



CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur,
P.S- Tekari, District- Gaya (Bihar) PIN- 824 236

Limited Tender Enquiry (For University empanelled vendors/ firms only)

Subject: Printing and Supply of University Newsletter “CUSB Times”

To,

M/s. _____

Dear Sir/Madam,

Central University of South Bihar Gaya invites proposals for Gaya Campus for Printing and Supply of **University Newsletter “CUSB Times”** as per specification mentioned below (Annexure ‘A’) from the empanelled printers of the University. You are requested to kindly send the quotations/ proposals latest by **22/12/2017 till 4:00 PM** to the below mentioned address:

**To,
The Registrar
Central University of South Bihar
SH-7, Gaya- Panchanpur Road,
Village- Karhara, Post- Fatehpur,
P.S- Tekari, District- Gaya (Bihar)
PIN- 824 236**

Index for Tender Form

Sl. No.	Details	:	Deadline
1.	Tender Notice No.	:	CUSB/PSD/PRO/TENDER/15/2017-18, Date:09/12/2017
2.	Name of work	:	Printing and Supply of University Newsletter “CUSB Times”
3.	Earnest Money Deposit	:	₹ 5,00/-
4.	Start of submission of Bids	:	09/12/2017
5.	Last date and time for receipt of Bids	:	22/12/2017 by 4:00 PM
6.	Place of opening of Bids	:	CUSB Panchanpur, Gaya

Tender documents will be on single bid system and must be accompanied by the Bid Security Form/Earnest Money Deposit (Refundable). The Earnest Money Deposit is to be paid in the form of Bank Draft in favour of the Central University of South Bihar payable at Gaya.

Price Bid: The bidder has to quote the rate per copy. The rate quoted should be inclusive of all taxes, freight charges, scanning, composing, cutting, pressing, binding etc. **The printer would carry out the printing only after the approval of the sample copy by the University.** The University reserves the right to cancel the



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tender, if any false information is furnished or to award the tender to L-2 on L-1 rates if the successful Tenderer fails to execute the job as per the University's specification and time schedule.

Terms & Conditions

1. Enquiry will be sent by courier/ registered post/ speed post/ by hand (to be submitted in Tender Box) and will not be accepted after last date of submission.
2. The relevant papers in regards to eligibility criteria, EMD should be in sealed envelope. Bidders should clearly mentioned NIT reference on envelop **CUSB/PSD/PRO/TENDER/15/2017-18, Date: 09/12/2017. EMD should be in favour of "Central University of South Bihar" Payable at Gaya.**
3. The rate offered should be quoted **F.O.R CUSB Gaya Campus.**
4. In case of Ex-Godown terms the amount of packaging forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levels must be mentioned.
5. The delivery period should be within 1-2 weeks.
6. The firms are requested to give detailed description and specification together with detailed drawings and printed leaflets and literature of the articles quoted.
7. Quotation should have validity of at least 90 days from the date of opening.
8. The right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason is reserved.
9. The penalty @ 1% per week subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
10. Our standard payment terms & condition is 100% against delivery and successful installation and approval.
11. Unless otherwise stated delivery of goods at **CUSB Gaya Campus** as per conditions as specified in Purchase Order.
12. Copies of GST registration certificate of the firm, with the TIN number clearly indicated therein will have to accompany the quotation to be submitted.
13. The bid documents are not transferrable and the seal and signature of the authorised official of firms must appear on all the papers and envelops submitted.
14. The quotation should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
15. The quotations are liable to be rejected if the fore going conditions are not complied with.
16. Printed conditions of the firm, if any, will not be binding on us.
17. Late and delayed tender will not be considered.
18. All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Gaya, India only.
19. CUSB reserves the right to cancel the tender at any stage.
20. Compliance sheet about the specification asked must be enclosed with the proposal.
21. The bidders to submit the signed copy of tender document with the proposal.

Sd/-
Registrar



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Annexure - A

Specifications

1.	Number of copies	:	Approx.. 500
2.	Number of pages	:	28
3.	Size	:	8.5" x 11"
4.	Colour	:	Multi-colour
5.	Designing	:	Needs professional designing to be done by the publisher for an attractive look.
6.	Paper Quality	:	170 GSM Art Paper
7.	Binding	:	Centre Stich