



**OFFICE OF THE REGISTRAR**  
**PALAMURU UNIVERSITY**  
(Accredited with Grade 'B' by NAAC)  
**MAHABUBNAGAR – TS.**

**No.268/Hostel Tenders/PU/2023**

**Date:01-11-2023.**

**TENDER NOTICE**

Palamuru University, Mahabubnagar, invites sealed tenders for supply of the following items noted below for the year 2023-2024, following Hostels located in the campus.

1. Provisions 2. Sona Masuri Rice

**Locations for supply**

- 1) University Boys Hostel
- 2) University Women's Hostel
- 3) University New PG & Pharmacy Boys Hostel

Interested parties may obtain Tender documents from the undersigned on any working day between **10.00 A.M.** to **5.00 P.M.** from **02-11-2023** to **09-11-2023**.

The tender documents can also be downloaded from the website of Palamuru University [www.palamuruuniversity.ac.in](http://www.palamuruuniversity.ac.in) The filled tender forms will be received till 03.00 pm on **09-11-2023** will be opened on **09-11-2023** at 11:30 AM as per scheduled in the tender documents in the presence of the representative's firms. The tender documents should be accompanied with an application fee of **Rs.3,000/-** (Rupees Three Thousand only) (Non-refundable) and with an Earnest Money Deposit mentioned in the tender schedule which is refundable in case of unsuccessful bidder.

Note: Due to prevailing election code & exigency, instead of e-Procurement, University has decided to go for inviting sealed tender for supply of required items to the hostels, for a limited period.

**Sd/-**  
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Particulars of Tender document, application fee Earnest Money Deposit last date for submission of Tender and opening of the tenders.

- I) Issue of Tender Forms 02-11-2023 10.00 AM onwards
- II) Last Date for submission of Tender Form 09-11-2023 - 3.00 PM
- III) Opening of Sealed Tenders on Date: 09-11-2023 - 3.30 PM

Sl. No.	Items	Application Fee	E.M.D.	Requirement Per month approximately	Remarks
1	Provisions (List enclosed)	Rs.3,000/-	Rs.50,000/-	As per the requirement	
2	Sona Masuri Rice	Rs.3,000/-	Rs.50,000/-	70 Quintals per month	

Note: Financial Bids for each item may be submitted separately.

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**TERMS AND CONDITIONS**

1. Application for Tender for the supply of articles shown in the tender notice are to be submitted in sealed covers mentioned in the name of the supply of the items specified in the tender schedule up to **03.00 PM on 09-11-2023 and the same will be opened on 09-11-2023 at 3.30 PM in presence of the members of the Purchase Advisory Committee of Palamuru University, Mahabubnagar.**
2. The quotations shall be submitted in accordance to the terms and conditions. It shall be construed that the terms and conditions are hereunder have been agreed, once Tender document is submitted.
3. The firm should quote the tender rates in the prescribed application form obtained from the University Office/downloaded from the website of the Palamuru University, along with an application fee separately for each item as listed below, in favour of Registrar, Palamuru University, Mahabubnagar.

Sl. No	Items	Application Fee	E.M.D.
1	Provisions (list enclosed)	Rs.3,000/-	Rs.50,000/-
2	Sona Masuri Rice	Rs. 3,000/-	Rs.50,000/-

***\* Items supply will be for 3 months & may be extended further based on satisfaction & requirement.***

4. The firm should attach the attested photocopy of GST/VAT (if applicable) registration certificate (2) PAN card (3) Aadhar Card (4) Income tax clearance certificate issued by the competent authority without fail. Non-submission of any of the above documents will automatically leads to the rejection for the tender submitted without assigning any reason and no correspondence will be entertained in this regard.
5. Goods are required to be delivered at University Hostels and tenderers may quote accordingly.
6. Tenderer should have own firm with proper Postal Address for communication and all the future correspondence will be made by Post / email / WhatsApp only. The ordered items should be supplied fully as per the supply order. Further, the items should deliver in one lot within Seven Days of the receipt of Supply Order from this office in the day time (10.00 AM to 01.00 PM and 04.00 PM to 05.00 PM). The supply orders will be placed as per the requirement of the University Hostels and the tenderer has got no right to demand the purchase of all the quoted items of the List.

