

OFFICE OF THE MEMBER SECRETARY IMC CUM PRINCIPAL,  
GOVT. INDUSTRIAL TRAINING INSTITUTE, RAJGARH DISTT SIRMOUR (H.P.)  
Tele: 01799-220070 E-mail: [itirajgarh@yahoo.com](mailto:itirajgarh@yahoo.com) Website: [www.himachaliti.org/rajgarhiti](http://www.himachaliti.org/rajgarhiti)

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## **LIMITED TENDER DOCUMENT**

LIMITED TENDER DOCUMENT  
FOR  
**Enquiry of through rates for buy back of 10 KVA Online UPS batteries at Govt  
ITI Rajgarh**

**Limited Tender No.: ITI/RGH/G(2)/Store Purchase/IMC/Vol-VI**

Member Secretary  
Institute Management Committee cum Principal  
Government Industrial Training Institute Rajgarh  
Distt. Sirmour, Himachal Pradesh  
Phone /Fax No.:01799-220070

# General Information

Table-1		
1	Tender Document	Limited tender called by post / by Hand
2	Last Date for submission of Tender	26.07.2025 Up to (03:00 pm)
3	Date of Opening of Tender	26.07.2025 at (03:30 pm)

**Bidders required filling and submitting following schedules along with their bid:**

Table-2			
	Items Schedules	Schedule No	Remarks
1.	General information about firm/supplier	Schedule -A	Submit along with Your bid
2.	Material & Supplies required	Schedule -B	Submit along with Your bid

## Terms & Conditions: -

1. Work/ work order/ Supply order will be awarded to the Firm having the **lowest total amount** of all quoted articles. You are requested to quote all items with your lowest rates.
2. The registered /authorized dealers/contractors having valid GST number are only eligible to apply.
3. The rates quoted should be **F.O.R. Govt. ITI Rajgarh, District Sirmour HP** means in the concerned Lab/ Workshop / Store of the Institution.
4. **The GST and other taxes should be indicated separately.**
5. The firm/supplier/dealer/rate contract firm will arrange the demonstration of equipment/material for its quality/specification check, at our premises at his own cost, if required by technical evaluation/purchase committee of the institute before placing the supply order.
6. The duly constituted institutional technical committee may inspect the material before delivery. The firms/supplier/dealer/rate contract firms have to intimate the date when the equipment/material is ready for inspection.
7. Wherever required the items/material (s) shall remain under guarantee/warranty by the supplier for a period of minimum one year. The date of guarantee/warranty will be reckoned from the actual day of supply of material in the concerned Lab/workshop.
8. 100% payment shall be released within one month of their receipt material/completion of work strictly as per the Specifications/in good condition verified by the institute committee.
9. All the quoted items must be branded. The bidder not conforming to the specifications/descriptions of material will summarily be rejected as void.
10. The date of accepting/ opening the tenders happens to be a holiday; the tenders/bids will be opened on the next working day at the same venue/ time.
11. Telegraphic, Fax, & conditional tenders/ bids shall not be accepted. The Tender form along with forwarding letter on letterhead/ letter pad/ Stamped of the firm should be sent through Regd. / Speed Post/ By hand or through courier well in advance so as to


- reach to the Member Secy. IMC Cum Principal, Govt. ITI Rajgarh Distt. Sirmour (HP) on or before the date of closing of the offer. The Member Secy. IMC will not be responsible for any postal /transit delay(s). The tenders/bids will be opened on above mentioned date and time in the presence of bidders (who wish to join tender opening) in the office of the Member Secy. IMC cum Principal , Govt. ITI Rajgarh HP.
12. The offer shall be sent in the sealed envelope clearly indicating on the top of the envelope with red ink **THE TENDER NO. & NAME DUE DATE & TIME.**
  13. The Member Secretary, IMC-of Govt. ITI Rajgarh reserves the right to change the date for receiving, opening and also to accept or reject any or all tenders/bids received or cancel this limited tender without assigning any reasons. The Member Secretary IMC is also free to purchase all/any/multiple/nil items from other sources.
  14. The number of items /quantity may vary at the time of placing the supply order.
  15. The rates quoted shall be valid for next **180 Days**, if not quoted especially/ specifically by the bidder.
  16. All Disputes are subjected to Rajgarh,Sirmour (HP) Jurisdiction only.

**Important Note:**

1. The tender forms completed in all respects should be deposited in the office of the **Member Secy. IMC cum Principal, Govt. ITI Rajgarh Distt. Sirmour (HP) on or before date and time as mentioned in Table-1 of General Information**

2. **Please submit your bid on prescribed form of schedule along with schedule A and General information documents by duly accepting terms and conditions.**

3. **Submission of bid / Quotation is considered as acceptance of terms and conditions of this limited tender.**

  
for Member Secy. IMC Cum  
Principal,  
Govt. ITI Rajgarh  
Distt. Sirmour (HP) -173101

**T&C ACCEPTED**

**Signature & Stamp of the firm**

To

**Schedule –A**

Member Secretary,  
Institute Management Committee cum Principal,  
Government Industrial Training Institute Rajgarh,  
Distt. Sirmour, Himachal Pradesh.

**Sub: -** Regarding submission of bid/ Limited Tender Enquiry of through rates for buy back of 10  
KVA Online UPS batteries

1	Name of Firm / Organization	
2	Registration No (GST Number etc.)	
3	Complete Postal Address (With Phone No. & e-mail )	
4	Whether manufacture / Dealer / Supplier / Rate contractor	
5	Total amount of items tendered (excluding tax ) in figures &in words	
6	Annual Turnover. (if applicable)	
7	Past Experience (Attach Documents if required)	
8	Payment A/C Details. A/C NO. IFSC Code.	
9	Technical Particulars (if required)	

**Signature & Stamp of the firm**

**Schedule – B**

<b>Sr. No.</b>	<b>Name of Item/material with complete specifications</b>	<b>Qty. Required</b>	<b>Unit</b>	<b>Rate per unit</b>	<b>Taxes (GST Etc.)</b>	<b>Total Amount with all taxes and other charges</b>
<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
1	Buy back of 10 KVA Online UPS batteries	16	Nos			

**Dated:**     /     /2025

**Dated Signature with Seal / Stamp**

