

**North East Regional Institute of Education
National Council of Educational Research and Training
Umiam, Ri-Bhoi District, Meghalaya, Pin- 793103**

Terms and Conditions for Purchase of Library Furniture/Equipments for NERIE:

(Ref:- NERIE website advt. No. F.No.1-30/2000-NERIE(ESTT)LIB/1224 Dated October 19, 2012)

1. Each firm or the supplier representing should submit only a single tender.
2. The tenders should be submitted in sealed envelopes and send either by registered post with acknowledgement due or in person by obtaining receipt.
3. Before executing the full supply, a sample of the item/items has to be made available for inspection by the duly constituted committee and got approved.
4. Wherever applicable, DGS&D rates will be taken into consideration for purchasing the items/goods.
5. The Institute authority should be satisfied that the price of the selected offer is reasonable and consistent with the quality required.
6. The tenders will be opened on a suitable date as decided by the NERIE and the selected firm will be informed accordingly.
7. The percentage and element of duties and taxes etc. included in the price of the items/goods should be specifically stated. As NERIE is a Central Government organization, any tax relaxation available should be extended.
8. The Supplier should give delivery of the items/goods to the office in good condition. Items/goods that are not delivered in good condition shall have to be made good, or as deemed fit by the NERIE.
9. The Institute reserves the right to reject the items/goods which do not conform to the specifications or/and requirements of the Institute.
10. Specific guarantee period against manufacturing defects, etc. if applicable, should be furnished.
11. The Supplier shall be responsible for transportation of goods to the office premises. Packaging, loading and unloading, and transportation costs etc. shall be carried out by the Supplier. Hence, rates should be quoted inclusive of these charges.
12. The successful tenderer should deposit a minimum of 5% of the total orders towards Security Deposit at the time of awarding the supply order, which is refundable.
13. The Supplier should give delivery of the items/goods within 15 days from the date of supply order.
14. No advance payments will be made to the Supplier. Payment will be made through cheque only after the items/goods are received by the office.
15. Non compliance of any of the above provisions on the part of the Supplier would constitute sufficient ground for annulment of the award of the job.
16. The decision of the Institute shall be final and binding in all matters. Legal jurisdiction for this tender will be Shillong city only.

Date: 20.11.2012


ADMINISTRATIVE OFFICER