

**Maharashtra National Law University Mumbai**  
**Invitation for Expression of Interest (EOI) for Annual Rate Contract for**  
**supply of Hardware, Sanitary and Electrical Parts**  
**(2023-2024).**

Annual Rate Contract Period: 1 Year  
Application Fees: 1000/- (Non-Refundable)

**EOI Opening Date: 20.05.2023**  
**EOI Closing Date: 03.06.2023**

Interested suppliers may visit the Website [www.mnlumumbai.edu.in](http://www.mnlumumbai.edu.in) and download the RESPONSE FORM [*Annexure A*]. Filled in form complete in all respects may be forwarded by Email: [eoimnlumumbai.edu.in](mailto:eoimnlumumbai.edu.in) and Registered Post to **The Registrar, Maharashtra National Law University Mumbai, 2<sup>nd</sup> Floor CETTM-MTNL Building, Hiranandani Gardens, Technology Street Powai, Mumbai - 400 076.** The envelope containing the documents should clearly mention sender's name and address, telephone number and e-mail address, along with website if any, and superscribed EOI FOR ANNUAL RATE CONTRACT FOR HARDWARE, SANITARY AND ELECTRICAL PARTS. Please read General Instructions carefully. Documents must reach on or before 17:00 hours **Saturday, 3<sup>rd</sup> June 2023.** No hand delivery.

**REGISTRAR,**  
**MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI**

# **Maharashtra National Law University Mumbai**

**2<sup>nd</sup> Floor, CETTM MTNL, Hiranandani Gardens, Technology Street,  
Powai, Mumbai - 400 076.**

## **INVITATION FOR EXPRESSION OF INTEREST FOR ANNUAL RATE CONTRACT FOR SUPPLY OF HARDWARE, SANITARY AND ELECTRICAL PARTS (2023-2024)**

### **1. INTRODUCTION**

**Maharashtra National Law University Mumbai was established under Maharashtra National Law University Mumbai Act (VI of 2014) of the Government of Maharashtra. It is a teaching and research University of National character with deep regional ethos. Professor (Dr.) Dilip Ukey is the Vice-Chancellor.**

Currently, Maharashtra National Law University Mumbai is operating from 2<sup>nd</sup>Floor, CETTM-MTNL, Building, Hiranandani Gardens, Technology Street, Powai, Mumbai - 400 076.

The University invites expression of interest (EOI) from eligible agencies for supply of Hardware, Sanitary and Electrical items. For this, the University will enter into annual rate contract with selected supplier(s) for various items. Agencies, which are located in Mumbai and regularly supply such items for Government offices, Public Sector Units (PSUs), banks and higher educational institutions are requested to respond.

### **2. ELIGIBILITY**

The agency should satisfy the following eligibility conditions:

- a) Should have supplied Sanitary and Electrical items. during last three years [2020, 2021 and 2022] worth at least
  - (i) Rs. 5.00 lakhs per annum to any one organisation, OR
  - (ii) Rs. 3.00 lakhs per annum each to any two organisations, OR
  - (iii) Rs. 2.00 Lakhs per annum each to more than two organisations.

- b. The applicant agency should be a bonafide supplier / vendor of Sanitary and Electrical items. Applicant should submit proof in support of the same.
- c. Agency should have retail or wholesale shop or godown in Mumbai having established facility for supply of goods at client's premises in short notice and in uninterrupted manner.
- d. Agency shall have following statutory valid registration certificates and licenses:
  - i. GST(Goods and Services Tax) Registration
  - ii. Shop Establishment License
  - iii. Permanent Account Number (PAN)
  - iv. Any other registration that is required as per statutory / local norms for supply of items.

### 3. HOW TO APPLY

Interested suppliers may visit the Website <https://mnlumumbai.edu.in/tendernotice.php> and download the RESPONSE FORM [*Annexure A*] AND PRICE BID [*Annexure B*] (**in Excel format**). Filled in form complete in all respects may be forwarded by Email: [eoimnlumumbai.edu.in](mailto:eoimnlumumbai.edu.in) and registered Speed post/Courier to the Registrar, Maharashtra National Law University Mumbai, 2<sup>nd</sup> Floor, CETTM-MTNL Building, Hiranandani Gardens, Technology Street Powai, Mumbai - 400 076 . The envelope containing the documents will clearly mention sender's name and address, telephone number and e-mail address, along with website if any, and superscribed RESPONSE TO EOI FOR HARDWARE, SANITARY AND ELECTRICAL PARTS. Please read General Instructions below carefully. **Documents must reach on or before 17:00 hours of Saturday, 3<sup>rd</sup> June 2023. HAND DELIVERY IS NOT ACCEPTABLE AND WILL BE LIABLE TO BE REJECTED.**

