

# Cotton College State University

College Hostel Road; Panbazar; Guwahati 781001

www.ccsu.ac.in

## Notice Inviting Quotations

NIQ NO. CCSU/2017/33, Dated May 08, 2017

Sealed quotations from Printers/ vendors are invited for printing of Cotton University Report and Journal-2017. The requirement of items are as follows:

Sl. No.	Description	Specification	Quantity
1	Cotton University Report and Journal-2017	100/ 150/ 200 pages, 4-Colour; Paper Type- 80gsm (Maplitho or similar); Cover Page- 300gsm (Board gloss); Size- 1/4 Crown;	1000 Copies (Quotation for additional quantity in a lot of 500 also to be submitted)

Last date of submission of sealed quotations to the undersigned is May 13, 2017 upto 11 AM, and the quotations will be opened on same day at 12 Noon. Sealed quotations in prescribed format along with all the supporting documents as per terms and conditions detailed in next pages are to be submitted during office hours in the CCSU office.

  
Registrar  
Registrar  
Cotton College State University  
Panbazar, Guwahati-781001, Assam

Memo No.: CCSU/S&P/2016/031/.....<sup>920-23</sup> Date: May 08, 2017

Copy for information to:

1. PS to Vice Chancellor, CCSU
2. Finance Officer, CCSU
3. System Manager, CCSU to upload this notice in the University website.
4. Office File

**Detail terms and conditions for participating in NIQ NO. CCSU/2017/33, Dated May 08, 2017**

1. Participating Printers/ Vendor must be with all relevant and applicable registrations and must provide the registration certificates.
2. Quotations must be submitted in sealed envelope and the NIQ Number and Title must be clearly indicated in all the envelopes.
3. The Quotation must be submitted in two envelope system: i. The Technical Bid with all relevant documents, testimonials etc. of the submissions, and ii. The Price Bid in the prescribed format.
4. Price bid will be considered only after qualifying in the technical bid evaluation.
5. All specifications are minimum, and the participating Printer/vendor must comply with these.
6. On the date of opening of quotation, representatives of the agencies may attend the Quotation Opening Meeting.
7. CCSU reserves the right to modify/cancel the requirements.
8. Non-Conformity of any of the terms and conditions will disqualify the agency and price bid will not be considered.
9. All terms and conditions will be as per Cotton College State University rules, regulations and decisions.
10. Party must have local office in Guwahati, (Copy of trade license reflecting office address in Guwahati must be submitted).
11. All applicable Govt. registration certificates including trade registration/ license, PAN, VAT registration certificates must be provided in the Technical Bid envelop.
12. Prices must be in the format given in next pages. Detail of Offered Items, Prices, VAT Rate, VAT amount, Total Amount to be put in the Detail Item List Sheet attached herewith:
13. Previous Credentials from the Organization where supply, printing of booklet etc have been provided or currently providing, in form of satisfactory service delivery must be provided.

  
Registrar  
Cotton College State University  
Panbazar, Guwahati-781001, Assam

**Format for submission of Price: Use printout of this sheet and put the prices in the blank spaces provided.**

Sl. No.	Description	Specification	Rate	Tax Amt.	Total with Tax per Unit	Qty.	Total	Additional per 500 copies
1	<b>Cotton University Report and Journal-2017</b>	<b>Option 1-</b> 100 pages, 4-Colour; Paper Type- 80gsm (Maplitho or similar); Cover Page- 300gsm (Board gloss); Size- 1/4 Crown;				1000		
		<b>Option 2-</b> 150 pages, 4-Colour; Paper Type- 80gsm (Maplitho or similar); Cover Page- 300gsm (Board gloss); Size- 1/4 Crown;				1000		
		<b>Option 3-</b> 200 pages, 4-Colour; Paper Type- 80gsm (Maplitho or similar); Cover Page- 300gsm (Board gloss); Size- 1/4 Crown;				1000		

Name of the Vendor:

Signature with Seal:

Date:

  
Registrar