

NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119

No. NITK/Exam/01/1287

Dated: 13/03/18

M/s Institute website

Sub: INVITATION OF QUOTATIONS FOR PRINTING AND SUPPLY OF ANSWER SHEET, SESSIONAL SHEET AND XEROX PAPER A4 SIZE.

1. You are invited to submit your most competitive quotation for the following goods:

Sr.No.	Brief Description & Specifications of Goods	Quantity
1.	As per list attached (Detailed Specifications are attached)	As per list attached

2. Necessary literature of the goods may please be sent to facilitate to take decision.
3. Payment will be made Online through RTGS/NEFT within 30 days after receipt of material in good condition and according to specifications. The Bank detail for making online payment may be indicated in the quotation.
4. The supplier shall deposit Earnest Money alongwith the Quotation amounting to Rs. 25000 /- in shape of Accounts Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any commercial Bank in favour of the Director, National Institute of Technology, Kurukshetra. The Quotations without Earnest Money shall be rejected, the EMD will remain valid for a period of 45 days beyond the final validity period of quotation.
5. Performance Security @ 05% of the total value of the equipment may be furnished in shape of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any Commercial Bank in favour of the Director, NIT Kurukshetra valid upto 60 days after the date of completion of warranty .
6. The items must be supplied within delivery period or delivery period extended by the Institute on the request of the supplier on genuine grounds otherwise the penalty for delayed period @ 0.5% of the amount shall be charged for every week or part thereof and the maximum 10%..
7. The goods are not required exclusively for Research Purpose. The Duties are payable by the Institute.*
8. The quotation should remain valid for a period not less than 60 days from the date of submission.
9. The firm must have got GST No. printing on their quotation
10. The right of accepting or rejecting any quotation and to cancel the bidding process and reject all quotations without assigning any reason is reserved with the Institute.
11. The due date for receipt of quotation is 02.04.2018 and will be opened on next working day. Please quote on the top of the envelope our Ref. No. and due date of opening.

Suman
13/3/2018
Prof-Incharge (Stores)

Specifications in detail of the following items:

<p>Specifications of Secrecy Answer Sheets of 40 pages duly printed NITK & serial number from 001 to 1,00,000 on front page and to be punched of NITK on the top of each sheet : (Sample attached)</p> <ul style="list-style-type: none"> i) Cream wave paper of best quality ii) 8.75x10.75 inch in size iii) 60 gsm weight of paper iv) Thread stitching of every sheet v) Packing of 250 sheets in a plastic bag <p>NOTE: (i) Proof reading be submit within a week from the date of purchase Order & acceptance report will be given on the same day .</p> <p>(ii) Complete Delivery within 60 days from the day of our acceptance Report.</p> <p>(iii) Part delivery as well as part payment is acceptable not more than 02 times.</p> <p>In first lot, 30,000 answer sheets of 40 pages are urgently required up to 26/4/2018 i.e. Thursday</p>	<p>1,00,000 sheet</p>
<p>Specifications of Sessional Test Sheets of 08 pages duly printed NITK & serial number from 001 to 2,00,000 on front page and to be punched of NITK on the top of each sheet : (Sample attached)</p> <ul style="list-style-type: none"> i) Cream wave paper of best quality ii) 8.75x10.75 inch in size iii) 60 gsm weight of paper iv) Two stitches on every sheet v) Packing of 1000 sheets in a plastic bag vi) The quality of the paper should be same as per the quality of 40 pages 	<p>2,00,000 sheet</p>
<p>Xerox paper A 4 size power built 75 GSM in new packing (fresh paper)</p>	<p>250 Ream</p>

Ranjit