



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

सांविधिक संस्थान निफ्ट अधिनियम 2006

वस्त्र मंत्रालय, भारत सरकार

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

A Statutory Institute under the NIFT Act 2006

Ministry of Textiles, Government of India

4100/Hostel/Maintenance/

Date- 27/05/2026

भाव पत्रक / Rate Enquiry Letter

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान (निफ्ट) मुंबई द्वारा निम्नलिखित कार्य के लिए मोहरबंद निविदाएँ आमंत्रित करता है। निफ्ट, बिना कोई कारण बताए निम्नतम या सभी निविदाओं को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है।

Scaled Quotations are hereby invited by NIFT Centre, Mumbai for the following work. The undersigned reserves the right to accept or reject the lowest or all the quotations without assigning any reasons.

कार्य का नाम: निफ्ट परिसर प्लॉट संख्या-15 के विभागों एवं प्लॉट संख्या-20 कन्या-छात्रावास सेक्टर-04, खारघर, नवी मुंबई में बढईगीरी के कार्य करवाने हेतु।

Name of Work: Carpentry work in departments of NIFT campus Plot No. 15 and Plot No. 20 Girls Hostel, Sector-04, Kharghar, Navi Mumbai.

क्रम संख्या	कार्य का विवरण	स्थान (कक्षा/विभाग)	मात्रक	मात्रा	दर	राशि (रुपये)
1	Providing and fixing aluminium die cast body tubular type universal hydraulic door closer (having brand logo with ISI, IS : 3564, embossed on the body, door weight upto 35 kg and door width upto 700 mm), with necessary accessories and screws etc. complete	Girl Hostel, Room No.312	18	Nos		
2	Providing and fixing 16" telescopic drawer channel of approved make and quality in drawers, made of heavy-duty MS/SS material with smooth sliding arrangement, including all necessary screws, fittings, fixtures, labour, transportation, tools and tackles, complete as per the direction of Engineer-in-Charge.	Girl Hostel	50	Pair		
3	Repairing and servicing of existing aluminium sliding window including replacement/repair	Girls Hostel	15	Nos		

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डिज़ाइन, मैनेजमेंट और प्रौद्योगिकी का सर्वश्रेष्ठ संस्थान
A Premier Institute of Design, Management and Technology
(An ISO 9001: 2015 certified institute)

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निफ्ट कैम्पस, प्लॉट नं. 15, सेक्टर 4, खारघर, नवी मुंबई - 410210, महाराष्ट्र
NIFT Campus, Plot No.15, Sector 4, Kharghar, Navi Mumbai - 410210, Maharashtra

☎ + 91 022 27747000 | + 91 022 27747100 | + 91 022 27745386 | e: nift.mumbai@nift.ac.in

www.nift.ac.in

	of rollers, handles, locking arrangement, rubber beading, screws and alignment of shutters for smooth operation, including all necessary fittings, fixtures, labour, transportation, tools and tackles, complete as per the direction of Engineer-in-Charge.					
4	Providing and fixing stainless steel door handle having a 4" of approved make and design on existing door shutter, including all necessary screws, fittings, fixtures, labour, transportation and installation complete as per the direction of Engineer-in-Charge.	Girls Hostel	12	Nos		
5	Providing and fixing door bush having a size of 2" behind the existing Study table/Wall including drilling, fixing, necessary screws, fittings, fixtures, labour, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	420	Nos		
6	Repairing of existing doors for smooth functioning including necessary grinding, screwing, alignment, tightening of fittings, minor rectification works, labour, tools and tackles, transportation and all incidental works complete as per the direction of Engineer-in-Charge.	Girls Hostel	120	Nos		
7	Providing and fixing teak wood door stopper of approved size and design, including necessary screws, fittings, polishing/finishing, labour, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel, BFT	40	Nos		
8	Providing and fixing coin lock of approved make and quality in door, including cutting, fitting, necessary keys, screws, fixtures, labour, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	30	Nos		
9	Removing of existing damaged curtain rod & Providing and fixing SS curtain rods over a wall having a diameter 25 mm & thickness of 1.25 mm with two SS brackets fixed with brass screws and wooden plugs etc. including labour, transportation, drilling and complete	Girls Hostel	480	Rft.		

