



Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY
G T Road By Pass, Jalandhar-144011, Punjab (India)

Tel: 0181-2690301-2690453 PBX Fax: 2690320 website www.nitj.ac.in

Ref. No: NITJ/Pur-II/64/16

Date: / /2016

NOTICE INVITING QUOTATION

Sealed quotations are invited on behalf of Director, NIT, Jalandhar for Purchase and Printing of Answer Sheets (6 pages with additional graph paper)-50,000 nos.(from sr. no. 1,20,001- 1,70,000) required by Examination Cell.

Please send your offers super scribing

(i) “Quotation for Purchase and Printing of Answer Sheets (6 pages with additional graph paper)-50,000

Reference of this letter/ NIQ No.NITJ/Pur-II/64/16 Date

(ii) Opening date of quotation on the cover of the envelope.

Last date of receipt of quotation	19.08.2016 at 3:00pm
Opening of quotation	19.08.2016 at 3:30pm

Quotations should reach at following address before the last date of receipt and time.

Kind Attention: Purchase Section,

Director

Dr. B.R. Ambedkar National Institute of Technology, Jalandhar

GT Road, By Pass, Jalandhar-144001

The quotations will be opened by the committee duly constituted for the purpose on due date and time in the presence of the quotees, whom so ever may wish to be present.

1. All the quotations/enquiries should be addressed to the Director, Dr B R Ambedkar National Institute of Technology, Jalandhar.
2. In case of non –compliance of instructions and all the terms & conditions, the offer will not be considered.
3. The institute being an Educational Institution, a special rebate/discount may be allowed.
4. Quotations without ST/CST number will be invalid.

(Download Detailed Terms & Conditions, Specification of above answer sheets as per Annexure-I &II from institute's website www.nitj.ac.in)



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IMPORTANT NOTE

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1. With Due Date and Time on the cover of envelope. The Quotations received late, will not be considered.
2. All corrigenda, addenda, amendments and clarifications to Notice Inviting Quotation will be hosted in the website www.nitj.ac.in, Quotee shall keep themselves updated with all such developments.
3. In case the last date of receipt/ opening of Quotation falls on holiday, the bids shall be opened on the following working day at same time.
4. The Quotation should be neatly typed. Any deviation in the offer shall lead to rejection.
5. Quotation(s) received beyond last date of offer submission will be rejected. No offer will be entertained by Email/FAX.
6. Supplier must mention Full address with Telephone No., Fax No. & E mail on their envelop also.



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Annexure-I

**FOLLOWING TERMS AND CONDITIONS MAY BE CAREFULLY STUDIED BEFORE
SUBMITTING QUOTATIONS**

1. Name, complete address of the bidder/Quotee with telephone No., Fax No. & Email.

2. Location of Head office with complete address, with telephone No. Fax No. and Email.

3. The quotation must be quoted duly typed on the letter heads of the supplier / manufacturer duly mentioned full address, VAT No./ PAN No./ TDS No. / TIN No. and must be in a sealed cover which should be superscribed Quotation for

_____ Quotation No. NITJ/Pur/ dt:_____ ”.

4. Telefax /E-mail and other incomplete offer will not be considered.

Read and Accepted

Signature of the Quotee
With Stamp



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5. All quotations will be deemed to be FOR NIT, Jalandhar unless otherwise specified and should include packing and forwarding charges.
6. All quotations will be valid for at least 60 days excluding the date of opening
7. Rate should be quoted in the Indian rupees only. Delivery period must be mentioned.
8. **Quotation received after the due date will not be considered unless the date is extended.**
9. In case the last date of receipt of quotation falls on holiday, the quotation shall be opened on the following working day.
10. Freight paid sample must reach this office before or at the latest by the due time and date of the opening of the quotations, if required.
11. It may be stated clearly whether the items quoted are available in stock. If not the minimum period of supply of goods be indicated.
12. **Percentage of taxes to be charged must be clearly stated.**
13. All containers will be deemed to be non-returnable, unless specifically stated in the quotations.
14. The approved samples will be sealed duly signed by the representative of the quote and kept in the office at the time of release of the order (where applicable)
15. Inspection of goods will be carried out by the consignee or the Inspection Committee at the destination and rejected goods will have to be removed within 10 days from the date of dispatch of advice from the indenting officer, failing which the quote shall be responsible for the loss.

Read and Accepted

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16. The rejected goods must be replaced within 15 days of the dispatch of advice by the indenting officer or a registered notice, failing which indenting officer will be entitled to make arrangements of its disposal without any further reference.
17. If there is any dispute/doubt, the decision of the Director, Dr. B. R. Ambedkar National Institute of Technology, Jalandhar shall be final.
18. All disputes are subject to Jalandhar Jurisdiction.
19. Certificate to the effect that the Price quoted by you will be lowest and is not more than the Price charged from other Educational Institutions/ R & D departments in India.
20. Copies of supply order at least of three users where you have already supplied above said Equipment/items/software be supplied.
21. The supplier who quote the equipment, must provide terms & conditions, upgrade policy and installation etc. and maximum discount can be allowed to the institute being an Educational Institution be supplied.
29. **100% payment will be released against physical delivery and inspection of the material Execution of the complete order of goods as per specification of the supply order and their installation and working.**
30. The quantity of material may vary as per requirement.
31. Penalty: The Director of the institute shall have the power to impose penalty upto 5% of the value of the order if the supply is not executed within the stipulated/extended period.

Read and Accepted

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Specification Of Answer Sheets 06 Pages (22cm x 28cm)

Serial No. _____

Dr. B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY JALANDHAR
Practical Answer Book (6 Pages)

1. Roll No. (In Figures)..... 2. Course Code..... 3. Course Title.....

4. Roll No. (In Words)..... 5. Group..... 6. Examination..... 7. Date.....

For Examiners only

Practical Report	Conduct of Experiment	Viva-Voce	Grand Total In Figures :	Grand Total In Words :

I/We certify that I/We have my-self/ourselves examined the candidate and the answer book.

Signature of Examiner(s) with Name _____

S. Arora



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