



# MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

Ref. No. MGCU/Tender/Sports Items/2026/02

Dated: 6<sup>th</sup> February 2026

## NOTICE INVITING TENDER

1. Bids are invited for the **Procurement of Sports Items and Allied Services for ensuring the Umang-2026: University's Annual Sports Fest to be organised at Mahatma Gandhi Central University, Motihari.**

Sl.	Items	Units	Specifications
1.	Banner Printing	06	5×25 ft
2.	Souvenirs (Dignitaries, Coordinators)	30	Medium Size
3.	Memento (Individual & Doubles)	120	Medium Quality
4.	Memento (Referees and Umpires)	30	Supreme Quality
5.	Umpires During Events (Cricket, Kabaddi, Volleyball, Running, Badminton)	07 days	NA
6.	Certificates	500	Glossy Finish (Certificate Grade Paper)
7.	Winner Trophies (Team) (Cricket; Volleyball; Kabaddi; Pittu; Tug of War, Faculty/Staff)	12	50 cm
8.	Runner Up Trophies (Team) (Cricket; Volleyball; Kabaddi; Tug of War; Faculty/Staff)	12	40 cm
9.	T-shirts (With University Logo)	800	Polyster jersey
10.	Sports Whistles	10	Premium
11.	Chess Boards & Pieces	10	Cardboard with wood pieces
12.	Carrom Pieces & Striker	10 sets	Standard Size
13.	Cricket Bats	06	Kashmir Willow

Sl.	Items	Units	Specifications
14.	Cricket Kit (Balls, Stumps, Pads, Gloves)	06	For Cricket Ball
15.	Volleyball	05	Premium
16.	Volleyball Net	02	Premium
17.	Badminton Racquets	20	33 LBS 77 GMS
18.	Badminton Shuttles	10 sets	NYLON shuttle
19.	Glucose Powder 1 Kg	10	Premium
20.	Water Arrangements	2000 persons	Mineral RO
21.	Tea/Coffee	1000	Mid-Size
22.	Refreshments & Working Lunch	1000	Including 1 fruit, 1 biscuit packet, 1 snack, 1 juice
23.	Chalk Powder	20 bags	Decent Quality
24.	Ribbon	10	Medium Quality
25.	Sound System, Tent & Chairs	07	Premium Quality with 100 chairs, Public Announcement
26.	Shawls	30	Khadi
27.	First Aid Kits	05	Premium Quality

### **Terms and Conditions**

2. The bidder should submit the quotation for all the items of the scope of work mentioned above in prescribed format attached at **ANNEXURE - 1**. Any bid submitted without any of the above-mentioned items shall be treated as unresponsive and may not be considered for further evaluation by the tender opening committee.
3. The bidders must submit self-certified order copies of similar types of purchase orders executed during the last three financial years, along with self-certified copies of satisfactory work completion certificates. Else, Firms dealing/registered for the sale of sports items may also apply for which they need to attach self-attested copies of relevant registration certificates.
4. Intending bidder should have an average annual financial turnover of at least **Rs.25,00,000/-** during the preceding three financial years. **Self-certified photocopies of certificate from CA to be submitted with bid.**
5. The quotation forms complete in all aspects along with all required documents should be submitted in sealed envelope along with **tender fee of Rs.500.00 + Rs.90.00 (GST @ 18%) = Rs.590.00** in the form of demand draft drawn in favour of the “**Mahatma Gandhi Central University**” payable at **Motihari**.

6. The Earnest Money Deposit (**EMD**) of **Rs.20,000.00** shall be submitted in the form of a **DD** in favour of "**Mahatma Gandhi Central University**" payable at **Motihari**. The **EMD** of successful bidder will be retained until the completion of the above tasks and shall be returned after the payment of final bill. The EMD of unsuccessful bidders shall be returned after the final award of order.
7. The bid will be finalised based on the **total minimum value (L1)** for the **Price Bid** quoted by the vendor for the items/services mentioned above.
8. In case of tie between two or more bidders at L-1 price, the bidder with the highest annual turnover shall be awarded the tender.
9. Institute reserves the right to reject any quotation or all quotation without prejudice, prior notice, or any explanation/justification.
10. If a quotation is submitted without mentioning explicit rate of each item, quotation will not be considered for further processing.
11. Quotation(s), if not duly signed by the contractor or his legally authorised partner, if any, will be considered invalid.
12. **Security deposit @ 5%** of the total order value shall be taken from the successful Firm getting the purchase order for a period of **one** year from the date of completion of delivery. It will be refunded after completion of the defect liability period, i.e., **one** year.
13. 2% Income Tax and other applicable taxes, such as GST, etc., shall be deducted as per applicable Govt. rules. A valid GST number of the vendor must be provided with the bid.
14. **Amount and quantity variation**: Quantity may vary as per actual work execution/site requirement/end user suggested changes during execution, but the final bill value shall not exceed more than 5% of order value.
15. **Delivery period**: Within **7 days** from the issue of the work order/date of agreement.
16. **Late Delivery penalty**: If the delivery not completed within the given time, penalty will be deducted as per GOI norms. **It will be implemented in verbatim with no excuse to be entertained for whatsoever be the reason.**
17. Duly completed tender document along with Quotation form, tender fee & E.M.D. should be sealed in one envelope, which is superscribed with Name of work, Tender Reference No. & date submitted on or before the last date & time as mentioned at S. No. 1 above.
18. All the disputes shall be subject to the Motihari Jurisdiction. The university authority as arbitrators has the full rights to settle all the disputes and that shall be binding on both the parties.
19. Appropriate penalty as decided by the Competent Authority shall be levied, if the supply/services are of poor quality and not up to the mark as proposed in the quotation/bid.
20. Payment shall be made online as per the verification made by the concerned committee.
21. May feel free to contact on E-mail **osdadmin@mgcub.ac.in**, in case of any query related to the tender.
22. Notwithstanding anything mentioned above, the University reserves the right to reject all the bids.

23. The sealed envelope super scribed with "**Tender for Sports Items and Allied Services for Umang 2026**" tender enquiry ref. no. & date must be sent at the following address:

**The OSD (Administration)**  
Dr Ambedkar Administrative Building  
Near OP Thana, Raghunathpur, Motihari  
Distt- East Champaran-845401 (Bihar)

24. The quotations will be received up to **12:00 Noon on or before 16<sup>th</sup> February 2026 (Monday).**
25. The bids submitted after the last date & time will not be considered for opening. The bids received within the last date & time will be opened **on 16<sup>th</sup> February 2026 (Monday) at 02:00 P.M.** in the office of OSD Administration, Dr Ambedkar Administrative Building, Raghunathpur, Motihari.

**Sd-  
OSD Administration**

**Price Bid**

Sl.	Items	Units	Specifications	Unit Price	Total Cost
1.	Banner Printing	06	5×25 ft		
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<b>Total</b>					