

CENTRAL UNIVERSITY OF RAJASTHAN

(A Central University by an Act of Parliament)

NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh-305817, Dist. Ajmer



Tender Notice & Documents for Printing of Examinations Booklet/

परीक्षा पुस्तिका की छपाई सम्बन्धित
निविदा सूचना एवं दस्तावेज



CENTRAL UNIVERSITY OF RAJASTHAN

NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh, Dist. Ajmer

RefNo. : CURAJ/S&P/Tender/2017-18

Date : 28/06/2017

परीक्षा पुस्तिका की छपाई सम्बन्धित निविदा सूचना




राजस्थान केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF RAJASTHAN
राष्ट्रीय राजमार्ग सं. 8, बांदरसिंदरी, किशनगढ़, जिला अजमेर-305817
Tel: 01463-238755 Website www.curaj.ac.in

CURAJ/R/F.90 /2017-18/1305 Date:- 28/06/2017

TENDER NOTICE

Sealed quotations are invited from the bidders for the Printing of Examination Booklet of the University with 58 GSM paper. Quotation completed in all respects should reach the undersigned on or before 10th July, 2017 (Monday) upto 3.00 PM which will be opened on the same day at 4.00 PM in the presences of bidders. For further details, please visit our website www.curaj.ac.in and cpp portal i.e. <http://eprocure.gov.in>

Registrar



राजस्थान केन्द्रीय विश्वविद्यालय
राष्ट्रीय राजमार्ग सं. 8, बांदरसिंदरी, किशनगढ़, जिला अजमेर-305817
दुरभाषा :01463 238753 Website www.curaj.ac.in

सी.यू.आर.ए.जे./आर./एफ.90/2017-18/1305 दिनांक 28.06.2017

निविदा सूचना

राजस्थान केन्द्रीय विश्वविद्यालय में परीक्षा पुस्तिका की छपाई के लिये 58 जीएसएम पेपर के साथ आपूर्ति के लिये, अधिकृत विक्रेताओं/फर्मों से सील बंद लिफाफों में निविदायें (तकनीकी और वित्तीय) अधोहस्ताक्षरकर्ता के कार्यालय में दिनांक 10 जुलाई, 2017 (सोमवार), को अपराह्न 03.00 बजे तक भेज सकते हैं। प्राप्त निविदायें उसी दिन अपराह्न 4.00 बजे निविदाकर्ताओं की उपस्थिति में खोली जायेंगी। निविदा सूचना एवं विस्तृत जानकारी विश्वविद्यालय वेबसाइट www.curaj.ac.in एवं cpp portal <http://eprocure.gov.in> पर उपलब्ध है।

कुलसचिव



CENTRAL UNIVERSITY OF RAJASTHAN

NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh, Dist. Ajmer

Date: 28/06/2017

Tender Enquiry

Tender for Printing and supply of Examinations Booklet

Sealed tenders are invited from the respective firms/service providers/firms etc. for the Printing & supply of Examination Booklet Orient with 58 GSM orient Paper, as per, "Annexure A" and Financial Bid thereto with the following Details:-

1. Cost of Tender Form: Rs. 500/- (Rupees Five Hundred only) (Non – refundable)
2. Last Date of submitting Tender Form : **10/07/2017 (Monday)** up to 3.00 PM
3. Tender will be opened on **10/07/2017 (Monday)**, at 4.00 P.M.
4. Amount of E.M.D: @ 8,600/- (Eight thousand six hundred only)
5. Mode of EMD and Tender fee: Bidder should send separate D.D. for Tender fee (non-refundable) and EMD (Refundable) in favour of Central University of Rajasthan, payable at Kishangarh.

Important Note for the Bidder: The sealed bid envelop should be superscribed at the top of envelop as "Printing of Examination Booklet". The tender document should be sent to:

The Registrar
Central University of Rajasthan
NH-8 Jaipur-Ajmer, Bandarsindri
Kishangarh-305817, Dist. Ajmer (Raj).