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	installation as per the direction of Engineer-in-Charge.					
10	Providing and fixing study table lock of approved make and quality in existing study table drawer, including cutting, fitting, necessary keys, screws, fittings, fixtures, labour, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	110	Nos		
11	Providing and fixing frameless bevelled edge mirror having 6 mm thickness of superior glass of approved quality fixed with stainless steel button of 22mm x 25 mm size and stainless-steel screw 40 mm etc. complete.	Girls Hostel	5	Sq. Mt.		
12	Providing and fixing 7 lever lock of approved make and quality in existing/new door shutter, including necessary keys, screws, fittings, fixtures, cutting, labour, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	4	Nos		
13	Providing and fixing 40 mm wide and 1 mm thick PVC border strip of approved shade and quality on existing study table edges, including surface preparation, adhesive, trimming, finishing and all necessary fittings, fixtures, labour, tools and tackles, transportation and complete installation as per the direction of Engineer.	Girls Hostel	15	Meter		
14	Repairing of existing cloth stand including welding, tightening, alignment, replacement of minor damaged parts, screws, fittings, polishing/touch-up and making the stand functional, including labour, tools and tackles, transportation and complete as per the direction of Engineer-in-Charge.	Girls Hostel	17	Nos		
15	Providing and fixing 170-degree frameless cabinet door hinges made of stainless steel with hidden hydraulic soft closing arrangement, adjustable mounting and buffer mechanism, of approved make and quality, including all necessary screws, fittings, fixtures, labour, tools and tackles,	Girls Hostel	25	Nos		

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	transportation and complete installation as per the direction of Engineer-in-Charge.					
16	Removing of existing damaged bush and providing and fixing new bush of size 3" and approved quality, including necessary screws, fittings, fixtures, labour, tools and tackles, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	40	Nos		
17	Providing and fixing dressing table bush of approved size and quality in existing dressing table, including drilling, necessary screws, fittings, fixtures, labour, tools and tackles, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	20	Nos		
18	Removing the existing damaged door shutters, properly, without damaging existing door frame and providing and fixing new door shutters with made of 4 mm thick hardner sheet with as per existing or as per approved pattern / design with four side aluminum frame and intermediate aluminium frame of section size 2 inch x 1 inch and required standard door fittings, i.e. handles, tower bolts, sliding bolts, hinges, if any required to complete the work and making good to damaged frames, including cost of all materials and laboure charges etc., complete as per direction of Engineer in charge. The approximate size of each door shutter: 2'3" x 6.4'	Girls Hostel	1	Nos		
19	Repairing of existing drawer lock patti including alignment, tightening, welding/screwing, replacement of minor damaged parts, fittings and fixtures for proper functioning of drawer lock system, including labour, tools and tackles, transportation and complete as per the direction of Engineer-in-Charge.	Girls Hostel	65	Nos		

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20	Fixing and refitting of existing bathroom door latch including necessary screws, fittings, fixtures, alignment, labour, tools and tackles, transportation and complete installation for smooth functioning as per the direction of Engineer-in-Charge.	Girls Hostel	50	Nos		
21	Providing and fixing 3-inch door magnet of approved make and quality for door/cabinet shutter, including necessary screws, fittings, fixtures, labour, tools and tackles, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	10	Nos		
22	Providing and fixing 5 mm thick clear glass over existing door shutter, including cutting, edge finishing, necessary, fittings, fixtures, labour, tools and tackles, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	2	Sq. Mt.		
23	Providing and fixing double action hydraulic floor spring of approved brand and manufacture conforming to IS : 6315, having brand logo embossed on the body / plate with double spring mechanism and door weight upto 125 kg, for doors, including cost of cutting floors, embedding in floors as required and making good the same matching to the existing floor finishing and cover plates with brass pivot and single piece M.S. sheet outer box with slide plate etc. complete as per the direction of Engineering- charge. With stainless steel cover plate minimum 1.25 mm thickness.	Girls Hostel	3	Nos		
24	Carefully cutting of existing POP sheet to the required size and providing and fixing POP panel with aluminium channel framework for maintenance purpose, having size 2'-0" x 2'-6", including necessary cutting, framing, screws, jointing, finishing, labour, tools and tackles, transportation and complete installation as per the direction of Engineer-in-Charge.	Girls Hostel	12	Nos		

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25	Providing and Fixing of Aluminium Tubular H-Type Handle Bar of 25 mm outer diameter, 3.0 mm thickness and 300 mm length, fixed with SS screws and all necessary fittings, fixtures, labour, transportation and installation complete as per direction of Engineer-in-Charge.	A-07, TD, BFT	3	Pair		
26	Providing and Fixing of Aluminium Tubular H-Type Handle Bar of 25 mm outer diameter, 3.0 mm thickness and 400 mm length, fixed with SS screws and all necessary fittings, fixtures, labour, transportation and installation complete as per direction of Engineer-in-Charge.	Establishment	1	Pair		
27	Repairing of existing Godrej Metal Book Shelf including rectification of damaged portions, alignment, tightening of fittings, welding, touch-up and replacement of minor accessories as required, complete with all labour, materials, tools and transportation as per direction of Engineer-in-Charge.	RC	4	Nos		
28	Providing and Fixing of new Godrej Lock in place of existing damaged lock including all necessary fittings, fixtures, keys, labour, transportation and installation complete as per direction of Engineer-in-Charge.	RC , TD Room no.314	8	Nos		
29	Providing and Fixing of bushes for Iron Study Chairs including removal of damaged bushes and fixing of new suitable bushes complete with all necessary fittings, labour, tools and transportation as per direction of Engineer-in-Charge.	RC	100	Nos		
30	Providing and Fixing of MS/SS L- Patti to strengthen the existing chair frame including cutting, welding, grinding, finishing and fastening complete with all necessary materials, labour, tools and transportation as per direction of Engineer-in-Charge.	RC	4	Nos		
31	Repairing of existing Student Wooden Locker including grinding, alignment, adjustment of shutters/drawers, tightening of fittings and rectification of damaged portions complete	RC	2	Nos		

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	with all necessary materials, labour, tools and transportation as per direction of Engineer-in-Charge.					
32	Providing and Fixing of Aluminium Tubular C-Type Handle Bar of 25 mm outer diameter, 3.0 mm thickness and 100 mm length, fixed with SS screws and all necessary fittings, fixtures, labour, transportation and installation complete as per direction of Engineer-in-Charge.	FC, Establishment	7	Pair		
33	Providing and fixing aluminium hanging floor door stopper, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS: 1868) transparent or dyed to required colour and shade, with necessary screws etc. complete.	FC, TD Many Location	12	Nos		
34	Providing & Fixing of existing mirror over a wall with stainless steel button of 22mm x 25 mm size and stainless-steel screw 40 mm and all necessary fittings, fixtures, labour, transportation and installation complete as per direction of Engineer-in-Charge.	FC	3	Nos		
35	Repairing of existing MS Chairs including welding, strengthening, alignment, tightening of fittings, complete with all necessary materials, labour, tools and transportation as per direction of Engineer-in-Charge.	FMS	1	Nos		
36	Repairing of existing Student Wooden Table including rectification of damaged portions, tightening of fittings, replacement/repair of laminate, edge banding, hardware and minor accessories complete with all necessary materials, labour, tools and transportation as per direction of Engineer-in-Charge.	FMS	2	Nos		
37	carefully Removing of hanging existing 26" x 77" Student Locker and Refixing the same on wall with required accessories, brackets, screws, fasteners and all necessary fittings complete with labour, tools and transportation as per direction of Engineer-in-Charge.	M-Des	1	Job		

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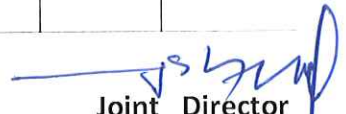
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38	Repairing of existing Student Revolving Chair including rectification/replacement of damaged parts, tightening of fittings, lubrication, alignment and replacement of minor accessories complete with all necessary materials, labour, tools and transportation as per direction of Engineer-in-Charge.	M-Des, TD	10	Nos		
39	Providing and Fixing of 2-inch Heavy Duty Soft Rubber Swivel Caster Wheels with 360 Degree rotation under existing soft board including necessary nuts, bolts, screws, fittings and fastening arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	TD	10	Nos		
40	Fixing of existing plywood over existing soft board including necessary screws, adhesive, fittings, supports and fastening arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	TD	8	Nos		
41	Providing and fixing 20" telescopic drawer channel of approved make and quality in drawers, made of heavy-duty MS/SS material with smooth sliding arrangement, including all necessary screws, fittings, fixtures, labour, transportation, tools and tackles, complete as per the direction of Engineer-in-Charge.	TD	10	Nos		
42	Fixing of existing soft board on wall including necessary screws, rawl plugs, brackets, fittings and fastening arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	TD, Many Location	20	Nos		
43	Providing and fixing 12.5 mm thick false ceiling tiles at all heights with integral densified calcium silicate reinforced with fibre and natural filler false ceiling tiles of Size 595x595 mm of approved texture, design and in true horizontal level on the existing frame work consisting of T-sections and L sections suitably fixed according to tile size and providing & fixing of additional framework & additional dry wall screws, nuts	TD	14.4	Sq. Mt		

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	& bolts & jointing compound etc if required as per direction of Engineer-in-charge.					
44	Providing and Fixing of 12 mm thick clear glass over table top including edge polishing, supports, fittings and fixing arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	TD Room No. 314	20	Sq. Ft.		
45	Providing and fixing 14" telescopic drawer channel of approved make and quality in drawers, made of heavy-duty MS/SS material with smooth sliding arrangement, including all necessary screws, fittings, fixtures, labour, transportation, tools and tackles, complete as per the direction of Engineer-in-Charge.	BFT	2	Pair		
46	Carefully Removing of existing damaged plywood and Providing & Fixing of new 06 mm thick plywood of approved make and quality including cutting, edge finishing, necessary screws, adhesive, fittings and fastening arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	BFT Room No. 106	1.25	Sq. Mt		
47	Repairing of existing single seater chair handle with the help of suitable screw, solution/glue, nuts bolts & providing new screw/nuts wherever missing etc. whichever is essential accessories required including cost of transport, material, labour charges etc.	Auditorium	3	Nos		
48	Carefully Removing of existing cork sheet and Providing & Fixing of new 4 mm thick cork sheet over existing surface using approved adhesive, including necessary finishing, cutting and fixing arrangements complete with labour, tools and transportation as per direction of Engineer-in-Charge.	Room no. 108	12	Sq. Mt		
49	Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per					

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IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50mm long with 6mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board to ceiling section and perimeter channel with the help of dry wall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges of the board with recommended jointing compound , jointing tapes , finishing with jointing compound in 3 layers covering upto 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cut-outs made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Engineer in Charge including the cost of painting with :					
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49.1	12.5 mm thick tapered edge gypsum plain board conforming to IS: 2095- (Part I) :2011 (Board with BIS certification marks)	Many Location	10	Sq. Mt		
50	Renewing glass panes, with putty and nails wherever necessary including racking out the old putty:					
50.1	Float glass panes of nominal thickness 5 mm (weight not less than 10kg/sqm).	Many Location	1.5	Sq. Mt		
51	Providing and fixing acrylic glass sheet of approved make and 5 mm in position, including cutting to required size, edge finishing/polishing, drilling, necessary screws, clamps, adhesive/rubber beading as required, complete in all respects.	Canteen	5	Sq. Mt		
	Total					
	GST @ 18%					
	Net Total					

नियम एवं शर्तें / Terms & Conditions:

- 1) मोहरबंद भाव पत्रक जमा करने की अंतिम तिथि **02 जून 2026** को अपराह्न: 3 बजे तक है
Last date of receipt of sealed Quotation is **02/06/2026** upto 3.00 pm.
- 2) प्रत्येक कार्यो/मदों के लिए न्यूनतम दर (L1) उद्धृत करने वाली एजेंसी का चयन किया जाएगा।
The agency quoting the lowest rate (L1) for each individual item/work shall be selected.
- 3) कार्य आदेश प्रत्येक मदों के लिए संबंधित न्यूनतम दर उद्धृत करने वाली अलग-अलग एजेंसी को प्रदान किया जाएगा।
Work orders for each items will be issued to the respective agencies quoting the lowest rate for that specific/individual items.
- 4) यदि किसी मद के लिए एक से अधिक एजेंसियों द्वारा समान दर उद्धृत की जाती है, तो निर्णय NIFT के सक्षम प्राधिकारी के अनुसार कार्यादेश जारी किया जायेगा इस संदर्भ में किसी भी एजेंसी की आपत्ति या अनुरोध पर विचार नहीं किया जाएगा।
If the same rate is quoted by more than one agency for any item, the decision to issue the work order will be taken as per the discretion of the competent authority of NIFT. No objection or request from any agency in this regard will be entertained.

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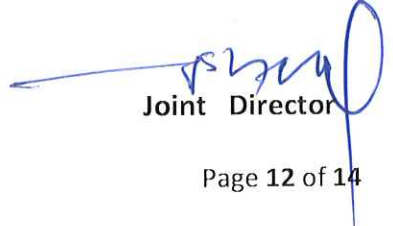
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- 5) कार्य पूर्ण होने के उपरांत, कार्य के दौरान उत्पन्न अपशिष्ट, मलबा, सामग्री आदि को NIFT परिसर से बिना किसी अतिरिक्त शुल्क के हटाना अनिवार्य होगा।
Upon completion of the work, it will be mandatory to remove all waste, debris, materials, etc., generated during the execution of the work from the NIFT campus without any additional charges.
- 6) निफ्ट को यह अधिकार सुरक्षित है कि वह किसी भी कोटेशन को आंशिक रूप से अथवा पूर्ण रूप से, बिना कोई कारण बताए, स्वीकार या अस्वीकार कर सकता है।
NIFT reserves the right to accept or reject any quotation, either in part or in full, without assigning any reason thereof.
- 7) एजेंसी को कार्यादेश प्राप्त होने के उपरांत, उसे आवंटित कार्य मदों के आधार पर निर्धारित समय-सीमा के भीतर कार्य पूर्ण करना होगा। निर्धारित अवधि में कार्य पूर्ण न किए जाने की स्थिति में, कार्य में विलंब हेतु ₹250 प्रतिदिन की दर से जुर्माना लगाया जाएगा।
Upon receipt of the work order, the agency shall complete the work within the stipulated time frame based on the items of work allocated to it. In case of failure to complete the work within the specified period, a penalty of ₹250 per day shall be imposed for the delay.
- 8) एजेंसी को कार्य करने में कार्य मानक ब्रांड की सामग्री का उपयोग करना होगा या निफ्ट अधिकारी द्वारा स्वीकृत सामग्री का उपयोग करना है।
The work shall be executed with standard brand material or as approved by NIFT official.
- 9) कार्य पूर्ण होने के उपरांत, कार्य के दौरान उत्पन्न अपशिष्ट, मलबा, सामग्री आदि को NIFT परिसर से बिना किसी अतिरिक्त शुल्क के हटाना अनिवार्य होगा।
Upon completion of the work, it will be mandatory to remove all waste, debris, materials, etc., generated during the execution of the work from the NIFT campus without any additional charges.
- 10) कार्य के मूल्य/ दर, उपयोग में आने वाले सामान, किराया, परिश्रम और उपयुक्त कर सहित उद्धृत करने चाहिए, जीएसटी के आलावा अलग से किसी भी राशि का भुगतान नहीं किया जाएगा।
The quoted rates will be inclusive of cost of all material requires, transportation, labour and taxes as applicable, nothing shall be paid extra except GST.
- 10) कोई अग्रिम भुगतान नहीं किया जाएगा।
No advance payment will be made.
- 11) कार्य पूर्ण करने की समयावधि प्रत्येक एजेंसी को आवंटित कार्य मदों के आधार पर निर्धारित की जाएगी।

