



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUA/ENGG/F/STANRY/2015/Pt.-I /944

Date: 10-09-2021

SHORT NOTICE INVITING QUOTATIONS

This short notice invites quotations, affixed with non-refundable Court Fee Stamp of Rs. 8.25, for supply and printing of the following item for National Law University and Judicial Academy, Assam. The same will be received at the office of the Registrar, NLUJA, Assam during office hours up to **02:00 PM** on or before **17-09-2021**. Tender box will be opened on the same day at **02:30 PM**. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations.

Sl. No.	Item Description	Qty.	Total Amount Including GST
1	Supply and Printing of CL Card Size: A4, Paper: 250 GSM (Art paper)	500 sheets	
2	Supply and Printing of Customized Envelop Size: 10 x 4.5 inch Paper: 120 GSM (White)	2000 nos.	
3	Printing of ID card strip	1000 nos.	

Terms and Conditions:

1. Sample/Design of CL card and Envelope need to collect from the University after receiving of supply order/work order.
2. ID card strip and design will be provide by the University.
3. The rates should be quoted as shown against the item and should be inclusive of GST/taxes applicable at any point of time.
4. The sealed envelope should bear the following 'superscription' on the top:
"The Registrar, National Law University and Judicial Academy, Assam".
5. The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof.
6. 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.
7. Bills must be submitted within 07 (seven) days of supply, along with work order for payment.
8. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred from working with the University.
9. Past record of the firms/suppliers/contractors will be duly considered while awarding the work.
10. Screening procedure may factor in other conditions deemed to be just, fit and proper at that point of time.

for Registrar
Date: 10-09-2021

Memo No: NLUA/ENGG/F/STANRY/2015/Pt.-I/945-948

Copy to:

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

for Registrar