## GENERAL INSTRUCTIONS

1. Agencies shall be prequalified and shortlisted based on the criteria laid hereinabove, (Ref.2 Eligibility)
2. Maharashtra National Law University Mumbai reserves the right to visit, inspect or contact some of the offices to whom supplies are made by the agency prior to selection.
3. The decision of Maharashtra National Law University Mumbai regarding the selection of the Agency shall be final and binding on all concerned.
4. Agency should submit the Application Fees of Rs. 1000/- (Rupees One Thousand Only) (non-refundable) in the form of demand draft in favour of Maharashtra National Law University Mumbai.
5. List of items [Annexure B] likely to be supplied is only tentative and not exhaustive. Rates per unit are to be quoted both in figures and words. The quotations should be sealed in a separate smaller envelope and superscribed PRICE BID. This envelope will be kept in the main large envelope containing other documents and Response form.
6. Accepted rates shall be valid for one year for any quantity supplied from **June 2023 to May 2024**. No interim change of rate will be permitted.
7. The Agency shall undertake to supply items not included in the schedule of rates on emergency at competitive market rate.
8. Selected agency shall undertake to supply the items indented generally within three days or such other time span as may be indented in the P.O.
9. Aggregate value of supply under the proposed rate contract is estimated to be around Rs. 2.00 lakhs per annum.
10. Selected agency shall enter into a Rate Contract valid for one year and furnish security deposit of Rs. 10,000 (Rupees Ten Thousand Only) in the form of DD in favour of Maharashtra National Law University Mumbai.

11. Strictly no CC/BCC to be marked to any other mail Id. Violation will lead to disqualification and cancellation.

12. Canvassing in any manner at any stage will be a disqualification and may lead to Black listing of the Vendor.

For further details, **Please contact (022) 25703187**

---

**APPLICATION TO BID FOR SUPPLY OF HARDWARE, SANITARY AND  
ELECTRICAL PARTS  
(2023-2024)**

**Name of the Firm** \_\_\_\_\_

The Registrar,  
Maharashtra National Law University Mumbai,  
2<sup>nd</sup> Floor, CETTM MTNL Building,  
Hiranandani Gardens, Technology Street,  
Powai, Mumbai - 400 076

Dear Sir,

I/We have read and understood the instructions and the terms and conditions contained in the Invitation for Expression of Interest for Annual Rate Contract for Supply of Hardware, Sanitary And Electrical Parts and hereby declare that the information furnished in the application and in the supplementary sheets from pages \_\_\_\_\_ to \_\_\_\_\_ are correct to the best of my/our knowledge and belief. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he / she represents.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

Seal of the Agency.

**RESPONSE SHEET**

**Information to be furnished by the Agency**

|   |  |  |
|---|--|--|
| 1 | Name of the Agency   |  |
| 2 | Address  |  |
| 3 | Contact details:<br>Mobile<br>E-Mail and website   |  |
| 4 | Type of the Organization (Whether Sole/Proprietorship / Partnership / Private Ltd/ Ltd. or Co-operative body etc.)   |  |
| 5 | Whether registered with the Registrar of Companies / Registrar of firms. If so, furnish full details and copies of valid<br><br><b>I.</b> GST Number<br><b>II.</b> Permanent Account Number (PAN) of the Firm<br><b>III.</b> Any other registration that is required as per statutory/local norms for supply of stationery items |  |

|    |   |  |
|----|---|--|
| 6  | Name and PAN of Proprietor/<br>Partners / Directors of the<br>Organization/ Firm<br>a)<br><br>b)<br><br>c)  |  |
| 7  | Year of Establishment   |  |
| 8  | Length of business in the field of<br>Hardware & Electrical Part Supplies   | _____ Years  |
| 9  | Similar supplies carried out during<br>last 3 years by the firm   | Details to be furnished in the your<br>prescribed Proforma     |
| 10 | Details of similar supplies on which<br>the firm is engaged at present.   | Details to be furnished in the your prescribed<br>Proforma     |
| 11 | The average annual turnover of the<br>Agency for the last three years.  |  |
| 12 | Yearly turnover of the firm during<br>last 3 years. Please attach certified<br>copies of accounts statements.   | A) 2020<br><br>B) 2021<br><br>C) 2022                          |
| 13 | Details of Earnest Money Deposit<br>(DD in the favour of Maharashtra<br>National Law University Mumbai)   | Draft No. _____<br>Date_____ Bank Name.<br>_____<br>Rs.10000/- |
| 14 | <ul style="list-style-type: none"> <li>• Whether any civil suit / litigation in the contracts executed during the last 3 years has arisen and pending in any court of law. If so, please furnish full details.</li> <li>• Have you been disqualified by you any Entity/ Institution?</li> </ul> |  |

**Place**

**Date**

**AGENCY SEAL**

**AUTHORISED SIGNATORY**