

No. NIT- CUJ/DR/Even Sem/40/2015/199

Dated: 23/02/2015

Subject: NIT for supply of printed Answer Scripts-20 pages, Additional Answer Sheets-4pages and Sessional Answer Sheet-4pages.

Please quote your rate/ price for the supply of printed Answer Scripts-20 pages, Additional Answer Sheets-4pages and Sessional Answer Sheet-4pages.

Item No.	Description of Articles, 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 Answer Scripts: No. of page: 20.</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>Instructions: The instructions etc. should be printed on the front of cover page.</p> <p>Binding: Stapled at two places with the help of large pins in the form of note book.</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>	1,00,000 nos.
2	<p>Printing of Additional 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. 101 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>	1,00,000 nos.
3	<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>	1,00,000 nos.

The Tender should be sent to the undersigned in a separate sealed envelope subscribed as tender with reference to above enquiry No. & Date & Scheduled date of opening mentioning **rates for 70 GSM and 80 GSM separately**. The quotation should reach the undersigned on or before **16th March, 2015 (2:30 PM)** on the following terms and conditions. The Quotations will be opened on the same day at **03.30 PM** in the presence of the representative of the Tenderer who so ever wants to be present.

TERMS AND CONDITIONS:-

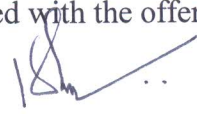
1. **Postal Instruction:** Tender/Quotations addressed to the undersigned may be sent on Letter Head Pad of the firm as per schedule notified in tender/quotations in sealed envelopes superscribing the items of the offer and the date of opening. Offers/quotations received through electronic mail or fax will not be considered.
2. **List of Users:** List of users (Past supplier of the firm), literature regarding quoted items and authorized dealership certificate, if any, must be submitted along with the tender/quotations. Offer received without these documents may not be considered.
3. **Validity:** Minimum validity of the quotation must be 03 months from the date of opening of the quotation/tenders.
4. **Tender Fee:** The price of Tender Document is Rs. 1000/- only (One Thousand 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.
5. **EMD:** EMD in the form of DD/FDR/Banker Cheque /Bank Guarantee @ 2% of the quoted value 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 receipt of a performance security for the warranty/guarantee period of equivalent amount. The above condition is applicable to all & no relaxation will be given.
6. **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.
7. **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.
8. **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.
9. **NIT/NIQ Opening:** Representative of the firm may be present at the time of opening of the Quotations, if it wishes.
10. **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.



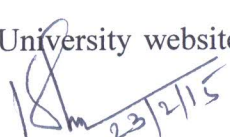
11. Liquidated charges @ 2% of quoted price for a delay in supply by 2 weeks and 5% of the quoted price for subsequent weeks will be charged for delay, if any, in execution of the contract. Maximum delay with the liquidated charges of one month only will be considered and thereafter the supply order will be treated as cancelled. The University reserves the right to ask for performance guarantee @ 2% of total value of tender from the successful bidder with whom the supply order is placed.
12. **Right of Acceptance/Rejection:** Right of acceptance and rejection of any tender/quotation in part or full without assigning any reason are reserved with the University authorities.
13. The number of items to be purchased could be increased or decreased depending on the requirement of end user.
14. In case of any dispute the jurisdiction of Ranchi (Jharkhand) Courts shall apply.

NOTE:-

- (i) The quotations/tenders 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.


Dy. Registrar, (I/c Purchase),
Central University of Jharkhand
Brambe, Ranchi

- Copy to: 1. Dean (Academic) CUJ, Ranchi for information.
2. System Analysts (Technical Cell) CUJ, Ranchi to put the NIT on University website please.


Dy. Registrar, (I/c Purchase),
Central University of Jharkhand
Brambe, Ranchi