



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ENGG/F/STANRY/2016/Pt-I/ 330

Date: 15-02-2021

NOTICE INVITING QUOTATIONS

This notice invites quotations affixed with non-refundable Court fee stamps of Rs. 8.25 for selection of vendors for printing and supply of journal to National Law University and Judicial Academy, Assam, for the financial year **2021-22** from **01-04-2021** to **31-03-2022**. The same will be received at the office of the Registrar, NLUJAA during office hours up to **05:00 PM** on or before **27-02-2021**. Quotation opening date and time will be notified in the University website www.nluassam.ac.in. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations. Tenderers are advised to view the website regularly for updates.

SPECIFICATION OF JOURNAL

Sl. No.	Item	Size	Qty.
1	Offset printing and supply of journal	<p>Size: Closed size 6.5" x 9.5" (Open Size: 13" x 9.5")</p> <p>Inner pages No. of Pages: Please see the price bid form Colour: single colour Paper: 80 gsm Natural Shade Maplitho</p> <p>Cover Page (Multicolor) No. of Pages: 4 pages Size: 6.5" x 9.5" Paper: 300 gsm Art Card</p> <p>Post Press & Finishing Lamination: One side matt lamination Binding: Section Sewing and Perfect Binding</p>	Details please be seen in the price bid form at ANNEXURE-I

Terms and Conditions:

1. The rates should be quoted as shown against the items/articles and should be inclusive of GST/taxes applicable at any point of time.
2. The sealed envelope should bear the following 'superscription' on the top:
"The Registrar, National Law University and Judicial Academy, Assam".
3. The Quotationer/Tenderer will have to deposit Earnest money of **Rs. 5000/-** in the form of Demand Draft in favour of Registrar, National Law University and Judicial Academy, Assam.
4. The Quotationer/Tenderer, to whom work will be allotted, will have to execute a bond/undertaking as per rules.
5. Prospective bidders should have their registered office at Kamrup/Kamrup (Metro).
6. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
7. Any deviation of terms and conditions shall invite cancellation of Quotation/Tender/Bills etc. and forfeiture of security deposit.
8. Each Firm must have GST registration, Trade License, Income Tax Clearance certificate, PAN Card. A copy of the same must be submitted along with the Quotation/Tender.
9. Bills must be submitted within 07 (seven) days of work completion, along with work order for payment.
10. The work may be allotted to one or many vendors depending upon the urgency of the work, time factor, quality of work and past records of the firms is delivering consigned works within due time.

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11. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred from any work with the University.
12. The Contract may be cancelled at any time if the quality of supplied materials is not as per standard or the order is not supplied on time. In such cases the security deposit will be forfeited.
13. Past records of the firms/suppliers/contractors will be duly considered while awarding the work.
14. Screening procedure may factor in other conditions deemed to be just, fit and proper at that point of time.



Registrar

Memo No: **NLUJAA/ENGG/F/STANRY/2016/Pt-I/ 331-334**

Date: 15-02-2021

Copy to:

1. P.S. to VC I/C for kind appraisal of the Hon'ble Vice-Chancellor I/C.
2. System Administrator, NLUJAA with a request to upload in the University website.
2. Notice Board
3. Office File



Registrar

**PRICE BID FORM FOR SUPPLY AND PRINTING OF
UNIVERSITY JOURNAL**

Name of the Firm (in capital letter) :

SN	Description	Journal Qty.	Inner Page Qty.	Total amount in Rs. Including of all Taxes/GST etc.
1.	SUPPLY AND PRINTING OF JOURNAL Size: Closed size 6.5" x 9.5" (Open Size: 13" x 9.5") <u>Inner pages</u> Colour: Single colour Paper: 80 gsm Natural Shade Maplitho <u>Cover Page (Multicolor)</u> No. of Pages: 4 pages Size: 6.5" x 9.5" Paper: 300 gsm Art Card <u>Post Press & Finishing</u> Lamination: One side matt lamination Binding: Section Sewing and Perfect Binding	300 copies	150 pages	
		500 copies		
		300 copies	200 pages	
		500 copies		
		300 copies	250 pages	
		500 copies		
		300 copies	300 pages	
		500 copies		
		300 copies	350 pages	
		500 copies		
		300 copies	400 pages	
		500 copies		
		300 copies	450 pages	
		500 copies		
		300 copies	500 pages	
		500 copies		
		300 copies	550 pages	
		500 copies		
		300 copies	600 pages	
		500 copies		

(Signature of the vendor)

Name:

Designation with Seal of the Firm