



Formerly known as
Dhirubhai Ambani Institute of Information and Communication Technology

OPEN INQUIRY

FOR

ONE TIME PURCHASE FOR SUPPLY OF ELECTRICAL ITEMS

Inquiry No: EE2425004

For any technical clarification, please write to estate_engineer@dau.ac.in and registrar@dau.ac.in

Last date of Submission of Bid: 14/11/2025 up to 15:00 hrs.

Annexure 1: General Terms & Conditions

Annexure 2: Technical & Financial Bid

Annexure – 1: General Terms & Conditions:

- The bidder should invariably submit the quotation in a sealed cover on their letterhead, with signature and stamp.
- The quoted rates must be inclusive all taxes, loading, unloading and delivery charges.
- Evaluation of quoted prices by bidders will be done by duly constituted Purchase Committee. Responsiveness of the bids will be checked for each item of the price bid. However, DAU, if it so desires, reserves the right to seek any clarification from the Bidders on the information provided in the Price Bid. Reasonability of the prices for the quoted items will be evaluated and if required Purchase Committee reserves the right to ask for recent invoices with prices of the same items given at different institutes/parties for price justification. All the responses shall be in writing only. If prices are not found to be reasonable / justified, DAU reserves the right to reject the bid or part of the bid.
- After the evaluation, the university reserves a right to award purchase order to one or more than one bidder as per the recommendations of the Purchase Committee.
- The rates quoted by the bidders will remain valid for a period of three months, from the last date of submission of the bid.
- The institute reserve the right to award purchase orders and re-purchase orders in parts, over a maximum period of six months.



- Other electrical items not included in this Inquiry shall be provided as per the requirements of the organization, after inviting bids from the selected bidders participated in the process.
- The rate can be extended on mutually agreed terms and conditions with the approval of the DAU beyond the stipulated period, if necessary.
- Product (Item) if found damaged and substandard, will have to be taken back and replaced by new product (item) at the cost and risk of the supplier within a period of one week.
- **Delivery Period:**
 - Delivery of the product (item) should be made with a proper Gate Pass/Delivery Challan within 15 working days from the date of purchase order, but in emergency the delivery period may be reduced up to 7 working days and bidder is bound to supply the product (item) within Date of Delivery period.
 - The supplier shall deliver the items in stages as per the delivery schedule outlined in the Purchase Order.
 - The delivery of the item must be made to the authorized employee in our general store as per the details mentioned in the purchase order, between 2:00 PM and 5:00 PM on working days (Monday to Friday).
- **Penalty Clause:**
 - If for any reason, bidder fails to supply within stipulated time for more than one occasion institute reserves the right to cancel / reject the contract and may impose penalty as per penalty clause including declaring the bidder put on holidays from participating in future Inquiry's any other activities of the institute for the period as decided by the DAU.
 - Penalty up to 3% of the purchase order value of that product (item) may be imposed. The institute will recover (with applicable GST thereon) from the accumulated or any other pending payments to the bidder.
- **Warranty:**
 - The bidder shall attach warranty cards with the supplies, wherever given by the manufacturer.
- **Payment Terms:**
 - Payment will be made within 20 working days of receipt of correct invoice and acceptable ordered product (item). However, Institute shall not incur any liability to pay interest on bills/ Invoice/ E-Invoice, payment of which is delayed for official processes, etc., reason.
 - No Advance payment will be made.
- **Rejection of Bid:**
 - Dhirubhai Ambani University reserves the right to reject any Bid, and the bidding process and reject all bids at any time prior to award of rate Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.
- **Disputes:** Any disputes and /or difference of opinion arising out of the work concerning this shall be referred to the Executive Registrar of the institute whose decision shall be final and binding on you. All legal disputes arising out of this contract will be subject to Gandhinagar jurisdiction.