7. There would not be any over writings or corrections in the quotation. If a figure is to be amended, it should be neatly scored out the revised figure written above and the same must be attested with full signature and date. In the absence of attested signature, the quotation is liable to be rejected.
8. The quantity of articles indicated in the attached statement may increase or decrease at the discretion of the undersigned without assigning any reason. In case an order for any articles is placed for quantity 100 or more one sample shall be retained by the Hostels and no cost will be paid for the same.
9. The rates quoted by the contractor shall hold good for a period of One year from the date of commencement of Contract, and no amendment except increase or decrease in the rate of sales tax during the period of execution of the contract will be accepted under any circumstances and it is binding on the part of the contractor to supply the items as per the rates approved by Purchase Advisory Committee till the end of the contract period.
10. The attention of the tenderers is also invited to the fact that just for the sake of obtaining the tender if any tenderer quoted / lowest rates far below standard non-branded items and on the opinion of the PAC, if the rates quoted are not genuine and is below the reasonable rate, their tender will be rejected without assigning any reasons and no correspondence will be entertained by this office in this regard.
11. Prior to acceptance of the tender, it is mandatory on the part of the firm to supply only branded items to the University Hostels. The tenderer has to give the free Offers / gifts / Less on MRP provided by the company/manufacturer, mandatory in applicable cases. NO expiry items will be accepted.
12. In the event of acceptance of the quotation and placing of the order for purchase of the articles ordered for would be subjected to inspection by the undersigned or his representatives and are liable to be rejected if the article supplied are not according to approved samples or do not confirm to the specifications prescribed.
13. **Any deviation from terms and conditions / samples / any refusal / unethical practices, the undersigned empowered to cancel the tender and recall the fresh tenders and the EMD will be forfeited and the firm will be blacklisted.**
14. Tenders which don't comply with the above conditions are liable to be rejected without assigning reasons and no correspondence will be entertained in this regard.
15. On acceptance of the Tender, it will become a contract and shall be bound by the terms and conditions of the quotation.
16. The amount of EMD/Security Deposit of successful bidder will be retained by the Palamuru University, till the end of contract. The EMD of unsuccessful bidders shall

be refunded.

17. The undersigned has empowered to cancel/ recall the tenders fully / partially. In case of any dispute, the decision of the Purchase Advisory Committee of Palamuru University will be final. Negotiations will be made in connection with finalization of rates wherever necessary.
18. If the contractor fails to supply the articles within the stipulated date, time and in quality as per the supply order, the undersigned reserves every right to purchase the articles from the open market or get the rest of the contract completed from person or firm and the difference of price if any, shall be deducted from the earnest money / security deposit and in any case any amount in excess of the security money deposit the contractor shall be liable to pay the amount.
19. The Payment will be made by means of Money transfer through electronic mode as per fund available by the concerned Principals of the Hostels.
20. Income Tax for Professional Technical services will be imposed as per IT Rules applicable.
21. Any dispute in this process would subject to the Mahabubnagar Jurisdiction of only.
22. These instructions to tenderers are to be signed by the contractors and returned with the tender under whose name the firm registered.

**Sd/-  
REGISTRAR**

**Encl: List of Articles**



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**COMMON TECHNICAL BID**

- 1) Tender for supply of : \_\_\_\_\_
- 2) Name of the Firm : \_\_\_\_\_
- 3) Owner of the Firm : \_\_\_\_\_
- 4) Address of the Firm : \_\_\_\_\_
- 5) Trade license from concerned authority : \_\_\_\_\_
- 6) GST /VAT Certificate (attach Xerox copy) : \_\_\_\_\_
- 7) PAN Card (attach Xerox copy) : \_\_\_\_\_
- 8) Aadhar Card NO. (attach Xerox copy) : \_\_\_\_\_
- 9) Income tax certificate (attach Xerox copy) (latest 2 Years Returns wherever applicable) : \_\_\_\_\_

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- 10) Application Fee : Rs. \_\_\_\_\_/- DD No. \_\_\_\_\_  
Date: \_\_\_\_\_  
(Name of the Bank) \_\_\_\_\_

