



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act. No.25/1975)

NAAC Accredited 'A' Grade

TENDER NOTICE

Sealed tenders superscribed as "Tender for Paper Items" invited in two separate envelopes (i) containing technical specifications, mills name, sample of paper and tender fee of Rs.3,000/-; (ii) Financial bid and a separate demand Draft of 2% earnest money of cost involved, favouring Finance Officer. M.D.U., Rohtak, latest by 21-07-2014 upto 3:00 P.M for supplying 6000 reams of Bilt Classic Paper of Virgin pulp in 23"x36"/60GSM/16Kg and 100 Reams of Art Paper JK 23"x36"/170GSM/45.200 Kg. For more details may visit University Website www.mdurohtak.ac.in.


REGISTRAR





MAHARSHI DAYANAND UNIVERSITY, ROHTAK

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Subject: Detailed Notice for Inviting Tenders for paper items.

The articles as per specification given below are required to be purchased for this University:-

S.No.	Name & Specifications of the Item	Quantity
1.	Bilt Classic Paper of 23"x36'/60GSM/16Kg	6000 Reams
2.	Art Paper JK 23"x36"/170GSM/45.200 Kg	100 Reams

Rates be quoted by the A Grade paper Mills, their authorized distributors/dealers/ suppliers subject to the following conditions:-

1. The tender be addressed to the Registrar, M. D. University, Rohtak.
2. All charges payable by the University should clearly be stated.
3. The tender shall be submitted in double envelope. One for Technical Bid, Mills name, sample of paper and Tender Fee Rs. 3000/- & second for Financial Bid alongwith a separate demand draft of 2% against Earnest Money of the cost involved, favoring Finance Officer, M.D.U. Rohtak latest by 21-07-2014 upto 3:00 P.M.
4. The tender should be submitted only if the material is available in your ready stock or can be supplied within 15 days after the order is placed.
5. The tender should reach the office of the Registrar. MDU, Rohtak on/before 21-07-2014 before 3:00 P.M. quoting our reference and due date of opening on the envelopes.
6. The samples of the material shall be supplied with the tender.
7. The tender will be opened on same day i.e. on 21-07-2014 at 3:30 P.M in the office of the Asstt. Registrar (P&S) in the presence of the parties or their representatives present at that time.
8. The rates should be quoted for the specifications of the items given. The technical specifications and samples of paper required must accompany the tender. The decision of the University will be final with regard to quality of paper to be purchased.
9. The acceptance of goods is subject to the approval of the Inspection Committee/Technical Committee/Expert Committee.
10. If your rates are approved by the DGS&D and other Central/State Agency, the rates of the same must be quoted and the copy of the rate contract be attached. It may be certified that you have not been debarred/blacklisted for any reason/period by DGS&D, DS&D (Haryana) or any other Central State Govt. Department/University/PSU etc.
11. Rates be quoted F.O.R. University Main Store.
12. The other terms& conditions enclosed herewith may also be kept in view.


Asstt. Registrar (P&S)



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OTHER TERMS AND CONDITIONS GOVERNING THE TENDER FOR THE SUPPLY OF PAPER ITEMS DURING THE YEAR 2014-15.

1. Every tender shall be accompanied by the earnest money equal to 2% of the involved Value. The money should be deposited through a Bank Draft in favour of Finance Officer, Maharshi Dayanand University, Rohtak, payable at the State Bank of India, Maharshi Dayanand University, Rohtak.
2. The tender received without earnest money, or after due date shall not be entertained except with the special approval of the Registrar.
3. Supplies shall be executed within the time specified in the supply order. In the event of the supplier failing to supply the material with in time, he shall be liable to pay as compensation an amount equal to one percent or such small amount as the Registrar may decide on the said amount of the contract, for every day that the quantity remains incomplete, provided that the entire amount of compensation shall not exceed 10 percent of the total amount of contract. An appeal against these orders shall however lie with the Vice-Chancellor whose decision shall be final.
4. In case the contractor backs out of his contract, the earnest money deposited by him shall be forfeited besides any other action as may be considered necessary by the Vice-Chancellor.
5. All the charges including packing, forwarding and installation, VAT/Excise Duty (in percentage) and other levies should be specified in the tender. The charges etc. not specified in the tender shall not be paid. Please note that University does not Issue form 'C' or 'D'.
6. The quantity of material/supplies shall be subject to increase or decrease on the tendered rates. This increase or decrease shall be communicated by the University within 90 days of acceptance of the tender.
7. Supplies shall be made as per the schedule and within such time as is indicated in the supply order.
8. The University is exempted from payment of octroi charges on the articles purchased for the welfare of the students. The rates may please be quoted keeping this point in view.
9. 100 % payment will be made on receipt and inspection of goods to ensure the specifications and their good conditions. No advance payment or payment against documents negotiated through Bank shall be made.
10. The Rates accepted by the University shall be applicable upto 90 days.
11. The tenders shall be opened by the Purchase Committee in the presence of contractor/supplier and the committee reserves the right for negotiation thereafter if considered necessary. The Current Price List duly authenticated by the Principals with dated signature & seen alongwith literature/pamphlets may be supplied alongwith the offer.
12. The Registrar reserves the right to reject or accept any/all offer(s) without assigning any reason.
13. In case, other information/clarification is required, the undersigned may be contacted at Telephone No. 01262-266953 on any working day (Monday to Friday) during office hours (09:00 A.M. to 05:00 P.M.).
14. The dispute, if any, shall be subject to the jurisdiction of Courts at Rohtak. Any other jurisdiction mentioned in the quotation or invoices of the Manufacturers/Distributors/Dealers/Suppliers etc. shall be invalid and shall have no legal sanctity.
15. Terms & Conditions printed on quotations/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order, and your acceptance of the order shall be construed as your agreement to all the terms & conditions contained in the order.

Signature _____

Name of the firm with seal/stamp _____

Affix Rubber Stamp of firm _____

Asstt. Registrar (P&S)
M. D. University, Rohtak