

OFFICE OF THE REGISTRAR
SIBSAGAR UNIVERSITY SIVASAGAR

No. SU/RG/ Notification/2024/01/ 327-333

Date: 23 / 10 /2024

NOTIFICATION

This is to notify that considering the administrative convenience a Tender Opening Committee is constituted with the following persons as per the terms of references laid down here under to evaluate the tenders/quotations received against the various Notice Inviting Tenders (NIT)/Notice Inviting Quotation (NIQ) / Expression of Interest (EoI)/E-Tenders floated by Sivasagar University from time to time to purchase various materials/equipment/item/chemical/service etc.

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| 1. Dr Profulla Ch. Kalita, Registrar | Chairperson |
| 2. Dr Tridip Mahanta, Academic Registrar, | Member |
| 3. Mr. Diganta Borah Dean of Students' Welfare | Member |
| 4. Mr. Ronen Prokash Dutta, Associate Professor, S.U. | Member Secretary |
| 5. Dr. Probhat Ch. Nath, Associate Professor, S.U | Member |
| 6. Dr. Ranjit Gam, Associate Professor, S.U | Member |
| 7. The Finance & Accounts Officer, S.U. | Member |
| 8. A Member from the concerned Department/ Centre/
Institute/ Office from which the procurement proposal is received | Special Invitee
Member |

Terms of references:

- The Committee shall evaluate the Technical Bids/ Quotations and Financial Bids/Quotations received against the NIT/NIQ/ EoI invited by Sibsagar University
- In case of E-Tender, the said Committee shall make all necessary arrangements for evaluation/rejection of Technical Bids and Financial Bids.
- The Committee shall ensure that they open and evaluate the Technical Bids and Financial Bids on the stipulated date and time as mentioned in the NIT/NIQ/EoI/E-Tender published.
- The Committee shall make all arrangements for preparation of Comparative Statement (CS) against each NIT/NIQ/EoI /E-Tender and submit the same to the competent authority.
- The Committee shall prepare and submit a report citing the ground(s)/reason(s) of rejection of any Bids/Quotations, if any.
- The Chairperson of the abovementioned Committee may co-opt other Members from this University seeking advice suggestion related to the NIT/NIQ/EoI/E-Tender, with due approval of the authority.
- The Committee shall remain valid for a period of 02 (Two) years or until further order with effect from the issue of this notification.

Issued with due approval.

Registrar

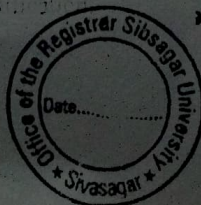
Sibsagar University,
Sivasagar

Memo No: SU/RG/ Notification/2024/01/ 327-333 Dated the 23rd Oct,2024

Copy to:-

- The Hon'ble Vice Chancellor, S.U. for favour of kind information.
- Academic Registrar, S.U. for kind information.
- Dean of Students' Welfare
- All members of the committee for information.
- ✓ 5. Mr. M.P. Gogoi, S.U. with a request to upload the notification in the University website.
4. I.A.& Accountant
6. Office file.

Issued with due approval



Registrar

Sibsagar University,
Sivasagar

24/10
2024