CENTRAL UNIVERSITY OF RAJASTHAN (To Be Filled By the Vendor/ Bidder)

1. Name of the quoted item(s) : _____
2. Name of the Vendor/Firm : _____
3. Full Address of the Vendor/Firm : _____
4. Telephone/ Mobile No/email. : _____
5. Fax. No. (If any) : _____
6. Details of the D.D. -
 - a. For **Tender Fee**
(Non refundable) : D.D. No. _____ dated _____ drawn from
the bank _____
 - b. for **E.M.D Amount**
(Refundable without interest) : D.D. No. _____ dated _____ drawn from
the bank _____

Signature of Vendor

General Terms And Conditions

1. Tenders shall be submitted in 2 different parts. Part A (Technical Bid) and Part B (Commercial/ Finance bid) The Envelope of Technical bid as per annexure A and Financial bid as per annexure 'B' should be kept in separate envelope. Technical Bid part A should contain all technical document alongwith tender fee & EMD. Both envelope Part A & Part B than be kept in a Big envelope.
2. Sealed quotations for printing & supply of goods at Central University of Rajasthan, Bandarsindri, Kishangarh, Ajmer should be submitted by **10/07/2017 (Monday)**, up to 3.00 PM.
At Central University of Rajasthan, Bandarsindri, Kishangarh, Distt. Ajmer. (Raj) 305817.
3. The technical bid will be open on **10/07/2017 (Monday)**, at 4.00 PM for eligibility technical evaluation, bids should provide
 - (i) Copy of firms Pan Card
 - (ii) VAT/Service Tax certificate
 - (iii) Having minimum of 02 year experience in printing work.

Financial bid will be opened for only those bidders who are declared qualified in technical evaluation.

4. The cover containing quotations must be marked "QUOTATION FOR PRINTING OF EXAMINATION BOOKLET" DUE on **10/07/2017 (Monday)**, up to 3.00 PM
5. The rates quoted should be FOR CURAJ Bandarsindri, KISHANGARH, and free delivery at University stores. Taxes and duties should be quoted separately, but should be included in gross price.
6. Losses or damages in transit will be to the account of the supplier. The supplier may if he/she so desires get the goods insured and include such charges in the tendered rate.
7. Quantity mentioned is tentative and may be increase or decrease as per requirement of the University and University can send the purchase order on repeat order basis if performance/supply made are found in order.
8. Forfeiture of Earnest Money: Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the period of validity of the tender. Earnest Money would be refund to the un-success full bidders within 30 days after placing the work order to successful bidder.
9. Performance Security equivalent to 5% of the ordered value will have to be furnished by supplier within 10 days of the award of contract. Performance Security may be furnished in the form of an Account payee Demand Draft /FDR from a Scheduled bank in an acceptable form, safeguarding the university's interest in all respects.
10. The undersigned is not bound to accept the lowest tender and may reject any tender or any part thereof without assigning any reason.
11. All the columns of the "Annexure B" attached should be properly filled. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The tender should be signed by the authorized signatory of the firm.
12. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Authorisation, Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted alongwith the quotation. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes.
13. The University reserves the right to verify/seek confirmation of all original documentary evidence submitted by the vender's in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect the tender will be rejected.
14. Delivery of the items is to be completed within 15 days from the date of confirmed purchase order. If

delivery does not happen within 15 days, university reserve right to cancel the PO & will forfeit EMD as well as performance security.

15. Last date for submission of tender will be consider the next working day if due to any reason the date of tender is declared as closed holiday for whatsoever reason.
16. Contact Person: Mr. Vinod Choudhary, LDC, Examination Office, Phone No. 01463-238753.
17. Printing will have to be done as per specimen sample provided by the University.
18. The contract/work orders will be initially valid for one year and it can be extended further for one year with the mutual consent of both the parties.



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Annexure "A"

Technical Bidding Format

(To be enclosed in separate sealed cover)

Name and address of the bidder : _____

Note : All the following details shall relate to the printer for the items quoted for.