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- 11) E.M.D. : Rs. \_\_\_\_\_/- DD No. \_\_\_\_\_  
Date: \_\_\_\_\_  
(Name of the Bank) \_\_\_\_\_



**OFFICE OF THE REGISTRAR**  
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**FINANCIAL BID FOR SUPPLY OF SONA MASURI RICE**

- 1) Name of the Firm : \_\_\_\_\_
- 2) Address of the Firm : \_\_\_\_\_
- 3) Owner of the Firm : \_\_\_\_\_
- 4) Tender for supply of : \_\_\_\_\_  
Old Good Quality Sona Masoori Rice  
KURNOOL

**1. Old Good Quality Kurnool SONA MASURI RICE (12 Months Old) ::**

Rate per One Quintal (100 Kgs) Rs. \_\_\_\_\_/-

(Rupees \_\_\_\_\_ only)

**2. Old Good Quality Kurnool SONA MASURI RICE (24 Months Old) ::**

Rate per One Quintal (100 Kgs) Rs. \_\_\_\_\_/-

(Rupees \_\_\_\_\_ only)

**SIGNATURE WITH SEAL**



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**FINANCIAL BID FOR SUPPLY OF PROVISIONS**

- 1) Name of the Firm : \_\_\_\_\_
- 2) Address of the Firm : \_\_\_\_\_
- 3) Owner of the Firm : \_\_\_\_\_
- 4) Tender for supply of : \_\_\_\_\_
- provisions

S. No.	Particulars	Unit	Rate per Unit
1	Badam	Kg	
2	Biryani Leaf	Kgs	
3	Bombai Brooms	Each	
4	Bonugulu (Murumaralu)	Kg	
5	Chana	Kg	
6	Chanaga Pappu	Kg	
7	Chanaga Pindi	Kg	
8	Chapathi Pindi (Wheat)	Kg	
9	Chicken Masala	Kg	
10	Chilli Sauce	Ltr.	
11	Chole Chenigalu (Kabulu)	Kg	
12	Coconut brooms	Each	
13	Coconut Powder	Kg	
14	Corn flour	Kg	
15	Crystal Salt	Kg	
16	Dalchina Chekka	Kg	
17	Dhaniya Powder	Kg	
18	Dry Chilli	Kg	
19	Garam Masala	Kg	
20	Garlic	Kg	
21	Ghee	Kg	
22	Ginger	Kg	
23	Idly Rawa	Kg	
24	Ilachi	Kg	
25	Jamun atta (Gulab Jamun)	Kg	
26	Kaaju	Kg	
27	Kandi Pappu	Kg	



28	Kissmiss	Kg	
29	Lavanga	Kg	
30	Lemon Salt	Kg	
31	Liquid Hand Wash	Kg	
32	Lyzol	Kg	
33	Marwadi Menti	Kg	
34	Match Box	Kg	
35	Meal Maker	Kg	
36	Minapa Pappu	Kg	
37	Mirchi Powder	Kg	
38	Miriyalu	Kg	
39	Motta Rice	Kg	
40	Myda Pindi	Kg	
41	Nuvvulu	Kg	
42	Palli	Kg	
43	Papad	Per packet	
44	Pasupu	Kg	
45	Pesara Pappu	Kg	
46	Phenyle	Each	
47	Poori Pindi	Kg	
48	Putnalalu	Kg	
49	Rai (Avalu)	Kg	
50	Red Harpic	Each	
51	Sabeena	Kg	
52	Salt Powder	Kg	
53	Sambar Powder	Kg	
54	Scrubbers	Each	
55	Semiya	Kg	
56	Shajeera	Kg	
57	Soya Sauce	Per Bottle	
58	Sponze	Each	
59	Sugar	Kg	
60	Surf	Kg	
61	Tamota Sauce	Per Bottle	
62	Tamrind	Kg	
63	Tea Powder	Kg	
64	Upma Rawa	Kg	
65	Vaamu	Kg	
66	Vanta Soda	Kg	
67	Vim Bar	Each	
68	Vinegar	Per Bottle	
69	Zeera	Kg	

**SIGNATURE WITH SEAL**