GST rates or other taxes, the same will be applicable to LUVAS with immediate effect.**
8. **Copy of proof of your being manufacturer/authorized dealer/distributors must accompany your offer.**
9. **It may please be certified that no family member of your concern is serving in this University. In case it is found that any member belonging to the family of your concern is a University employee, the quotations/tenders sent by you will be rejected outrightly.**
10. The sealed quotations, complete in all respects, must reach the Office of the undersigned latest by **04th January, 2023** by **12.00 Noon**. The quotations shall be opened on **05th January, 2023** at **11.00 A.M.** in this Office. "QUOTATIONS FOR THE SUPPLY OF _____ DUE ON ____" may please be superscribed on the envelope.
11. In case, any other information/clarification is required, please contact the undersigned at Tele No. **01662-256078** on any working day (Monday to Saturday except 2nd Saturday) during office hours (9.00 a.m. to 4.30 p.m. during August to April and 7.30 a.m. to 2.00 p.m. during May to July).
12. The offer received late/or incomplete will be rejected. The dispute, if any, shall be subject to the jurisdiction of Courts at Hisar. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

Sd/-
Store Purchase Officer