



झारखण्ड केन्द्रीय विश्वविद्यालय, राँची
CENTRAL UNIVERSITY OF JHARKHAND, RANCHI
(संसदीय अधिनियम के तहत 2009 में स्थापित केन्द्रीय विश्वविद्यालय)
(A Central University established by an Act of Parliament in 2009)

Ref. No. CUJ/P&S/PSAS/26/2016/1389

Dated: 17/02/2016

Subject: Quotation Invited for supply of printed Sessional Answer Sheet-4 pages.

Please quote your rate/ price for the supply of printed Sessional Answer Sheet-4pages.

Item No.	Description of Article, Specification/ Drawing or other particulars (Give complete details and particulars to facilitate proper identification of the articles by the trade)	Number Or Quantity
1	<p>Printing of Sessional Answer Sheet: No. of page: 04.</p> <p>Paper to be used for inner pages: Good Quality of 80 GSM white sheet.</p> <p>Paper to be used for inner pages: Good Quality of 70 GSM white sheet.</p> <p>Size: L-30.0 cm x W-22.0cm</p> <p>Serial No. of Answer Script: Serial No. should be printed at the top of cover page on right corner as per sample attached. Number should start from Serial No. 1001 to onwards.</p> <p>Print Quality: A very high print quality is required by the University. There will be no compromise on the quality of printing. Below standard print quality may lead to the rejection of entire job/ or a penalty to be decided by the University.</p>	2,00,000 nos.

The quotation should reach the undersigned on or before **9th March, 2017 (4:30 PM)** on the following terms and conditions. The Quotations will be opened on next working day at 11:00 A.M. in the Administrative Building Meeting Hall (Near Recruitment Cell).

TERMS AND CONDITIONS:-

- Postal Instruction:** Quotations addressed to the undersigned may be sent on Letter Head Pad of the firm as per schedule notified in quotations in sealed envelopes super-scribing the items of the offer and the date of opening. Offers/quotations received through electronic mail or fax will not be considered.
- Validity:** Minimum validity of the quotation must be 03 months from the date of opening of the quotation.
- Tender Fee:** The price of Tender Document is Rs. 500/- only (Five Hundred Rupees only) (non-refundable). The Tender Document price may be attached to the Bid in the form of Bank Draft in favour of "Central University of Jharkhand" payable at Ranchi.
- EMD:** EMD in the form of DD/FDR/Banker Cheque /Bank Guarantee 10000/- (Ten Thousand) must be attached with all offers in favour of Registrar, Central University of Jharkhand. The EMD should remain valid for a period of 45 day beyond the final bid validity period. EMD of unsuccessful bidders shall be returned after the expiry of the final bid validity or before the 30th day of the award of contract. The EMD of the successful bidder may be released after 3 months from the date of successful completion of work.
- Destination:** As the firm is required to give the successful demonstration of items at CUJ, Brambe, Ranchi (Jharkhand) with minimum one year is guarantee/warranty, so the rates must be quoted as F.O.R. destination i.e. CUJ, Brambe, Ranchi (Jharkhand) and the rates must include the charges for Packing, Forwarding, Insurance, Freight, etc., if any.
- Excise & Custom Duties:** This University is registered with the **DSIR F.51/96-custom dated 23-07-96 and No.10/97 Central Excise Date 01-03-97, vide registration No. TU/V/RG-**

CDE(1154)2014 dated 26.09.2014 (Valid up to 31.08.2019) so the rates must be quoted without custom & excise duty, which, if applicable, be quoted separately.

7. CST/ST/GST/LST/PAN Nos. etc. All the firms may invariably mention their CST/ST/LST/PAN numbers on quotation/tender failing which quotations may not be considered valid. Further, this University does not issue any C/D Concessional form, so the CST/ST/VAT applicable as per actual rates must be mentioned in the offer. In case CST/ST/VAT is not mentioned, the rates shall be treated as inclusive of all taxes.
8. **Quotation Opening:** Representative of the firm may be present at the time of opening of the Quotations, if it wishes.
9. **Payment:** Within 30 (Thirty) days of receipt of material in good, acceptable condition and after final inspection. The Drawing & Disbursing Officer/ Finance Officer will be the Paying Officer.
10. Liquidated charges @ 2% of quoted price for a delay in supply by 2 weeks and 5% of the quoted price for subsequent weeks will be charged for delay, if any, in execution of the contract. Maximum delay with the liquidated charges of one month only will be considered and thereafter the supply order will be treated as cancelled.
11. **Right of Acceptance/Rejection:** Right of acceptance and rejection of any quotation in part or full without assigning any reason are reserved with the University authorities.
12. The quantity for printing of sessional answer sheet to be purchased could be increased or decreased depending on the requirement of end user.
13. In case of any dispute the jurisdiction of Ranchi (Jharkhand) Courts shall apply.

NOTE:-

- (i) The quotations not complying with any of the above said minimum requirements /terms conditions will be considered as rejected.
- (ii) Sample sheets for verification of 70GSM and 80GSM must be attached with the offer.

Sd/-
(I/c Purchase),
Central University of Jharkhand
Brambe, Ranchi