



# VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

(Formerly University College of Engineering, Burla-Established by Govt. of Odisha in 1956 & Upgraded in 2009 to A State Govt. University Covered under Section 2(f) & 12(B) of UGC Act.)

P.O : Engineering College, Burla (Siddhi Vihar), Dist : Sambalpur Odisha -768018, INDIA

Ph : 0663-2430211, Fax : 0663-2430204 Website : [www.vssut.ac.in](http://www.vssut.ac.in)

No. VSSUT/PGSR/877

Dated: 27.07.2016

## QUOTATION CALL NOTICE

Sealed Quotations/Tenders are hereby invited from all Registered Firms/Suppliers/Printers/Dealers/S.S.I Units having up-to-date income tax and sale tax clearance and interested in supply of the following materials at the premises of VSSUT, Burla, on the terms and conditions available in our website [www.vssut.ac.in](http://www.vssut.ac.in). The sealed quotations/tenders shall reach the undersigned within the office hour by **5.00 PM. of Date 10.08.2016**. Quotations/Tenders received beyond this date line are liable to be rejected.

Sl.No.	Description of Materials	No.of copies of Syllabus Book	Remarks
1	Printing and supply of Syllabus Books	Furnished in Appendix-I	Details of invitation of tender available at <a href="http://www.vssut.ac.in">www.vssut.ac.in</a>

Sd/- REGISTRAR

**INVITATION TO TENDER**

**AND**

**INSTRUCTIONS TO TENDERERS**

**Printing of Syllabus Books**



**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA  
SAMBALPUR - 768018, ODISHA**

## **INVITATION TO TENDER AND INSTUCTIONS TO TENDERERS**

Sir/Madam,

Veer Surendra Sai University of Technology, Burla invites tenders for the printing of syllabus books for the University as per specifications given in the schedule attached herewith. All offers should be made in English and should be written in both figures and words.

The VSSUT reserves the right to select certain items (in single or multiple units) and reject the other mentioned in the schedule. The VSSUT also reserves the right to revise or alter the specifications of the printing before acceptance of any tender.

Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored, and rejected.

### **Delivery :**

The tenderer shall be responsible for delivery of the printed materials as per specifications at destination site.

### **EMD :**

A demand draft for Rs.10,000/- (Rupees ten thousand) only drawn in favour of VSSUT, Burla, payable at Syndicate Bank (Code - 8062) or SBI, Burla (Code - 2034) towards EMD must accompany the tender. Those tender without EMD will be rejected. The EMD will be refunded to the unsuccessful tenderers only after the purchase order are placed on the successful tenderer. The final acceptance of the printing material will be made only after delivering in good condition and to the satisfaction of the specifications given by the University

### **Prices :**

The prices must be quoted per copy considering overall requisites as a whole should be inclusive of all taxes packing, forwarding, freight, insurance, delivery charges at destination site (VSSUT, Burla)

### **Validity :**

The tenders should be valid for acceptance upto a period of 06 months. The tenderers should be ready to extend the validity, if required.

### **Delivery :**

The printed material in the prescribed form (book form) should be delivered within 15 days from the date of issue of work order and entering into agreement.

### **Terms of Payment :**

Payment shall be made by the VSSUT, Burla only after receipt of syllabus books in good condition with all specifications and standards to the entire satisfaction of the University.

### **Terms and Conditions of the Tendering Firms :**

The terms and conditions will be applicable by the University only.

**Delivery of Tender :**

The sealed tender should be addressed to :

**The Registrar, VSSUT, Burla, Sambalpur - 768018**

Superscribed on the right hand side "Tender for Printing of Syllabus Books and should indicate clearly the name and address of the tenderer. In addition, left hand corner of the envelope/container should indicate the Tender No., date and time of opening of tender. The University reserves the right to reject any tender which fails to comply with the above instructions. All tenders should be sent by Speed Post/Regd. Post. It is the responsibility of the tenderer to see that his tender offer is delivered by the specified time at the above address. All further communication should be addressed to the officer named above and by title only.

**Time for Receipt of Tender :**

The tender must reach the Registrar, VSSUT, Burla, Sambalpur-768018 not later than **10.08.2016 at 5.00 PM**. Tenders submitted after the specified time shall not be considered and no intimation will be sent in this regard.

