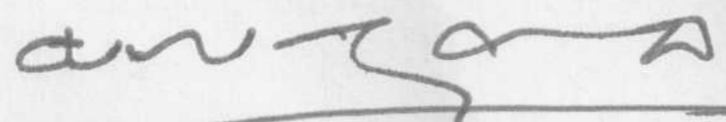


**KAKATIYA UNIVERSITY: WARANGAL
TENDER NOTICE**

No. 168 /PC&S/ KU/2019

Dated: 08-03-2019

Sealed tenders under two-bid system (Technical bid and Commercial bid) are invited from the registered printing firms for supply of best quality Office Printing Stationery items. Full details can be had from www.kakatiya.ac.in. Last date to reach sealed tenders is 16-03-2019 by 5.00 p. m to the Director, Publication Cell & Stores, KU Wgl.


DR. M. NARASIMHA RAO

DIRECTOR
Publication Cell & Stores
KAKATIYA UNIVERSITY

KAKATIYA UNIVERSITY
WARANGAL-TELANGANA -506 009
SHORT TENDER NOTICE
(for advertisement)

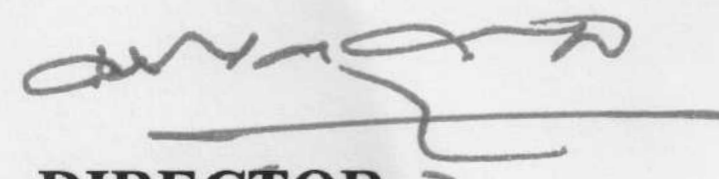
Tender No. 171 /PC & Stores/KU/Wgl/2019

Date: 8 03-2019

Sealed Tenders from the registered Printing firms under two-bid system (Technical & Commercial bid) are invited for the supply of Office Printing Stationery for 2019-2020 financial year.

Sl.No.	Description	Stationery items
1.	Office Printing Stationery for 2019-2020 financial year.	See Annexure-II Quote price for each item

Office Printing Stationery items list is available at the KU website and also @ the Office of the Director, Publication Cell & Stores, Kakatiya University, Warangal. Tender forms can be downloaded from Kakatiya University website www.kakatiya.ac.in. Downloaded and filled-in sealed Tender Forms, along with a D.D. for Rs. 1,000/- (Rupees One thousand only) drawn in favour of the Registrar, Income Account, KU, Warangal towards cost of tender form (non-refundable), should reach to the Director, Publication Cell & Stores, Kakatiya University, Warangal on or before 16-03-2019 by 5.00 p. m. The sealed covers received after due date will not be accepted.



DIRECTOR
Publication Cell & Stores

Note: Specification of Printing Stationery items are given in Annexure-II (COMMERICAL BID FORM)

**KAKATIYA UNIVERSITY
WARANGAL –TELANGANA STATE-506009**

Tender No. 75/PC & Stores/KU/2019

Dated: 08-03-2019

Subject: Tender Notification for the supply of Office Printing Stationery-Reg.

(I) Eligible Bidders/Suppliers are requested to submit their competitive bid in sealed covers under TWO BID SYSTEM (Technical bid & Commercial bid) for the items detailed in the Annexure-I & II by fulfilling all the terms and conditions .

1. Tender form cost : *Rs.1,000/- (Rupees One thousand Only)
(Non-Refundable)*
2. Closing date & time : *16-03-2019 (5.00 P.M.)*
(for receiving duly filled in Tenders) :
3. Submission of Tender : *Sealed Tenders under two - bid
systems(Technical bid and Commercial bid)
should be submitted superscribing there on
bidders name and Tender No. and name of
the item and must reach at the following
address before the bid closing time and date
i.e., 16-03-2019 by 5.00 p.m.*

*The Director
Publication Cell & Stores
Kakatiya University
Warangal-506 009 (T.S)*

4. Opening of Technical bid : *18-03-2019 at 3.00 p.m. at the Office of the
Controller of Examination , KU.*

(II) Technical Conditions:

1. Only registered firms with commercial tax Department and GST registration (GOI) certificate holders are permitted to quote against the requirements.
2. The firm should have Trade/business license issued by the department concerned.
3. The firms should have the requisite domain expertise with regard to supply of the items for proof previous supply orders may be enclosed.
4. All the firms should strictly stick to the quality & brand items.
5. Selected firm should submit bills with GST number printed..

