

# **NOTICE INVITING QUOTATION (NIQ)**

**For**

**Installation of Temporary CCTV Cameras and Mobile  
Jammer, Frisking**

**Last Date of Submission of NIQ**

11<sup>th</sup> June, 2024 up to 3.00 PM

**Opening of NIQ**

11<sup>th</sup> June, 2024 at 3.30 PM



**Birangana Sati Sadhani Rajyik Vishwavidyalaya  
Golaghat-785621  
Assam**



**OFFICE OF THE REGISTRAR**  
**Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat-785621,**  
**Assam**

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No. BSSRV/Reg/F34/2023/07

Date: 05.06.2024

**Subject:- Notice Inviting Quotation (NIQ) for Installation of  
Temporary CCTV cameras and Mobile Jammer,  
Frisking of candidates for written examination.**

Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat invites sealed Notice Inviting Quotation (NIQ) from Interested firm(s) Installation of Temporary CCTV Cameras with uninterrupted recording during examination time and Mobile Jammer, Frisking of candidates in various Centres located at different places of Assam (**Annexure-1**). The Firm(s)/Agency(s) must have the experience in similar work for different examination conducted by the Govt./Examination Board to be certified by the respective Department/Examination Board.

Interested firm(s)/agency(s) may submit "Notice Inviting Quotation" in a sealed envelope clearly superscripted as "Installation of Temporary CCTV Cameras and Mobile Jammer, Frisking of candidates "on or before 11.06.2024 upto 3.00 PM. Any corrigendum/ addendum shall only be published on the institute website. it is bidders' responsibility to check for any amendment/corrigendum on the website of Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat (<https://www.bssrv.ac.in/>) before submitting their duly completed bids.

Application Fee: Rs. 2,000/- (Rupees Two Thousand only) in the form of Demand Draft from any nationalized bank in favour of Sati Sadhani University, Payable at State Bank of India, Golaghat Branch (non- refundable).

Kindly read the instructions, eligibility criteria, general terms & conditions properly which are given below and see that eligibility criteria, general terms & conditions are fully understood and complied.

Sd/

Registrar  
Birangana Sati Sadhani Rajyik  
Vishwavidyalya Golaghat

**A) Instructions:**

1. Interested Firm(s)/ Agency(s) should submit their response in the prescribed format, in sealed envelope super scribing  
– “**Notice Inviting Quotation (NIQ) of Temporary CCTV Cameras and Mobile Jammer, Frisking of candidates**”.
2. The response should be signed by an authorized signatory of the firm(s)/ Agency(s) bearing his/her full name and status, clearly indicated below the signature along with the official seal of the firm.
3. Incomplete NIQ responses will not be considered. NIQs not in proper format or NIQs without appropriate and supporting documents and NIQs received after last date of submission will be summarily rejected.
4. At any given point of time, if any of the documents furnished by the firm(s)/ Agency(s) is found to be false, it would be deemed to be a breach of terms of contract making the concerned firm liable for legal action, besides termination of its contract.
5. No canvassing or repeated communication should be made with the office, failing which may attract punitive action and will become liable to be de-listed by the Institute.
6. The firm(s), are required to agree to execute the work as per “General Terms & Conditions” for Installation of Temporary CCTV Cameras with uninterrupted recording during examination time and Mobile Jammer, Frisking of candidates.
7. For any query pertaining to this document, correspondence may be made to:  
[registrar@bssrv.ac.in](mailto:registrar@bssrv.ac.in)
8. NIQ submission address:

**The Registrar**

**Birangana Sati Sadhani Rajyik Vishwavidyalaya(Golaghat  
Engineering College Campus)**

**Bogorijeng, Golaghat-785621, Assam**

**B) Eligibility Criteria:**

The firm(s)/ agency(s), who want to submit NIQ should meet the following minimum eligibility criteria:

***Important:** Any firm(s)/ agency(s), must submit the documentary proof in support of meeting the minimum eligibility criteria. Simply an undertaking for any item of the criteria shall not suffice the purpose. All the documentary proof must be listed on the letter head duly signed with official seal, to be submitted with the NIQ proposal.*

**Minimum Eligibility Criteria:**

(Please enclose documents in support for each of the following)

1. Proof of executing similar tasks in conducting various examinations of government agencies.
2. Must have PAN Card, GST Registration Certificate.
3. Income Tax Return for last three years is to be enclosed.
4. Filled in declaration as per the format enclosed.

**C) General Terms & Conditions:**

1. The Committee constituted for scrutiny and short listing, reserves the right to accept/reject any or whole NIQ without assigning any reason at any stage.
2. On the basis of the NIQ received from the firm(s)/ agency(s), a firm will be shortlisted. Further other formalities and negotiations on discount etc. will be done via phone or e-mail.
3. The work order will be sent through e-mail only.
4. The firm(s) must quote their offered rate in **Financial Proposal Form**.
5. Bill should be in triplicate and in the name of The Registrar, Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat. The order number and date must be mentioned against all submitted bills.
6. The institute shall not make any advance or part/installment payment to the firm(s) for the work order made by the institute. The payments shall be released by the institute against the original bill(s) received from the firm(s)/agency(s) after successful conduct of the last date of the concerned examination within a reasonable time i.e. 60 days.
7. The Firm(s)/Agency(s) must have an office within the State of Assam.
8. All disputes and differences arising out or concerning the work are subject to the jurisdiction of Golaghat court only.
9. Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat reserves the right to modify/change/delete/add any further terms and conditions prior to issue of agreement and cancel the NIQs due to administrative reasons.