**Right to Acceptance :**

The Registrar, VSSUT, Burla does not bind himself to accept the lowest on any tender and reserves to himself the right of accepting the whole or any part of the tender or portion of the quality offered and the tenderer shall supply the same at the rate quoted. The VSSUT, Burla reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

**Results of Tender :**

Acceptance of Tender shall be communicated by letter of acceptance or formal acceptance of the tender to the successful tenderer.

**Other Terms :**

The tenderer should produce (1) Value Added Tax (VAT) - Registration Certificate.

Tenderer should be responsible and bear any price escalation within the validity period and also after the indent has been placed till the supply.

The Tenderer has to give a Proof Copy before final print, if there is any modification, deletion or addition they need to be incorporated as suggested by the University at the cost of the tenderer. Only after approval of the draft and format of all syllabi books the final copies of the books need to be printed. However, the final responsibility of the correctness lies with the tender.

All the final printed data should be provided in the form of soft copy (CD form). The University has the right to make any number of copies of the CD.

## **WARRANTY DECLARATION**

**All tenderers should give a warranty declaration as detailed below :**

We warrant that everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification.

Any deviation in the printed material, including format, from the accepted proof check may liable to be rejected and the tenderer need to print and bind all the copies in correct form to the satisfaction/specifications specified in the order/contract at the their own cost. The payments shall be made only after receiving the material in the required format and quality to the satisfaction of the University authorities.

For any further information in this regard, please contact the Dean, PGS&R, VSSUT, Burla during working hours.

**Signature of the Tenderer**

## VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

The tender is subjected to the following conditions :

1. The company has to quote basic price in Indian Rupees only. The prices should be for destination. Sales Tax, Insurance, Customs and Import Duties if any, packing and forwarding charges if any, freight charges, any other taxes and charges should be quoted in terms of percentage on basic cost of fixed amount. Any vague statements such as "Extra" are not accepted.
2. The P invoice with all supported vouchers should be submitted.
3. The period of delivery from the date of placement of order should be clearly mentioned.
4. The time of installation should be clearly mentioned and any delays on the part of suppliers or supplying syllabus books.
5. It is not binding on the institution to accept the lowest of the tenders.
6. The tenders should be valid for acceptance upto a period of 06 months.
7. The envelope must be super scribed with reference No. and item code for which quotations are being submitted.

The details of items and corresponding specifications for equipment are given below :

**SPECIFICATIONS**

Numbers of copies : Approximate estimated copies are furnished in Appendix-I

Size : 1/8 Demy

Paper : 60 Gsm mapolitho A grade mill

Cost of printing charges : Per page up to 200 copies

Cost of inner pages : 60 Gsm mapolitho for 1000 pages

Cover Page : 220 Gsm Art Board card and Multi colour printing

Binding : Stapling and cover pasting

Number of colours : Inner pages (black)

Type setting : 9/11 New Times of Roman

Sl.No.	Paper Size	Quality of Paper 60 Gsm mapolitho	Cost of printing per page size 1/8 <sup>th</sup> Demy	Cost of paper per thousand (Mapolitho 1/8 <sup>th</sup> size)	Cost of multi colour cove in 220 Gsm Art Board per each	Cost of stapling with cover page pasting per each
1	1/8 Demy					
2	Cover Page 1/8 Demy					

**Provide a sample paper of cover page and inner page alongwith quotation positively.**

## Appendix - I

List of P.G Programme syllabus books to be printed with approximate number of copies

Sl.No.	Branches	Specialization	Intake	Approximate number of pages in each booklet	Quantity
1	Civil Engineering	SE	18	40	100
		WRE	18	40	100
		ENV	18	40	100
		TE	18	40	100
		GTE	18	40	100
2	Mechanical Engineering	HPE	18	40	100
		PE	18	40	100
		MDA	18	40	100
3	Electrical Engineering	PSE	18	40	100
		PECD	18	40	100
		IC	18	40	100
4	Electronics & TC Engineering	CSE	18	40	100
		VLSI	18	40	100
		MWE	18	40	100
5	Computer Science & Engg	CSE	18	40	100
6	Information Technology	ICT	18	40	100
7	Production Engineering	MSE	18	40	100
		CAD/CAM	18	40	100
8	Physics	AP	18	50	100
9	Chemistry	IC	18	50	100
10	Mathematics	AM	18	50	100
11	MCA	-	30	60	200
12	5-yr Int. M.Sc	Physics	-	18	70
		Chemistry	-	18	70
		Mathematics	-	18	70
				<b>Total</b>	<b>2600</b>