6. In case of any deviation from the quality and supply of items, the EMD will not be refunded.
7. Selected firm should give an undertaking accepting the above conditions at the time of issuing final orders.
8. The University has the right to reject any tender without assigning any reasons thereof.

III GENERAL CONDITIONS:

1. Bid shall be submitted in two covers separately viz., Technical Bid Form (Annexure-I) & Commercial Bid Form (Annexure-II).
2. Technical Bid shall contain Documents such as (1) Cost of Tender form (2) EMD (3) Copies of Trade/Business license (4) GST/CST Registration Certificate (5) Detailed Profile of the firm (6) Copies of earlier supply orders.
3. Commercial Bid form shall contain only price details of items (including payment terms & conditions) to be filled in Tender schedule (Annexure-II) issued by the University.

IV. IMPORTANT NOTE:

- a) Technical Bid and Commercial Bid shall be placed in two separate sealed covers. After acceptance of Technical Bid, then only Commercial Bid will be opened. If any firm places Technical Bid and Commercial Bid in one cover or in a single folder or submits the Bids in any fashion other than the one prescribed by the University, they will be rejected. Bid selection will be based on technical evaluation of the firm, product and price and other conditions as the Committee decides..
- b) The firm shall enter into an agreement committing the supply of material in time.
- c) The rates once agreed are not negotiable throughout the entire period of the contract i.e., 2019-2020 financial year.
- d) Tenders received after the bid closing date/time shall not be considered.
- e) The tenders reach beyond the scheduled time will be summarily rejected.
- f) Late and delayed tenders shall not be accepted.
- g) Telex/Tele fax/E-Mail tenders shall not be accepted.
- h) No unsolicited correspondence shall be entertained.
- i) Earnest Money Deposit (EMD) Rs. 50,000/- in the form of D.D. drawn in favour of the Registrar, Kakatiya University, Warangal.

- J) Payment will be made only after successful fulfillment of order with assured Quality and on submission of bills with GST number printed.

(V). Liquidated Damages:

Timely completion of the job is the essence of the Contract. In case of failure to supply within the time specified in the Purchase Order, penalty @ 0.5% of the total value per week or part there of shall be levied upto two weeks from the date stipulated time in the purchase order. After this period, the purchase order will stand cancelled and the firms EMD will be forfeited and also they will be forbidden to participate in further bids issued by Kakatiya University.

Any Tender submitted contain incorrect statement and incomplete information will be rejected.

(VI) Arbitration:

All disputes or differences whatsoever arising between the parties relation to the contract shall be settled by arbitration in accordance with the rules of arbitration of Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties. The venue of arbitration shall be Hyderabad. The appointment of Arbitrator will be made by the Vice-Chancellor, Kakatiya University.

Date: 2/2/19


DIRECTOR

KAKATIYA UNIVERSITY
WARANGAL-TELANGANA STATE-506 009

Annexure-I

TECHNICAL BID FORM

Tender No. 172 /PC & Stores/KU/Warangal/2019

Dated 8-03-2019

1.	Name of the Firm	
2.	Firm-Address	
3.	correspondence Address	
4.	Name of the Proprietor	
5.	Telephone No. (s)	
6.	Year of Establishment	
7	Tender Form Cost (from Nationalized Bank Only) Bank Name, Amount, DD No.	:Rs.1,000/- (in the form of DD)
8.	EARNEST MONEY DEPOSIT FOR Office Printing Stationery items 2019-2020 financial year.(from Nationalized Banks Only)	
i)	D.D. Number	
ii)	D.D. Amount & Date	
iii)	Bank Name & Branch Name	
9.	GST/CST/Registration No.	
10.	PAN No./Income Tax A/c No.	
11.	Commercial Tax Dept. Registration Details	
12.	Trades/Business license details	
	I hereby declare that the above particulars mentioned are true to the best of my knowledge	

Date:

Signature
(By Authorized Person with Official Seal)

Note: Enclose documentary evidences for proof along with earlier supply order.

