



Mahatma Gandhi University, Kerala

No. PS /2 / 140 /2017

Date: 06 .07.18

**NOTICE INVITING TENDER**

(Tender No: PS /2 / 140 /2017)

**The Registrar, Mahatma Gandhi University, Kottayam** invites online bid (technical and financial bid) from reputed firms for Supply of the **PRINTING & SUPPLY OF 10 LAKH nos. OF ADDITIONAL ANSWER BOOKS CONTAINING 8 PAGES** of the University.

1	Name of the equipment	<b>PRINTING &amp; SUPPLY OF 10 LAKH nos. OF ADDITIONAL ANSWER BOOKS CONTAINING 8 PAGES</b>
2	Earnest money deposit (EMD)	<b>19000 /-</b>
3	Tender submission fee	<b>Rs. 2850 +GST</b> <u>Rule as per SPM</u> [ Above `10.00 lakh :- 0.15% of the cost of tender rounded to the nearest multiple of 100, subject to a maximum of 25000/- + GST as applicable, 50% of the cost of the original copy, upper rounded to the nearest multiple of 100 + GST as applicable ]
4	Period of supply and installation	Within 10 days from the L/C opening date
5	Mode of submission of Bid	Online
6	Tender Documents	Can be downloaded from the website <a href="http://www.etenders.kerala.gov.in">www.etenders.kerala.gov.in</a>
7	Last date and Time of submission of tender by online	<b>25.07.18 2pm</b>
8	Last date and Time of submission of relevant documents by speed post	<b>26.07.18 4pm</b>
9	Date and time of opening of bid opening	<b>27.07.18 2pm</b>

General tender documents and tender schedule can be downloaded in A<sub>4</sub> plain size paper free of cost from the website [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in). **Duly filled up and signed tender schedule along with relevant documents should also be sent to The Registrar, M.G. University, Kottayam, Kerala Pin-686560**, by speed post so as to reach before the date and time specified. The cover containing the documents should super scribe the name of the tender, number, and last date of submission of tender.

Documents to be submitted along with bid through online/by speed post.

Sl.No	Through online	by speed post
1	Scanned copy of Covers relating to works already executed.	Copy of valid registration certificate, PAN of the firm etc. attested by a Gazetted Officer and sample copies of the books already printed.
2	Scanned copy of experience certificate issued by any client/proof of having executed at least one similar work	Copy of experience certificate attested by a Gazetted officer.
3	Scanned copy of duly filled e-payment form	Duly filled e-payment requisition
4	Scanned copy of other relevant certificates and details of bank account to which payment is desired	Attested Copies of other relevant certificates and details of bank account to which payment is desired.
5	Scanned Copy of duly filled preliminary Agreement in stamp paper of Rs.200/-	Preliminary Agreement in original
6	BOQ	

The bid shall be opened at the date and time specified. Further details can be had from the Printing Section of the University on all working days during office hours. The bidders are advised to submit their bid well in advance to avoid any kind of network issues. If relevant documents through speed post are not submitted with in time, the tenders will not be considered.

The amount quoted should be inclusive of all taxes (GST) and charges for transportation. The successful bidder should remit Performance Security @5% of PAC. An additional performance guarantee should also be furnished if the amount quoted is between 10% to 25% below estimate rate as per G.O.(P)No.19/2016/Fin. Dated 03/02/2016.

All other conditions are same, as per the latest Government Orders. Further clarifications if any required can be had by contacting telephone number 0481-2733287

The undersigned reserves the right to reject any or all the tenders without assigning any reason whatsoever

Sd/-

**JOINT REGISTRAR I (Admin)**

**FOR REGISTRAR**

### SPECIFICATIONS

#### PRINTING AND SUPPLY OF TEN LAKH NUMBERS OF MACHINE STITCHED ADDITIONAL ANSWERBOOK WITHOUT BARCODE

SIZE & SPECIFICATION	QUANTITY(NOS)
ADDITIONAL ANSWER BOOKS CONTAINING 8 PAGES with both side printing (including face sheet). 219mm x 280 mm in 60 GSM A- Grade paper. Lower portion of the facing sheet shall be included with a D 1/16 size counter foil portion. Pink colour shall be used for Printing the answer book. Water mark logo of the university shall be printed in all pages. Side/ Centre machine stitching.	10,00,000