



श्री माता वैष्णो देवी विश्वविद्यालय

Shri Mata Vaishno Devi University

Kakryal, Katra -182320, J&K

Ph: 01991-285524, 096228-85588, Fax: 01991- 285687

E-mail: purchase@smvdu.ac.in

NIQ. No: SMVDU/S&P/Exam-Mid /2024-25/1037

Dated: 27-08-2024

Notice Inviting Quotation

Sub: - Printing & Supply of 30000 nos. of Mid-Semester Answer Sheets for the Examination Wing at SMVDU

Quotations in sealed cover are invited for Printing & Supply of 30000 nos. of Mid Semester Answer Sheets for the Examination Wing at SMVDU from reputed registered Firms / Co-operative Stores / Suppliers or Manufacturers having a valid GST Number and PAN Number, as per details mentioned below ;

S. No.	Description of indent/ item	Qty (in Nos.)
01	<u>Mid-Semester Answer Sheets Specification:</u> a) 60 GSM Paper with University Logo as water mark on each page and bar code on first page containing Sl.No. of the sheet b) All sheets to be numbered in the Serial to be provided by the University (Sl. No. MID/A/000001 onwards). c) No. of Pages in each sheet 07 pages / 14 leaves. d) Signature of the Invigilator to be printed on first page. e) Printing as per Sample.	30000

The sealed rate quotations should reach the Central Dispatch Section, SMVDU Campus latest by **09-09-2024, Monday, 2:30 P.M.** Any quotation received after the due date and time shall be summarily rejected. The sealed bids shall be opened on the next working day at **2:30 P.M.** in the presence of authorized representatives, should they wish to attend the same.

Terms & Conditions

1. Rates should be written in figures as well as words. GST rates, or any other rates/charges, as applicable, and discount if any, should be clearly mentioned in the **Schedule of Quantities [Format enclosed at Annexure 'A']**.
2. The last date for receipt of sealed quotations in the Central Dispatch Section SMVDU is latest by **09-09-2024, Monday, 2:30 P.M.**
3. The quotation / **Schedule of Quantities** should be on the letter head of the Company with reference no. and date on it, duly signed and stamped.
4. The quotations should be submitted in sealed cover, addressed to the Registrar, SMVDU, super-scribing the NIQ issue number & date and due date & time failing which the quotation is liable to be rejected.
5. Price quoted shall be final and valid for 3 months.
6. Quotation without the authorization from the Company will not be accepted.

7. Delivery of material mentioned in this quotation will be supplied by the supplier at SMVDU Stores at Kakryal, Katra-182320 (J&K).
8. Rates offered must be for no. of Answer Sheets.
9. Documents in support of valid GST and PAN Number also need to be enclosed with the quotation.
10. SMVDU reserves the right to increase the quantity mentioned in this NIQ or to split this quotation and place order on one or more suppliers/ bidders; as well as, the right to reject partly or completely, the quotations without assigning any reasons thereof.
11. The quotation should be complete in all respects.
12. The payment will be released after the receipt of all and complete material/equipment with complete accessories in good working condition and its inspection by a duly constituted Inspection Committee.
13. Material shall be guaranteed for the minimum period of 01 / 02 / 03 [strike off whichever is not applicable] years for the quality of material supplied by the firm from the date of delivery.
14. Quotation received after DUE DATE & TIME will not be considered. SMVDU shall not be responsible for delays in postal transit.
15. All taxes / duties should be clearly mentioned in the Quotation.
16. PACKING: The equipments shall be packed suitably for dispatch directly to SMVDU at Suppliers expenses and supplier shall be responsible for any damage during transit.
17. JURISDICTIONS FOR DISPUTES: In all disputes, the decision of the Registrar, SMVDU, shall be final, conclusive and binding on the supplier. All disputes shall be subject to the jurisdiction of the courts in the District, Jammu.

The NIQ shall be available on the University Website: www.smvdu.ac.in For any query, contact Purchase Section, SMVDU at the following email id: exam@smvdu.ac.in / ar.exam@smvdu.ac.in.

Signatures:.....

Registrar, SMVDU

2 Dated: 27-08-2024.....

[To be provided on Firm/Company Letter Head]

Schedule of Quantities

Name of the Job: Printing & Supply of 30000 nos. of Mid Semester Answer Sheet for the Examination Wing at SMVDU

Ref: NIQ Number:..... **Date:**

S. No.	Details of the Item	Quantity	Rate per item	Amount (in Rs.)	GST Rate	GST Amount (in Rs.)	Total Amount inclusive of GST (in Rs.)
	Less: Discount if any						
	Add: Delivery Charges if any						
	Net Amount to be paid in Rs.						
	Deliver Period						

Additional Terms and Conditions [if any]:

.....

Bank details for RTGS Transfer

Name of the Account:

Account No.:

Account Type:

Bank Name:

Branch name and Address:

IFSC Code:

Signature & Stamp of the Supplier