

SANT GADGE BABA AMRAVATI UNIVERSITY
 University Campus, Near Tapowan, Mardi Road, Amravati 444602
Phone No. (0721) 2668195, 2668206, 2668158 Ext. No. 237, 240 Fax No. : (0721) 268049, 26682135
Email - grstore@sgbau.ac.inGRAM-AMUNI Website : www. sgbau. ac.in

Outward No. **321** Date : **27/01/2026**

Quotation Notice

Quotation Notice No. SGBAU/2/Store/FER/2025-2026 dated 27/01/2026 Date 06/02/2026

Sir,

Sealed quotation duly superscripting our Enquiry reference number and due date are invited for Refilling of various type of fire Extinguishers installed at University Teaching and Administrative Sections / Departments including servicing, spare and re-installation etc. complete as per our terms mentioned. Quotation complete in all respect shall be received on or before 06/02/2026 upto 01.00 PM at **Central Administrative Section (GAD) Main Administrative Building, University Campus, Near Tapowan, Amravati 444602**

Sr. No.	Name of Items with description	Quantity Required Approx.
1	2	3
1	Refilling of ABC 6 kg. Fire Extinguishers	110 Nos.
2	Refilling of D.C.P 5 kg. Fire Extinguishers	12 Nos.
3	Refilling of D.C.P 10 kg. Fire Extinguishers	106 Nos.
4	Refilling of CO2, 4.5 kg. Fire Extinguishers	11 Nos.
5	Refilling of CO2, 2 kg. Fire Extinguishers	12 Nos.
6	Refilling of ABC 5 kg. Fire Extinguishers	45 Nos.
7	Refilling of 9 Lit. Water Type Fire Extinguishers	02 Nos.
8	Refilling of ABC 02 kg. Fire Extinguishers	12 Nos.

Note - 1) The quotation (Rates) should be submitted only on the prescribed quotation format which is enclosed with the quotation notice

- 2) Delivery period for supply of this work is as per given in order i.e. 15 to 20 days approx.
- 3) The payment will be made only after satisfactory supply
- 4) Bidder should quote their rates including of all taxes, with GST, transportation, handling etc.
- 5) Right to reject / accept quotation partially or fully is reserved by the University


 Deputy Registrar (Store)
 Sant Gadge Baba Amravati University

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GENERAL TERMS & CONDITIONS
Quotation Notice No. SGBAU/2/Store/FER/25-26 dated 27/01/2026 Due Date (06/02/2026)

Subject - Refilling of various type of fire Extinguishers installed at University Teaching and Administrative Sections

/Departments including servicing, spare and re-installation etc.