KAKATIYA UNIVERSITY
WARANGAL-TELANGANA STATE-506 009
Annexure-II

COMMERICAL BID FORM

Tender No/73/PC & Stores/KU/Warangal/2019

Dated 8- 03-2019

S.No	Description	Stationery items
1.	Office Printing Stationery items 2019-2020 financial year.	See Annexure- II Quote price for each item. The price include freight, forward and delivery charges etc
2.	Submit to the Director, Publication Cell & Stores, KU, Wgl.	

Date:

Signature
(By Authorized Person with Official Seal)

S.No.	Particulars	Approximately requirements per year	Quotation per leaf/ Register/ Pads quoted Rs.
1	Verification Slips 1/4th Demmy Size One Side Printing on Colour Maplitho Paper, Each Pad 100 Leaves B.Com / B.Sc.(B) / B.Sc.(M) / B.A / BBM	10000Nos	
2	Bundle Slips 1/4th Demmy Size One Side Printing on Colour Maplitho Paper, B.Com / B.Sc.(B) / B.Sc.(M) / B.A / BBM	10000 Nos	
3	Graph 1/4th Demmy Size 9.0 kg Paper One Side Printing (Red Colour or Green Coolour) Each Pad 100 Leaves.	500 Pads	
4	Different Types of Forms 1/4th Demmy Size One Side Printing on 9.0 kg Maplitho Paper, Each Pad Contains 100 Leaves Work Done Statement / Confidential Letter / Receipt	50 Pads	
5	Different Types of Forms 1/4th Roopkari Size One Side Printing on 9.9 Kg. Maplitho Paper, Each Pad Contains 100 Leaves	50 Pads	
6	Valuer Script Allotment Sheet Forms / Chief Examiner's Review Accout Forms / Bundle Number Forms / Report of Malpractice by Candidates At University Examinations / B - Challans / "Application Form for Registration to Annual / Suppl. B.Ed/M.Ed	10 Pads	
7	Different Types of Forms 1/4th Roopkari Size Two Side Printing on 9.9 Kg. Maplitho Paper, Each Pad Contains 100 Leaves Statement of Attendance / Paper Setting Bill Form - I / Application for Revaluation / Recounting / "Application for Transfer to Admission B.A/ B.Sc./B.Com & BCA Degree / TA & DA Bill Forms / Requisition Bill Forms / "Application for correction In Name" / Sitting Fee Bill Form / Application Form for Obtaining the Migration Certificate"	100 Pads	
8	(Form -3) 1/4th Roopkari Size on 9.9 Kg. Paper Two Side Printing 100 Nos. Original+ 100 Nos Duplicate	10 Books	
9	Question Paper Intake (Sealde Envelop) 1/4th Roopkari Size on 9.9 Kg. Paper two side Printing on 9.9 kg. Paper (1+1)100 Nos. Original+ 100Nos. Duplicate	10 Books	
10	Remuneration Bill Form Valuation 1/2 Roopkari Size on 9.9 kg Paper two side Printing . Each Pad Contains 100 Leaves	100 Pads	
11	Teaching Diaries 1/4th Roopkari Size Two Side Printing on 9.9 kg. Paper, 54 Pages and Title Card 10.4.kg one colour printing with binding charges	500 Books	
12	Memorandum of Marks BCJ 1/4 Roopkari Size, one side Printing on 12kg Ledger Paper with Ordinary Binding	10 Books	

