



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ENGG/F/STANRY/2016/Pt-I/1236

Date: 08-10-2020

NOTICE INVITING QUOTATIONS

Sealed quotations affixed with non-refundable Court fee stamps of Rs. 8.25 (Rupees Eight and Twenty Five paise) only are hereby invited from reputed Firms/individuals for printing of Journal for National Law University and Judicial Academy, Assam, during the remaining period of the current financial year 2020-21 as per the terms & conditions given below which will be received at the office of the Registrar, NLUJAA during office hours up to **1:00 PM** on or before **21-10-2020** and will be opened on the same day at **2:30 PM**. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations.

SPECIFICATION OF JOURNAL

Sl. No.	Item	Size	Qty.
1	Offset printing and supply of the 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 favouring 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. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
6. Any deviation of terms and conditions shall invite cancellation of Quotation/Tender/Bills etc. and forfeiture of security deposit.
7. 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.
8. Bills must be submitted within 07 (seven) days of work completion along with work order for payment.
9. The work may be allotted to one or many vendors depending upon the urgency of the work, time factor, quality of works and past records of the firms for doing the works in due time.

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10. In case there is no approved rate of any item, the supplier has to supply the same at reasonable prices but not more than the Maximum Retail Price/market price whichever is less.
11. If the lowest quoted rate is higher than the MRP/Market Price then payment will be made as per the MRP/Market Price.
12. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred for any work with the University.
13. 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.
14. Past records of the firms/suppliers/contractors will be duly considered while awarding the work.
15. 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/1237-1242

Date: 08-10-2020

Copy to:

1. P.S. to VC I/C for kind appraisal of the Hon'ble Vice-Chancellor I/C.
2. DIPRO, Kamrup for information and necessary publicity through FLS and newspaper.
3. System Administrator, NLUJAA with a request to upload in the University website.
4. Notice Board
5. Office File
6. Guard 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") Inner pages Colour: Single colour Paper: 80 gsm Natural Shade Maplitho Cover Page (Multicolor) No. of Pages: 4 pages Size: 6.5" x 9.5" Paper: 300 gsm Art Card Post Press & Finishing 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	500 pages	
		500 copies		
		300 copies	600 pages	
		500 copies		

(Signature of the vendor)

Name:

Designation with Seal of the Firm