- 1) Quotations are invited from experienced supplier for Refilling of various type of fire Extinguishers installed at University Teaching and Administrative Sections / Departments including servicing, spare and re-installation etc.
- 2) Quotation complete in all respect shall be received on or before 06/02/2026 upto 01.00 PM at Central Administrative Section (G.M.D) Main Administrative Building, University Campus, Near Tapowan, Amravati 444602 and Quotation shall be preferably opened on 06/02/2026 at 1.00 PM in the presence of Tender opening committee.
- 3) The Quotation should be submit the following documents(Single Bid Envelope Systems). If following documents are not found at the time of opening, the Quotation will not be considered.
 - i) Shot Act Registration Certificate (if Applicable)
 - ii) GST Registration Certificate
 - iii) Prescribed Quotation Form as provided by university.
 - iv) P.A.N Card
 - v) Experience Certificate or Supply Order copy regarding this type of work.
 - vi) License Copy of Fire & Safety dept Registration (if applicable)
 - vii) Tender Terms and conditions (As per Annexure-C)
- 4) a) Successful bidder should have to deposit 5 % of total cost of approved rates as Security Deposit within specific /stipulated period prescribed by University in the form of Demand Draft / Bankers Cheque/ Pay Order/F.D.R. in favour Finance and Accounts Officer, Sant Gadge Baba Amravati University, Amravati
- b) The security Deposit / Tender Deposit / Earnest Money Deposit of successful bidder will be refunded only after 06 months from the date of completion and satisfactory final supply as per terms & conditions.
- c) Failure of the successful bidder to deposit Security Deposit within prescribed time limit shall constitute sufficient grounds for the annulment of the award. In this event the University may make the award to the next lowest evaluated bidder or call for new bids.
- 5) Incomplete Quotation not in conformity with our prescribed specifications will be rejected. University has right to accept/ reject any or all tenders without assigning any reason's.
- 6) The suppliers should quote rates for each article quite independent of the rates of other articles, as it will be the right of the University to accept the offer partially or fully.
- 7) Rates to be mentioned F.O.R. Stores/ Dept (As per Enclosed list), & including all taxes., Servicing, spare, and re- installation / Transportation etc. The approved rates shall be valid upto 30 June 2026. The Work order shall be issued during this period as per requirement from time to time.
- 8) :
 - a) **The cylinders of Fire Extinguishers installed at various Teaching Departments and Administrative Sections will have to be refilled at the respective departments / Sections.**
 - b) **Successful Bidder has to collect the fire extinguishers from various Teaching and Administrative Departments / Sections (As per List Enclosed) of the University, take it out for the job and after completion of work fire extinguishers to be displayed at various places as per the direction of respective Head of Department / Sections duly labeling due date, Expiry Date and refilling date at the cost of supplier.**
 - c) **The Quantity of cylinders mentioned in the tender is tentative it can be reduced or increased as per requirement.**
 - d) **After satisfactory refilling of Fire Extinguisher the Certificate of the respective department /s , Section/s will have to be submitted along with the invoices.**
- 9) The supplier shall supply the ordered goods within the delivery period mentioned in the purchase order. Failing which the penalty @ 0.5% per week shall be charged of order value and shall be deducted from the bill of supplier. In case of emergency, University shall reduce the delivery period and the supplier shall have to deliver the goods within the reduced delivery period.
- 10) In case of substandard material, the supplier shall have to replace same within 7 days otherwise penalty @ 0.5% per week shall be charged of ordered value and 5% penalty at the cost of material due to substandard supply. In case of defects noticed during use of the materials etc. Failing which the material will be repaired / purchased from another agency and the difference in cost, if any adjusted from the Earnest Money / security deposit or other any pending bills of the supplier.
- 11) University has right to reject any part or full articles if the quality of material is disapproved & will be kept in stores / Dept at supplier's risk only. It should be replaced at suppliers' own cost within seven days.
- 12) In the event of failure to comply with the supply order the SD will be forfeited. As well as if suppliers fail to replace the rejected goods in time, we are at liberty to purchase the ordered goods from the open market without giving any prior notice & if compelled to purchase at the higher price than your approved rates such losses shall be recovered from the S.D. or any outstanding payment of the tenderer.
- 13) Weight/Quality/Quantity of the materials will be confirmed after our physical checking at our stores/Dept. & if the shortage in any terms is found, amount will be deducted from the invoice.
- 14) No negotiations will be done
- 15) The Terms of payment in advance will not be accepted
- 16) **Term of payment:** Payment to be made to the supplier will subject to the deduction of taxes applicable at source at the rate in force from time to time and after satisfactory supply.
- 17) No Person or organization should have a direct interest in another organization participating in the quotation process. If there is such a direct interest, it will be treated as conflict of interest and as a result both or more renderers will be rejected. Example- if two companies are to submit tenders for the same project, then the person who is the owner / director / partner / majority shareholder of company "X" should not be the same person as the owner / director / partner / majority shareholders of Company "X".
- 18) Any dispute arising out of or relating to this enquiry / tender/Quotation or during the period of contract the decision of Hon'ble Vice-Chancellor shall be final.
- 19) Right to reject / accept/ quotation partially or fully is reserved by the University


Deputy Registrar (Store)
Sant Gadge Baba Amravati University

I/ We have read carefully and have understood the same in vernacular known to me / us about all the standard Terms & Conditions and I / we hereby agrees to the same and shall abide by them hence this verification

Date.....

Seal & Signature of the Vender

 **Sant Gadge Baba Amravati University**

Quotation Form

To,

Registrar

Sant Gadge Baba Amravati University,
Amravati

**Subject: Refilling of various type of fire Extinguishers installed at University Teaching and
Administrative Sections / Departments including servicing, spare and re-installation
etc complete**

Ref.: Tender Notice No. SGBAU/2/Store/FER/25-26 dated 27/01/2026 (Due Date- 06.02.2026)

R/Sir

With reference to above I / We M/s.....

quote herewith the rates for Refilling of various type of fire Extinguishers installed at University Teaching and Administrative Sections / Departments including servicing, spare and re-installation etc complete. / We read & accepted all terms & conditions which is enclosed with this Tender Form.

Sr. No.	Name of items with description	Quantity Required Approx.	Rate in Rs. Per No. including of GST& applicable taxes. etc	Total Amount
1	2	3	5	6
1	Refilling of ABC 6 kg. Fire Extinguishers	110 Nos.		
2	Refilling of D.C.P 5 kg. Fire Extinguishers	12 Nos.		
3	Refilling of D.C.P 10 kg. Fire Extinguishers	106 Nos.		
4	Refilling of CO2, 4.5 kg. Fire Extinguishers	11 Nos.		
5	Refilling of CO2, 2 kg. Fire Extinguishers	12 Nos.		
6	Refilling of ABC 5 kg. Fire Extinguishers	45 Nos.		
7	Refilling of 9 Lit. Water Type Fire Extinguishers	02 Nos.		
8	Refilling of ABC 2 kg. Fire Extinguishers	12 Nos.		
			Total in Rs.	

Note -The lowest rates will be considered after considering considerable value of all Seven types of Refilling of Fire Extinguishers.

Name of Firm :

GST Registration No. :

PAN :

Signature of Vender :

Name of the Authorized signatory :

Seal of the Firm :

(To be executed on plain paper and self-signed)

**UNDERTAKING REGARDING
OWNERSHIP/DIRECTORSHIP/PARTNERSHIP**

I / We -----

Owner / director / partner / major shareholder of company of M/s. -----

hereby declare that myself as an owner/director/partner/major shareholder of company of any other firm has not been participated in this quotation/tender process

Signature with Stamp of Firm

Name.....

Address

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