1. Contact Details of Bidder :

a. Full postal address : _____

b. Full address of the premises: _____

c. Telephone number : _____

d. Fax number : _____

e. Email I.D. : _____

2. VAT/Service Tax/PAN Numbers with copies of registration certificates.

3. Total annual turn-over (value in Rupees) of last three years. Certified copies of Balance Sheet/Profit & Loss Account to be enclosed.

4. Details of Tender Fee & Earnest Money Deposit : _____

5. Similar job work undertaken in the past three years and samples thereof.

S. No	Customer	Quantity supplied	Year

6. Size of paper :

Width 22cm.

Length 27 cm

7. Quality of paper : 58 GSM (Please attached ruled sheet of specimen)

Signature and seal of the bidder



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Annexure "B"

Financial Bidding Format

(To be enclosed in separate sealed cover)

S. No	Items	Qty.	Pages per Unit	Cost per unit	Total Amount	Any other	Total
01.	Examination Booklet Width 22cm. Length 27 cm Quality of paper : 58 GSM	36,000	32 pages				
02.	Examination Booklet Width 22cm. Length 27 cm Quality of paper : 58 GSM	1,06,000	12 pages				

Signature and seal of the bidder

FORMAT OF BANK GUARANTEE FORM

This guarantee should be furnished by a Nationalized Bank / Scheduled Bank, authorized by RBI to issue a Bank Guarantee.

This bank guarantee should be furnished on stamp paper of Rs. 100/-

The stamp paper should have been purchased in the Name of the Bank executing the Guarantee.

In the case of foreign bidder the B.G may be furnished by an international reputed bank acceptable to the PURCHASER countersigned by any Nationalized / Scheduled Bank in India authorized by Reserve Bank of India.

Bank Guarantee No:

DATE:

PERFORMANCE BANK GUARANTEE

WHEREAS M/s, having its registered office at hereinafter called the Distributor in India for
herein after called "The supplier" for the supply of, in consideration of the Central University of Rajasthan, Department of, School ofCentral University of Rajasthan, , Kishangarh (hereinafter called "CURAJ") P.O. No. CURAJ / dt. placed an order for the due fulfillment by the said supplier of the terms and conditions in the purchase order, on production of a Bank Guarantee for Rs..... (Rupees only). We Bank, (Rein after referred to as "the Bank") at the request of supplier do hereby undertake to pay to the CURAJ an amount on exceeding to Rs..... (Rupees..... only).

2. WeBank do hereby undertake to pay CURAJ, the amounts due and payable under this guarantee without any demur, merely on a demand from CURAJ stating that the amount claimed is required to meet the recoveries due or likely to be due from the said supplier. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding to Rs.....(Rupees only)

3. We undertake to pay to the CURAJ any money so demanded notwithstanding any dispute or disputes raised by the supplier in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid and discharge of our liability for payment there under and the Supplier shall have no claim against us for making such payment.

4. We theBank further agree that the guarantee herein contained shall remain in full force and affect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the CURAJ under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Registrar on behalf of the CURAJ certified that the terms and conditions of the said Agreement have been fully and properly carried out by the said and accordingly discharges this guarantee.

5. We, the Bank further agreed that the CURAJ shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Purchase Order or to extend the time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the CURAJ against the said supplier and to forbear or enforce any of the Terms and Conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier or for any forbearance act or omission on the part of the CURAJ or any indulgence by the CURAJ to the said supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

6. This guarantee will not be discharged due to change in the constitution of the bank or the supplier.

7. We, the Bank lastly undertakes not to revoke this guarantee except with the previous consent of the CURAJ in writing.

8. This guarantee shall be valid upto unless extended on demand by CURAJ. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs...../- (Rupees only).

Notwithstanding anything contained herein

1. Our liability under this bank guarantee shall not exceed Rs...../- (Rupees only)

2. Bank guarantee shall be valid upto

3. We are liable to pay the guaranteed amount or part thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before

Dated:

Signature & Seal of the Bank

Note: The above format contains specific clauses and expressions. These clauses and expressions can vary depending upon the nature / type of agreement and situation. Basic aspect to be kept in mind is that interest of CURAJ is fully protected.