



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)

Karni Industrial Area, Pugal Road, Bikaner Pin Code: 334004 Ph. 0151- 2250940, 2250950

E-mail id : [reg@btu.rajasthan.gov.in](mailto:reg@btu.rajasthan.gov.in); Web Site: [www.btu.ac.in](http://www.btu.ac.in)



Ref.No. RFQ-2023/Convocation/10348

Date: 09.03.2023

**From:**

Controller of Examination,  
Bikaner Technical University, Bikaner

**To:** \_\_\_\_\_

**Request for Quotation (RFQ)**

**(Rule 24, RTPP 2013)**

Subject: Request for Quotation for Printing and supply of Gold Medal for 1st Convocation-2023

Dear Bidder,

Bikaner Technical University (BTU), Bikaner invites quotation under Rajasthan Transparency in Public Procurement Act, 2012 & Rules, 2013 for supply of following goods from experienced, technically and financially sound & reputed suppliers.

**Technical Specifications**

S. No.	Description / Specifications	Quantity	Total Price (Excluding Tax)
1	<b>Chancellor's Gold Medal:-</b> Chancellors Gold Medal shall be made of 25 grams silver and plated with 20 carat gold. Chancellor's Medal engraved the monogram of BTU through die/Lazer Printing/ Machine Printing on one side and name of student, course & year to be machine written on other side. Medal must be lacquered and complete with satin ribbon & velvet case. Approx size Diameter 5 cm and thickness 2 mm.	01	
2.	Gold Medal: The Gold Medal shall be made of 20 Grams Silver and plated with gold 20 carats. Gold Medal engraved the monogram of BTU through die/Lazer Printing/ Machine Printing on one side and name of student, Course and year to be machine written on other side. Medal must be lacquered and complete with satin ribbon & valvet case. The size Diameter 3.5 cm and thickness - 2mm.	17	

Applicable taxes (to be quoted separately): \_\_\_\_\_

Important dates are as follows:





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Issue Date	09.03.2023
Last Date of submission	11.03.2023 (2.00 p.m.)
Date of Opening	11 .03.2023 (2.30 p.m.)

**Terms & Conditions**

1. Sealed quotation to be submitted/ delivered at the address mentioned below:

**Controller of Examination, Bikaner Technical University, Karni Industrial Area, Pugal Road, Bikaner-334004.**

2. Procuring Entity reserves the right at its absolute discretion:
  - (i) By written notice to prospective suppliers to do any of the following things:  
To discontinue or suspend the RFQ process; to extend the closing date and time of the RFQ ; and to amend this RFQ;
  - (ii) To negotiate with any prospective supplier submitting a Quotation
  - (iii) To determine the number of organizations with whom it will contract.
3. A Quotation must be prepared using the Quotation form in Part A. Submission of PartA is mandatory.
4. Rate includes F.O.R. at Bikaner Technical University.
5. A Quotation constitutes an irrevocable, unalterable offer by the prospective supplier to BTU. A Quotation must remain valid and open to be accepted 60working Days from the closing time and date specified in the RFQ.
6. RTPP Act 2012 and Rules 2013 shall be part of this RFQ.
7. In case of any query, the undersigned (Procuring Entity) may be contacted at Mob. No. 9414052529 or email at [coe@btu.rajasthan.gov.in](mailto:coe@btu.rajasthan.gov.in).
8. Place of delivery and installation: FOR at Registrar Office, BTU, Bikaner.
9. Delivery Period: Shall have to deliver within 03 days from date of order.
10. GST: Shall be paid extra, if applicable. GST Rate.....(Please mention)
11. Purity of silver shall be 95% minimum and plated with 20 Carat gold.
12. One medal piece shall be tested for purity / quality of metal.
13. The medal should be supplied within 03 days from the receipt of supply order.
14. Die of BTU monogram/LAZER Printing/ Machine Printing should not be used for anyone else except BTU.
15. Die of BTU monogram / LAZER Printing/ Machine Printing should be preserved for further use by BTU on demand.
16. A copy of GST registration and PAN card has to be enclosed along with bill.
17. Income tax shall be deducted from the bill amount as per provision of IT act.



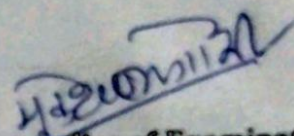


18. If the supplied material / Gold Medals found below standard / quality the same shall not be accepted or deduction shall be made proportionately as decided by the purchase committee.
19. The rates quoted above are legally valid for 90 days.
20. RTPP Rules 2013 (Read with GF&AR) shall be applicable.
21. Payment shall be made through NEFT after satisfactory receipt & installation of material as per order, specifications.
22. Overwriting / Cutting Attestation: Bidders are advised to write the quoted price in words also Overwriting / Cutting without wordings will be treated invalid. Such changes must be attested by the Bidder..
23. All legal proceedings, if necessity arises to institute any, be any of the parties shall have to be lodged in the courts situated at Bikaner.

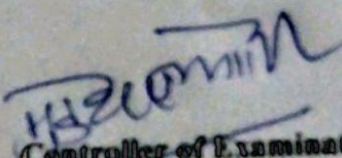
**Undertaking:** The rates have been quoted after examining the site and various difficulties likely to be encountered during the execution of the work. I have also gone through the terms & conditions, general rules and directions carefully and agree to abide by those.

We look forward to receiving your quotation and thank you for your interest in this project.

Rel no. RFQ-2023/convocation/10349-10354 dt. 9.3.2023  
Copy to following for information and necessary action:

  
Controller of Examination

1. PS to Hon'ble Vice Chancellor, BTU
2. Web admin for uploading RFQ on University website [www.btu.ac.in](http://www.btu.ac.in)
3. \_\_\_\_\_ Bikaner
4. \_\_\_\_\_ Bikaner
5. \_\_\_\_\_ Bikaner
6. Notice Board

  
Controller of Examination





**Format for Quotation Submission**  
**(PART-A)**

To  
Controller of Examination,  
Bikaner Technical University, Bikaner

RFQ Reference No.: \_\_\_\_\_

I/We:

(Insert name, USE BLOCK LETTERS)

The supplier hereby offers to supply the items listed below in accordance with the terms and conditions stated in your Request for Quotations referenced above.

The validity period of our quotation is: \_\_\_\_\_ days/weeks/months.

The price offered is:

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We confirm that the prices quoted above are fixed and firm for the duration of the validity period and will not be subject to revision or variation. The delivery period offered is: \_\_\_\_\_ days/weeks/months from date of Purchase Order.

Supplier agrees that Supplier's details (under this RFQ) will be as follows:

S. No.	PARTICULARS	DETAILS
1	Name of the bidder Firm/ Supplier	
2	Address of the bidder Firm/ Supplier	
3	Phone and Mobile No.	
4	Registration No. of the firm/Supplier	
5	Registration Certificated of the bidder firm/Supplier (Attach Proof)	
6	PAN under Income Tax Act (Attached Proof)	
7	G.S.T. Number (Attach Proof)	
8	Whether bidder/ Supplier has been blacklisted/ or not by any of the Govt. department/ organization (attach undertaking on the letter head of the firm duly signed and stamped)	
9	Bank A/c No. IFSC code and Branch name	

This is to certify that I/We have carefully read the contents of the RFQ and fully understood all the terms and conditions therein and undertakes myself/ourselves to abide by the same.

Seal of the firm/agency

Signature of Supplier

Place:

Date: