MAHATMA GANDHI UNIVERSITY
NALGONDA – 508254

Ten.No.19 /MGU/NLG/2026-27 Date:-02-11-2026

TENDER NOTIFICATION

Sealed Tenders are invited from the Manufacturers/ Authorized Dealers/Registered Suppliers for supply of Sports Kit Material to Mahatma Gandhi University, Nalgonda- 508254. The tenders shall consist of two parts (i) Technical bid and (ii) Commercial bid. Tender document may be obtained from Office of the Registrar, Mahatma Gandhi University, Nalgonda- 508 254 alternatively, tender forms can be downloaded from the University Website: www.mguniversity.ac.in w.e.f. dt.02-11-2026 on payment of Rs.1,000/- (Rupees one thousand only) towards cost of tender form and Rs. 2,000/- (Rupees Two Thousand only) towards tender processing fee and Earnest Money Deposit (EMD) @ 2.5% on bid amount separately(Refundable) in the form of Demand Draft/ Net Banking/ UPI in favour of Registrar, Mahatma Gandhi University, Nalgonda from any Nationalized Bank payable at Nalgonda. Bank account details are furnished in the tender schedule.

Completed sealed tender along with EMD shall be submitted to the Office of the Registrar, Mahatma Gandhi University, Nalgonda on or before dt. 23-11-2026 by 5.00 pm. sealed tenders received after the due date and time will be summarily rejected**.**

Sd./-
REGISTRAR

MAHATMA GANDHI UNIVERSITY
NALGONDA – 508254

Ten.No.19/MGU/NLG/2026-27 Date:23-11-2026

TENDER NOTIFICATION FOR SUPPLY OF SPORTS KIT MATERAIL

Sub: - Mahatma Gandhi University – Supply of Sports Kit Material– Tender Notification – Reg.

& & &

Mahatma Gandhi University intends to procure Sports Kit Material from the Manufacturers/ Authorized Dealers/Registered Suppliers. Interested Parties are requested to submit their competitive price bids in the sealed covers in the prescribed format as per the details given below.

Part – I

TENDER SCHEDULE

1) Name of the material to be Supplied	: Sports Kit Material
2)Sale of Tender Schedule	: dt.02-11-2026 to 23.11.2026 (11 A.M – 5.00 P.M.) O/o the Registrar, Mahatma Gandhi University, Nalgonda -508254 (On all working days)
3)Last date for submission (Duly filled in tender bids)	: Dt. 23-11-2026 by 5.00 P.M.
4)Submission of Tender Document	: Sealed tenders in two parts (i) Technical Bid (Annex-I) and (ii) Commercial bid (Annex-II) Should be submitted at the O/o the Registrar Mahatma Gandhi University, Nalgonda. (on all working days)
5) Venue & Time of opening the tender	: In the O/o The Registrar, Mahatma Gandhi University, Nalgonda -50825 in the presence of bidders or their authorized representatives.
6)Earnest Money Deposit (EMD)	: EMD (Refundable) @ 2.5% on bid amount separately in the form of Demand Draft/ Net Banking/ UPI in favour of Registrar, Mahatma Gandhi University, Nalgonda from any Nationalized Bank payable at Nalgonda. The bank account details are as follows:
Name of the Account Holder	: Registrar NUF Account
Account Number	: 62048583586
Bank & Branch	: State Bank of India, Anneparthy Branch
IFSC	: SBIN0021270

7) Quantity of Items Required: As per mentioned in tender document

8) The given quantities are indicative of possible total requirement only.

9) Payment Terms : No advance payment will be made. Payment will be arranged in accordance with the supply subject to inspection by the Technical Members of the Committee.

Part – II

SPECIFICATIONS OF SPORTS KIT MATERIAL:

S.No.	NAME OF THE ITEM	DESCRIPTION	Quantity
1.	**TRACK SUIT (Upper & Lower)**	Micro NS (Paper model fabric) with full soft mesh linging with tafta fabric in bottom edge full set with four deep pockets with imported zippers… Branding on front AIU logo (right side), MG University logo on Left side and on back Mahatma Gandhi University in semicircle & Nalgodna. (T.G.) in single Line. Size:Small, Medium, Large, XL,XXL & XXXL.	**318**

S.No.	NAME OF THE ITEM	DESCRIPTION	Quantity
2.	**T-SHIRT**	Micro HD with stretch spandex blend (Lycra). Breathable, odorless, front sublimation and branding and numbering game wise as specifies '3' inch University Logo (Left), AIU logo (right), Back 10x2.5 Mahatma Gandhi University in Semicircle, Nalgonda (T.G.) in single line & Number printing Navy Blue & White color Combination. Size:Small, Medium, Large, XL,XXL&XXXL.	**281**
3.	**SHORTS**	Dry fit stretch spandex fabric with full elastic and dori (on short also numbering matching with T-Shirts) "2" inch Number printing on right side, Navy Blue & White colour Combination, Standard size, different style/model for different game. Size:Small, Medium, Large, XL, XXL,& XXXL	

S.No.	NAME OF THE ITEM	DESCRIPTION	Quantity
4.	**SPORTS SHOE**	Rubber sole molded with flexible soft padded and full length lace of different sizes from size No.5 to size. 12, Colour white/Blue/Black/Red.	**318**

PART – III

GUIDELINES/ PROCEDURE TO BE FOLLOWED

1. **Tender form and processing fee:-** Rs.1,000/-(Rupees one thousand only) towards cost of tender form and Rs. 2,000/- (Rupees Two Thousand only) towards tender processing fee separately in the form of Demand Draft/ Net Banking/ UPI in favour of The Registrar, Mahatma Gandhi University, Nalgonda from any Nationalized Bank payable at Nalgonda. The bank account details are as follows:

   Name of the Account Holder: Registrar NUF Account
   Account Number : 62048583586
   Bank & Branch : State Bank of India, Anneparthy Branch
   IFSC : SBIN0021270
2. Tender fee once paid is neither refundable, transferable nor adjustable for other tenders.
3. **Submission of Bids: -** The bidders desire to participate in tender process shall submit their price bids in the standard formats prescribed in the Tender documents. The bidder should enclose all copies of all the relevant certificates, documents etc. The bidder shall sign on all the statements, documents, certificates enclosed to own the responsibility for their correctness/authenticity.
4. **Payment of Bid Security (Earnest Money Deposit): -** The EMD has to be paid on 2.5% of the total bid amount quoted in the commercial bid. The EMD shall be paid in the form of Demand Draft/ Net Banking/ UPI in favour of Registrar, Mahatma Gandhi University, Nalgonda from any Nationalized Bank payable at Nalgonda and handover it on or before closing date in the office of the Registrar, Mahatma Gandhi University, Nalgonda, details of bank account are furnished in the Para 1.
5. **Price Bid Opening:-** The Price Bids will be opened by the concerned officer /officers on the specified date & time. If any of the date earmarked for opening of technical or financial bids happens to be holiday, the bids will be opened on the very next working day.
6. **Processing of Tenders:-** The concerned officer/officers will evaluate and process the tenders as done in the conventional tenders.
7. **Tender processing fees as well as EMD is exempted to the eligible MSMEs**
8. **Clarification/Assistance: -** For any query/clarification please contact: 89859 28328.

Sd./-
REGISTRAR

MAHATMA GANDHI UNIVERSITY
NALGONDA – 508254

TERMS AND CONDITIONS

1. **Procedure for submission of bids: -**

(i) The bidders to participate in tender process shall submit their Technical and Commercial bids in the standard formats prescribed in the Tender documents, The bidder should enclose the copies of all relevant certificates, documents etc. to the in tender document support of their bids. The bidder shall sign on all the statements, documents, certificates enclosed to own responsibility of their correctness/authenticity.

(ii) The prices must be quoted in Indian Rupee only and it must be inclusive of all taxes and transport etc.

2. **Technical Specifications / Terms & Conditions: -**

(i) The detail technical specifications, quantity required for items covered under each category are mentioned in Annexure-I.

(ii) The specification issued with this tender form should not be altered by the Suppliers.

(iii)The specification of the item quoted by the firm should be in conformity with the University specifications. Where the tenderer feels that the specification of the item not fully given or differ, of the item specification of the mentioned by the University, the exact specification of such item should be attached with the tender indicating the item quoted. The bidder should not mention best quality/good quality/superior quality etc. but give make and brand of the item quoted.

(iv)The bidder is required to attach the University specifications with catalogues & Design leaflets/literature for each item. Detailed features, for compliance of specification should be provided on specification sheet & appropriate reference i.e. page no. & para of literature, leaflet where the relevant information can be checked and the same should be properly indicated.

(v) A sample of each item must be produced while submitting the tender document.

3. **Cost of Bidding:-**

(i) The bidder shall bear all the costs associated with the preparation and submission of bids. The University will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

(ii) The bidder is expected to examine all instructions, forms, terms & conditions in the Bid documents, failure to furnish all information required by the bid documents or submission of bid not substantially responsive to the documents in every respect will be at the bidder risk and may result in the rejection.

4. **Bid Validity: -** Both Technical and Commercial bids shall remain valid for a period of six months from the date of order for supply & installation of item.

5. **Quotation: -** The quoted price should be mentioned inclusive of all taxes such as customs duty etc.., but GST should be mentioned separately as given in the Price Bid format. The aggregate price quoted along with all taxes should not exceed the M.R.P. of the items. Revisions of rates are not allowed after the opening of tenders and the same rates are valid for a period of six months only. In case tenderer is not able to quote for one or more of the items invited the word in the tender column document "NOT QUOTED: should be indicated.

6. **Earnest Money Deposit (EMD): - The** EMD has to be paid on 2.5% of the total bid amount

shown in the tender document. The EMD shall be paid in the form of Demand Draft/ Net Banking/ UPI in favour of Registrar, Mahatma Gandhi University, Nalgonda from any Nationalized Bank at Nalgonda and handover it on or before closing date in the office of the Registrar, Mahatma Gandhi University, Nalgonda, details of bank account are furnished in the Part:III para one.

7. Delivery Period and its extension: -

(i) The minimum delivery period should be clearly mentioned against each item, in case, the items are not readily available; ex-stock offer will be preferred.

(ii) The supplies shall have to be made within the mentioned in the date of purchase order issued. However, in exceptional circumstance and, on written request, from the supplier/ tenderer, extension of date for supply of the material may be considered. Extension in supply period is at the sole discretion of the competent authority. If the supplier fails to deliver any or all of the goods/items or to perform the services within delivery period including extension, if any, the purchaser shall without prejudice to its other remedies under the contract, as liquidated damages @ 1% per week on undelivered items. Once the maximum deduction of 9% is reached, the purchaser will terminate the contract and forfeit the performance security for undelivered goods.

(iii) In exceptional circumstances, the purchaser may solicit the bidder's consent for an extension of the period of validity of 60 days. The request and the response thereto shall be made in writing. The validity of Performance Security provided shall also be suitably extended.

(iv) If the supplier fails to deliver/install the stores or any installment thereof within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, Registrar, Mahatma Gandhi University, Nalgonda -508254 may without prejudice to the right of the purchaser may recover damages for breach of the contract.

8. Insurance of Consignment: -

Consignment will be insured at the cost of Tenderer/Supplier till satisfactory supply and installation of the item and not at the cost of University.

9. Submission of Bid: -

The Tenderers are required to enclose the photocopies of the following information/documents along with Technical bids with tender document.

a. Copy of GST Registration Number.
b. Proof of tax clearance for the last three financial years (2023-24, 2024-25 and 2025-26) GST / Annual Sales Tax Return, duly signed and stamped by Trade & Taxes Department of the concerned State.
c. Copy of PAN/TAN/TIN.
d. Copy of annual financial turnover (Trading A/c and Balance Sheet) for the last three years (2023-24, 2024-25 and 2025-26 duly audited by C.A.), minimum Annual Turnover Rupees 10 Lakhs.(Eligible MSME are exempted from this condition.)
e. Copies/Proofs of tender form cost, processing fee and EMD submitted.
f. Annexure –I-A duly filled-in and signed by the Bidder.
g. Product Catalogue of respective items quoted, having items model number, its specifications, complete address of manufacturer etc..,
h. Specification Comparison Statement (tabular comparison) of required specification and offered specifications.
i. Copy of authorization certificate issued by manufacturer of respective item, in case bidder is an authorized dealer.

j. Proof of at least 03 supply orders of similar items, like name of the item, order number, cost and date of supply etc. during the last Three (3) years.

Opening of Bids:-

(i) The tender committee will scrutinize the technical bids in the first stage. The Commercial bids of only those bidders will be opened who fulfill the eligibility criteria and whose documents are found in order, on the date and time earmarked for submission of bids.

(ii) If any of the date earmarked for opening of technical & commercial bids happens to be holiday, the bids will be opened on the very next working day.

(iii)The bidder or their representative, who is present, shall have to sign on the minutes of bid opening document for evidencing their attendance.

11. Bid Rejection:-

a. The bid will be rejected out rightly in case of non-production of documents mentioned in conditions in point no.09.

b. Submission of any wrong information.

c. Non-Submission of Printed Product Catalogue of respective items quoted, having items model number, its specifications complete address of manufacturer etc.,

d. The Competent Authority reserves the right to reject any or all the tenders without assigning any reason, at any state, and whose decision will be final.

13. Evaluation and Comparison of Bids: -

(i) The purchaser's price evaluation of the bid will be as mentioned below: -

Unit rate of item inclusive of Excise Duty / CST / any other tax (including GST), if any.

(ii) The bidder should quote the rate on the basis of the delivery at the purchaser site. No extra transportation charges, delivery charges, installation charges will be paid or considered.

(iii)The purchaser will evaluate and compare the total bid price for each item, which have been determined to be substantially responsive as per the qualified criteria of bidder.

(iv)The Competent Authority of the University does not bind himself/ herself to accept the lowest or any tender.

(v) If the bidder has quoted longer delivery period than the stipulated as above condition No. '7', an amount of 1% of the quoted price shall be added per week for the period beyond the stipulated period to the quoted price for the purpose of financial evaluation of tender.

14. Notification of Contract and Placement of Supply Order:-

(i) Prior to the expiration of the period of bids validity, the purchaser will notify the successful bidders in writing that their bids have been accepted.

(ii) The notification of award will constitute the formation of the contract.

(iii)Upon the successful bidder's furnishing of Performance Security, the University will promptly notify each unsuccessful bidder and will discharge its EMD.

15. Inspection: -

(i) The inspection of the goods/items shall be carried out to check whether the goods are in conformity with the technical specifications attached to the contract.

(ii) The final inspection of the goods/items ordered shall be carried out by the technical expert committee duly constituted by the University.

16. Change in quantity of item: -

The University reserves the right at the time of award of contract to increase or decrease the quantity of goods specified in the schedule of requirement without any change in price or other terms and conditions.

17. Payment: -

The payment will be made within 60 days after the successful demonstration/ installation of the item. Rejected items/goods should be removed within 30 days after which no responsibility will be lies with the University.

18. Performance of Product: -

(i) A WARRANTY certificate should invariably be supplied along with the item at the time of delivery and the validity of the Warranty Certificate should be valid from the date of installation of the item for a minimum period of one year. Non-Compliance of the same will result in non-acceptance of the item from the firm with whom the order was placed beside rejection of the tender.

(ii) The supplier warrants the goods supplied under the contract are new, unused and most recent. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design or materials or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied goods in the conditions at the University.

19. Cancellation of Contract: -

(i) If the Supplier, in the opinion of the University fails or neglects to comply with any of the terms & conditions forming, part of the order issued, the University shall without prejudice to any other right or remedies under the contract, has the right to cancel the contract /order by giving 15 days notice in writing to the Suppliers/firms without being liable to pay compensation for such cancellation.

a. If the supplier fails to execute the supply order by the date specified in the order or within any extension thereof granted by the purchaser;
b. If the supplier fails to perform any other obligation under the contract;
c. If the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practice in executing the contract; the purchaser may, without pre-judice to any other remedy for breach of contract, by written notice, terminate the contract in whole or in part.

20. Forfeiture of Bid Security: -

a. The bid security will be forfeited, if the bidder withdraws its bid during the period of bid validity.
b. In the case of successful bidder, if the bidder fails to sign the contract or fails to submit the performance security, the bid security will be forfeited.
c. “Force Majeure” means an event beyond the control of the supplier and not involving the supplier’s fault or negligence and not foreseeable. Such an event may include but are not restricted to, acts of the purchaser, either in its sovereign or contractual capacity, wars or revolution, fire, floods, epidemics, quarantine restrictions and freight embargoes.

d. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligation under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

23. Resolution of Dispute:-

(i) The purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with the contract.

(ii) Any dispute is subject to the jurisdiction of the Nalgonda, Telangana State Courts only.

CERTIFICATE OF ETHICAL PRACTICES

I/We assure the Institute that neither I/We nor any of my / our workers will do any act/s which is improper/illegal during the execution in case the tender is awarded to us. Neither I/We or anybody on my / our behalf will indulge in any corrupt activities/Practices in my / our dealing with the institute. I/We will have no conflict of interest in any of our works/contracts at the University.

Sd./-

Date: Signature of the Bidder

Annexure - I

Tender Cost: Rs. 1,000/-
Processing Fee: Rs. 2,000/-

TECHNICAL BID

(To be submitted in a separate sealed cover)

For supplying of Sports Kit Material to Mahatma Gandhi University Campus, Nalgonda - 508254

1.	Name of Bidder Company/ Authorized Dealer with Registration No. & Date issued by appropriate authorities (Please enclose copy of certificate of registration):	
2.	Do you possess trade license issued by Competent Authorities? If so, please enclose a copy:	
3.	Name of Proprietor / Director	
4.	Furnish the following particulars of the Registered Office a. Complete Postal Address:	
	b. Contact No(s):	
	c. E-Mail Address:	
5.	Authorization Certificate issued by the manufacturing company:	
6.	GST No. (Attach Attested Copy)	
7.	PAN No. (Attach Attested Copy)	
8.	TIN No. (Attach Attested Copy)	
9.		

10. Challan submitting of last three (2023-24, 2024-25 and 2025-26) GST / Annual Sales Tax Return, duly signed and stamped by Trade & Taxes Department of the concerned State.

Financial Year	**Annual Turnover (Rs.)**	**Taxes Paid** (Rs.)	**Remarks, if any**
2023-24			
2024-25			
2025-26			

11. Give details of the major clients – Government Departments, PSUs, Research Organizations, Multinational Companies to whom items have been supplied by the bidder during the last three years in the following format. Copies of the Purchase Orders / Indents should be attached for proof.

Sl. No	Name& address of the Customers with details -	Name & quantity of the items supplied	Purchase Order/Indent No. & Date	Amount
1				
2				
3				

(If the space provided is insufficient, a separate sheet may be attached)

12. Are you a regular manufacturer or authorized dealer for the type of item in this tender?
13. Please attach copies of supporting documents of annual turnover for the last three financial years (2023-24, 2024-25 & 2025-26).
14. Details of Earnest Money Deposit D.D. / P.O. No. & Date & Name of the Bank/UTR Number.
15. Please specify the minimum time required to supply the item from the date of receipt of the Purchase Order.
16. Additional information, if any (Attach separate sheet, if required)

REQUIRED SPECIFICATIONS OF THE SPORTS KIT MATERIAL

Sl. No. (1)	**Type of Item With Quantity (2)**	**Specifications (3)**	**Conform/ Deviations (4)**
1	**TRACK SUIT (Upper & Lower) – 318 Nos.**	As per tender document	
2	**T-SHIRT & SHORTS – 218 Nos.**	As per tender document	
3	**SPORTS SHOE – 318 Nos.**	As per tender document	

NOTE: ***In column 4, for each item please write 'CONFORMS' if you are able to supply as per our specifications OR 'DEVIATION' if you are deviating from our specification. The specific deviation should invariably be recorded in column 5.***

ANNEXURE – II

COMMERCIAL BID

Sl. No. (1)	Type of Item With Quantity (2)	Specifications (3)	Quoted Price for each item	Total
1	**TRACK SUIT (Upper & Lower) – 318 Nos.**	As per tender document		
2	**T-SHIRT & SHORTS – 218 Nos.**	As per tender document		
3	**SPORTS SHOE – 318 Nos.**	As per tender document		

Note: Material supply deviations if any should be clearly indicated. The Bidders are requested to quote for all the items and the contract will be awarded to the L1 bidder based on the Total amount.

CERTIFICATE OF ETHICAL PRACTICES

I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s which is improper / illegal during the execution in case the tender is awarded to us. Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities / practices in my / our dealing with the Institute. I / We will have no conflict of interest in any of our works / contracts at the University.

Date: Signature of the bidder