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The time period for completion of work shall be decided based on the items of work allocated to each agency.

- 12) कार्य की गुणवत्ता सही होनी चाहिए, कार्य की घटिया गुणवत्ता/कार्यकुशलता के लिए कार्य की कुल कीमत का 3% की दर से जुर्माना लगाया जाएगा।
Quality of work should be upto the mark. Penalty @ 3% of work done amount will be imposed for substandard quality of work/workmanship.
- 13) एजेंसी द्वारा उद्धृत दरें कोटेशन की अंतिम तिथि से 180 दिनों के लिए वैध होंगी।
Rates quoted by the agency shall be valid for 180 days from last date of quotation
- 14) कार्य करने समाप्ति पर कार्य की मात्रा भिन्न हो सकती है इसलिए कार्य का भुगतान वास्तविक आधार पर बिल और पैमाइश जमा करने पर किया जाएगा।
Quantity of work may vary at the time of execution; hence payment shall be made on actual basis on submission of bill with measurement sheet.
- 15) मापदंड के अनुसार एजेंसी द्वारा किया गए जीएसटी के भुगतान का प्रमाण प्राप्त होने के बाद ही निफ्ट द्वारा एजेंसी को भुगतान जारी किया जाएगा।
The payment will be released by NIFT to the agency only after the submission of proof of payment of GST made by the agency as per the criteria is received.
- 16) कार्य में किसी भी प्रकार की त्रुटी होने पर निफ्ट के अनुसार एजेंसी को कार्य की मरम्मत करनी होगी।
In lieu of any defect, the work shall be repaired by the agency if NIFT desires so.
- 17) किसी भी विवाद के मामले में न्यायालय का न्यायिक अधिकार क्षेत्र नवी मुंबई होगा।
In case of any dispute the Jurisdiction of Court will be Navi Mumbai.
- 18) प्रतिस्पर्धी मूल्य/दरों को कोट करने से पूर्व, कार्य और स्थल के भौतिक मूल्यांकन और पैमाइश के बारे में स्पष्टीकरण के लिए (यदि कोई हो तो), एजेंसी निफ्ट के अधिकारी से कार्यालय समय के दौरान संपर्क कर सकती है।
The Agency must visit the campus and Contact to NIFT's Official for clarifications about physical assessment of area/work to be furnished and about measurement etc. before quoting the competitive rates.

- जीएसटी मापदंडों के अनुसार लागू होगा / GST will be applicable as per norms.

क्रम संख्या	पंजीकरण का विवरण Details of Registration	पंजीकरण संख्या Registration No.
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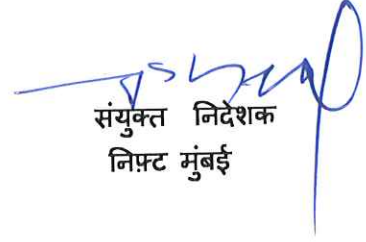
Seal and signature of the Agency

Date:

Joint Director



1.	जी एस टी / GST	
2.	पैन कार्ड / Pan Card	


संयुक्त निदेशक
निफ्ट मुंबई

एजेंसी का नाम और पता:

मैसर्स _____

दूरभाष न. _____

दिनांक _____

Seal and signature of the Agency

Date:

Joint Director