

Tender for Printing of Annual report

NIT Jamshedpur invites sealed quotation from eligible and reputed printers for printing of Annual Report of the Institute for the year 2014-15. Eighty copies of Annual Report in English and Hindi each will be printed. The text matter may run up 130 pages (colour and black & white). The tender document with detailed specification can be downloaded from Institute website, www.nitjsr.ac.in or can be obtained from the office of Dean (Academic) during office hours.

The last date of submission of quotation completed in all respect is 08.02.2016 by 4:30 PM.

REGISTRAR (I/c)

TENDER ENQUIRY FORM

NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR-831014

Enquiry No. NITJSR/Acad/REG/CD/2015-16/2022

Dated: 22.01.2016

Last date for submission	Time and date for opening
08.02.2016 by 04:30 PM	09.02.2016 by 11:00 AM

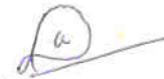
To
M/s

Dear Sir,


We intend to print the Annual Report for the year 2014-15 specified below and invite quotations in accordance with the term and conditions detailed below. If you are interested, kindly send your offer in precise and complete terms within the period mentioned above

Item No.	Description	Unit	Rate in rupees
1	<p>The cover page shall be on 300 gsm papers with lamination and paper for text material shall be 80 gsm glossy white papers. The cover shall be printed in 4 colours. There will be about 20 photographs in all in 4 colours, which will be laid out in back, front and inside the report.</p> <p>The text matter may run-up to 130 pages (65 Sheet) of A-4 size and shall be printed in two colours with headings in one colour and text in another colour (Preferably black).</p> <p>We need 80 copies of the printed book in Hindi and English each. You will be supplied with text materials in soft and hard copy format in English and Hindi version only. You have to do the cover layout and internal layout yourself.</p>	80 (Hindi) 80 (English)	

Yours faithfully,



Chairman
Institute Publication Cell
N.IT. Jamshedpur.

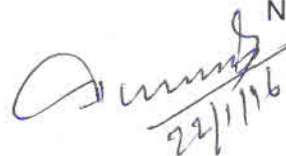

22/1/16

TERMS & CONDITION FOR SUBMISSION OF QUOTATION FOR SUPPLY OF STORES ORDERED.

- 1.[a] **Rate:** the rate quoted shall be on F.O.R. NIT Jamshedpur.
- [b] **Excise Duty & Sales Tax:** Rates inclusive of Excise Duty and Sales Tax will be preferred. However, where quoted separately, the advalorem rate payable should be clearly cited in accordance with provision of the relevant Act & Rules.
- 2.[a] **Consignee:** All stores are required to be consigned to the Registrar, NIT Jamshedpur-831014, Jharkhand.
- [b] **Disposal of Dispatch Documents:** The relevant bill and priced challan each in triplicate should be dispatched to the Dean (Academic), NIT Jamshedpur immediately on completion of dispatch.
3. **Delivery period:** the stores are required to be delivered/dispatched within 15(fifteen) days from the date of the receipt of order.
4. **Quality & Specification of Stores:** The stores offered should be of the best quality unless and otherwise specified confirming strictly to the specification cited. The institute reserves the right to reject such stores as are found acceptable on these grounds.
5. **Liquidated Damages:** If a firm accepts and fails to execute the order in full or part, as per terms and conditions stipulated therein, it will be open to this institute to recover liquidated damages from the firm at the rate of 1% of the value of the undelivered stores per month or part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to this Institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm which accepted and the on failed to agree upon.
6. **Submission of Quotation:** All quotation must be forwarded in sealed cover addressed to the Dean (Academic)- cum-Chairman, Institute Publication Cell, NIT Jamshedpur – 831014, so as to reach within the specified period. The reference to the enquiry number and the last date for submission must clearly be superscribed on the sealed envelope.
7. **Period of Validity:** A quotation shall remain valid for acceptance at least for a period of 45 (forty five) days from the date of opening.
8. **Income & Sales Tax Clearance:** In case an intending supplier has not finished to this Institute before with its Income & Sales Tax Clearance Certificate (up-to date), may furnished it with the present quotation.
9. **Payment:** Payment will be made by a crossed account payee cheque on the SBI, NIT Jamshedpur normally within 45 (forty five) days from the date of opening.
10. **Rejection of Offers:** The Institute reserves the right to ignore or reject any offer including the lowest assigning any reason.


Chairman

Institute Publication Cell
NIT, Jamshedpur.


22/1/16