S.No.	Particulars	Approximately requirements per year	Quotation per leaf/ Register/ Pads quoted Rs.
13	Migration Certificate Books 1/4th Roopkari Size One Side Printing on 12.0 kg Ledger Paper with Ordinary Binding.	100 Books	
14	Scrutinizers Report Forms 1/4 Crown size Two Side Printing on 13.2 kg Paper. Each Pad Contains 100 Leaves	100 Pads	
15	Award List 1/4th Crown Size on 13.2 Kg. Paper Two Side Printing. Each Pad Contains 100 Leaves	100 Pads	
16	Pay Bill of Teaching Staff and Officers of KU 1/2 Crown Size, Two Side Black Colour Printing On 13.2 kg Paper	100 Pads	
17	1/4th Roopkari Size 9.9kg Paper 200 Pages two side Numbering with Stiff Binding Cheque Issue Register / Stationery Issue Register / Advances Register / Movement Registers of Staff , etc.,	100 Registers	
18	1/4th Roopkari Size 9.9kg Paper 200 Pages One side Numbering with Stiff Binding with serial Numbring 1-200	10 Registers	
19	Progressive Expenditure of Contingent Bill Registers / Inward Registers / Outward Registers / (Register of the Acquittance Roll of the Office of Warangal)	100 Registers	
20	Token Registers 1/4 Roopkari Size, Two side Black Colour Printing on 9.9kg white paper with Cloth Binding S. No. 1-200 One side Numbering) "Cash Books Registers / Cash Book Registers /	50 Registers	
21	Stock Registers 1/2 Roopkari Size 12 Kg Ledger Paper two side printing with one side numbering and Leather Binding	30 Registers	
22	10 Nos. (Audit Registers of NGO Class IV Employees Pay & Allowance) 1/2 Crown Size 13.2kg Ledger Paper+Fly Leaves, Leather Binding (S.No. 1 to 50 One side Numbering) Leather Binding	10 Registers	
23	10 Nos. (Log Books) 1/6 Roopkari Size, Two side Black Colour Printing on 9.9kg Ledger paper with stiff Binding S. No. 1-200 One side Numbering)	10 Books	
24	10 Nos. (Audit Register of Teachers / Officers Pay & Allowances) 1/2 Roopkari Size, Two side Black Colour Printing+ Fly Leaves, on 13.2kg Ledger Paper with Lather Binding S. No. 1-50 One side Numbering)	10 Registers	
25	Pay Bill of TEACHING STAFF & OFFICERS 1/2 Crown Size, Two Side Black Colour Printing On 13.2 kg Paper Each Pad Contains 100 Leaves	100 Pads	
26	Pay Bill Registers of N.G.Os / Class IVth Employees 1/2 Crown Size, Two Side Black Colour Printing On 13.2 kg Paper Each Pad Contains 100 Leaves	100 Pads	
27	Counter Foils 15x5x12.5 Inches Exam Branch Covers, 100 gsm Craft Paper Two Side Printing	10000 Nos	

28	Bundle Slips 1/8th Demmy Size Tall one side Printing 1/4th Demmy Size 9.0 kg Paper. Each Pad Contains 100 Leaves	10 Pads	
29	Receipt Books Sealed Packets (100+100) Original Copy Pink Paper & Duplicate Copy White Paper with numbering and ordinary binding 1/4th Demmy Size	100 Books	
30	Absentee Statement (1+2) 1/8th Demmy Size one side printing 100+100+100 Leaves (Pads)	50 Books	
31	Form - D (50+50+50) Original +Duplicate+Triplicate 1/8th Roopkari Size One Side Printing (Pads)	10 Books	
32	Form - D (50+50+50) Original +Duplicate+Triplicate 1/8th Roopkari Size One Side Printing with Ordinary Binding	10 Books	
33	Key Box Registers 1/4th Roopkari Size 24 Pages Black Colour Printing On 10.4 Kg Maplitho Paper with Stiff Binding	10 Books	
34	Income Tax Returns 1/4th Roopkari Size 6 pages Black colour printing On 9.9 kg Paper	1000 Nos	
35	Certificate Regular Post Covers (Not to be Fold) Convocation Certificate Multicolour Printing On 300 GSM Cyber Excel Board	10000 Nos	