**Note:** The NIQ will be opened on **11/06/2024 at 3:30 PM**. BiranganaSati Sadhani Rajyik Vishwavidyalaya, Golaghat.

**DECLARATION FOR SUBMISSION OF NIQ**

From: [The name & address of the Firm(s)/ Agency(s)]

To

The Registrar  
Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat.

Sub: Notice Inviting Quotation (NIQ) for Installation of Temporary CCTV  
Cameras and Mobile Jammer, Frisking of candidates.

Sir,

Having examined the details given in Notice/Advertisement and NIQ  
document for the above work,

I/We hereby submit the quotation and other relevant information.

- i. I/We hereby certify that all the statements made and information supplied and accompanying statements are true and correct.
- ii. I/We have carefully read and understood all the eligibility criteria, general terms and conditions of the NIQ document and hereby convey our acceptance for the same. I/We shall accept the final decision of selection of firm(s) and will abide by the rules & regulations of the Institute in execution of work.
- iii. I/We have furnished all information and details necessary for pre- qualification and have no further pertinent information to supply. The information/ documents furnished herewith are true and authentic to the best of my / our knowledge and belief.
- iv. I/We also authorize the authority to approach individuals, employers, firms and corporation to verify our competence and general reputation.
- v. I am/ we are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my NIQ at any stage besides liabilities towards prosecution under appropriate law.

(Signature of the applicant(s) with full address, date and office seal)

**Annexure:**

1) Technical Proposal 2) Financial Proposal

## TECHNICAL PROPOSAL

Reference NIQ No.: BSSRV/.....

Date:.....

<b>1</b>	Name of the Firm/ Agency with complete Postal Address: Name, Designation, Address, Tel. No. and E-mail ID of authorized person of Firm/Agency to deal with	
<b>2</b>	Please specify as to whether the Bidder is the Sole proprietor/ Partnership firm/Pvt. Ltd. (Attach copy of PAN)	
<b>3</b>	Permanent Income Tax account No. of the Firm with circle/ward and GST Registration Certificate(duly attested photocopy to be attached).	
<b>4</b>	Name of the reputed Government Department, Examination Board et. for whom similar work is done. (Attach copies of Successful completion of the work issued by the concerned Organization)	
<b>5</b>	Average Annual financial turnover from the same business. Accounts, Balance Sheets duly certified by the Chartered Accountant should be submitted in support of this along with ITRs of above financial years.	
<b>6</b>	Bank Account Detail	
<b>7</b>	Any other information Tenderer wants to provide in support of their experience	

(Self-attested photo copies of all supporting documents must be attached for verification of the information provided above)

**Signature with seal**

## FINANCIAL PROPOSAL

(The financial Proposal is required to be submitted separately in a sealed cover.)

To

The Registrar  
Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat,  
Assam.

**Sub:** Rate offered per student for Installation of Temporary CCTV Cameras and Mobile Jammer, Frisking of candidates to conduct various examinations.

Dear Sir,

With reference to NIQ No.: BSSRV/..... dated ....., we are hereby submitting the quoted rate below.

Rate offered per student for Installation of Temporary CCTV Cameras and Mobile Jammer, Frisking:

The rate shall remain constant for a period of 6(six) months.

Place:  
Date:

Signature of the Bidder with Seal  
Name, Address of the Bidder:  
Telephone No.:  
E-mail ID:



## **CERTIFICATE**

**(To be provided on letterhead of the firm/agency)**

I, hereby certify that the above firm neither blacklisted by any Central / State Government / Public Undertaking / Institute nor is any criminal case registered/pending against the firm or its owner/ partners anywhere in India. I also certify that the above information is true and correct in any every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above firm maybe summarily terminated and the firm should be blacklisted.

Place:

Signature of the Bidder with Seal

Date:

Name, Address of the Bidder:

Telephone No.:

E-mail ID:

### Annexure-1

#### List of Venues for conducting the Written Examination

Sl. No.	Name of the Centre/Venue	Name of the Place	Total Candidates
01	Tinsukia College	Tinsukia	550
02	Tinsukia Commerce College		500
03	J. B. College	Jorhat	1200
04	CKB Commerce College		408
05	Tezpur College	Tezpur	1064
06	Diphu Govt. College	Diphu	109
07	G.C. College	Silchar	668
08	Bongaigaon College	Bongaigaon	672
09	Paschim Guwahati College	Guwahati	700
10	Guwahati College		800
11	B. Barooah College		900
12	Arya Vidyapeeth College		1200
13	Centre 1*		1823
14	Centre 2*		
15	Centre 3*		
<b>Total</b>			<b>10,594</b>

\*N.B.- Subject to selection of the Centre