સરદાર વલ્લભભાઇ રાષ્ટ્રીય પ્રૌધોગિકી સંસ્થાન, સુરત
सरदारवल्लभभाईराष्ट्रीयप्रोद्योगिकीसंस्थान, सूरत
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT
(An Institute of National Importance, Ministry of Education, Government of India)
SVNIT

No.Acad/Convocation/Gold Medal/ 680 /2026-27 **Date: 05/11/2026**

To,

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Sub: Enquiry for Supply of Customized Gold Medals for toppers for the upcoming Convocation

Dear Supplier/Vendor,

You are requested to quote your rates for Supply of Customized Gold Medals for toppers for the upcoming Convocation at the SVNIT Campus, Surat listed overleaf. The quotations may be sent in a sealed envelope and superscripted as "Quotation with reference to Enquiry No: **Acad/Convocation/Gold Medal/680/2026-27, dtd.05/11/2026** for Supply of Customized Gold Medals for toppers for the upcoming Convocation". The sealed quotation should reach the Institute on or before **26/11/2026 at 5:00 P.M. addressed to The Deputy Registrar (Academic), Academic section, Administrative Building, S. V. National Institute of Technology, Ichchhanath, Surat-395007, Gujarat.** Quotations received beyond the last date will not be accepted.

The quotation should be furnished with the following information.

1. The rates specified in the quotation are for Supply of Customized Gold Medals for toppers for the upcoming Convocation on a **F.O.R. Institute** basis.
2. GST and any additional charges such as transportation F.O.R. SVNIT should be clearly specified at the concessional rates allowed to educational institutions as per the relevant notification of the Government.
3. The vendor shall complete & clearing the order within **15 Days** of the receipt of purchase order.
4. The period of validity of the quotation should be at least 90 Days after last date to receive the quotation. Offer subject to a prior sale may please be avoided.
5. Generally, Payment shall be made within a period of thirty days from the date of satisfactory completion of the supply & submission of bills to the institute.
6. All concessions available to an educational institution should be specified and also taken into account while quoting.
7. The mode of supply must be mentioned. The supply should be at F.O.R. SVNIT, Surat.
8. An offered quotation may be rejected if any ambiguity is found.
9. In case of any accident during supply leading to injuries/damages to human being/equipment, or loss of life the bidder shall be fully responsible for settling all claims and indemnify the department against any claim arising out of such accident.
10. The acceptance of inquiry will rest with the competent authority (The Director, SVNIT, Surat) who does not bind himself to accept the lowest one and reserves the right to accept or reject any or all the inquiry tenders without giving any reasons thereof.
11. The Director, SVNIT, Surat reserves the right to accept an offer, which is not strictly conform to the specifications but is otherwise, found suitable. If offers do not comply with specifications or are found in substandard condition, the same is to be taken from the institute, at the cost and responsibility of the supplier.

Sr. No.	Item Description	Qty.	Unit Rate Rs. Ps.	Total Rs. Ps.
1.	**"Gold Medal" by Institute from Convocation Head (5/94)** Consisting of 40 g silver, having 50 mm diameter with the institute monogram embossed on one side and written engraved script as required on the other side with Gold Plating of 750 mg, with lamination and carrying case	19		
	Total Taxable Amount			
(A)	(+)GST @ _____%			
(B)	**Total Amount (including all taxes) (A+B)**			
(C)	(+)Any other incidental cost all inclusive (E.g. Transportation, Packing, logistics etc.)			
(D)	**Final Quoted Price (C+D)**			
(E)				

Note:

1. Quotation must be provided on the firms/company's letter head.
2. The items will be accepted only after quality and content checks at Dean academic office, SVNIT Surat.
3. In addition to Quoted Price, the vendor should send the acceptance to all the terms & conditions mentioned in this enquiry on its firm's letter head.
4. The payment will be made within 30 days of the receipt & acceptance of the order.
5. The quantity of medals may increase/decrease as per requirement of the Institute.

Yours faithfully,

05/11/24

DEAN(ACAD.)

05/11/24