



Subject: Notice Inviting Quotation for Printing of University CUJ Diary -2016, Calendar-2016.

Sealed quotations are invited from the reputed firms for the printing of CUJ Diary -2016, Calendar-2016 as per the following specification of size, quality of paper, printing matter. Firms should have past experience of supply of printed diaries & calendar.

(s) DIARY:

- (r) Size – Royal Size (ii) No. of Pages to be Print: 350 single colour.
(iii) Paper quality – Branded 100 GSM Maplitho. (iv) Cloth binding with board and logo embossing.
(v) Quantity – 800 nos.

(t) CALENDAR :

- (r) Size – Double Demy Size. (ii) Colour of Printing – Multi Colour
(iii) Paper Quality – 210 GSM Art paper/ Glossy (iv) Top and Bottom Mounting
(v) Quantity – 800 nos.

For more details of Printing, Size and other specification, you may contact University from 9:00 A.M. 5:00 P.M. on any working day.

The quotation should be addressed to The Internal Audit Officer (I/c purchase), Central University of Jharkhand, Ratu- Lohardaga Road, Brambe, Ranchi, 835205 and **should reach on or before 09/12/2015 at 3:00PM.**

TERMS AND CONDITIONS

1. Quotations without any erasures and overwriting must be submitted in sealed cover addressed to the The Internal Audit Officer (I/c purchase), Central University of Jharkhand, Ratu- Lohardaga road, Brambe, Ranchi- 835 205 super- scribed Tender/ Enquiry No. and the due date failing which, quotation may be ignored. Tender/ quotation should be sent through Speed Post/ Courier/ By Hand.
2. The rate quoted must be inclusive of all taxes and charges ie VAT, transportation & other expenses.
3. Please also quote rate for variation in number of pages.
4. The University will not entertain requests for revision in prices once quoted for whatever reason after the tenders are opened during the period of contract.
5. TDS will be deducted as per rules
6. All goods must be delivered at our university at Ratu- Lohardaga Road, Brambe, Ranchi for inspection by our inspecting authority.
7. Full payment will be made within 30 days of the receipt and acceptance after inspection of supplies at destination, quotations containing different payment terms are liable to be ignored.
8. It should be mentioned specifically whether price quoted includes all taxes and duties. Sales tax and/ or other duties legally liable and intended to be claimed should be distinctly shown in the tender.
9. VAT/CST Registration Number and its validity should be indicated. Documentary evidences be supplied/ attached to the tender documents.
10. All rates shall be indicated both in words and figures. Where there is difference between the rates quoted in words and figures, rate quoted in words will prevail.
11. The supplier shall make delivery of the items within 15 days from the placement of the purchase order. The purchase order would be placed after assessing the requirement and hence, actual quantity may increase/ decrease.
12. All legal disputes shall be under the jurisdiction of Jharkhand High court, Ranchi.
13. The University reserves the right to accept or reject any Bid, without assigning any reason thereof. No correspondence in this regard will be entertained.


Internal Audit Officer I/c purchase