

# **TENDER DOCUMENT**

**KARNATAKA SANSKRIT UNIVERSITY**

**SHORT TERM TENDER NOTIFICATION**

**(MANUAL MODE ONLY)**

TENDER NO: KSU/EXAMS/TENDERS/15-16/01

DATE: 23/01/2016.

Tenders are invited in two cover system from eligible bidders to print and supply exam materials such as answer booklets and stationery and question papers etc. Last date to receive the tenders is 30/01/16. Tender amount Rs 4 lacs. EMD 40000/-Tenders should reach before 5.00 PM on 30/01/16. Tender document can be downloaded from our web site [www.ksu.ac.in](http://www.ksu.ac.in) or can be received from Exam section of Karnataka Sanskrit University, PMK road, Chamrajpet, Bangalore-560018.

**Registrar**

**TENDER EVALUATION COMMITTEE**

1. TENDER INVITING AND ACCEPTING AUTHORITY : REGISTRAR, KSU
2. MEMBER : FINANCE OFFICER, KSU
3. MEMBER : DIRECTOR, DSE
4. MEMBER : DEAN, SHASTRA FACULTY
5. MEMBER AND CONVENER : CONTROLLER OF EXAMS

**Registrar**

## DETAILS OF TENDER INVITING ORGANIZATION.

- 1. Name of the organization:** Karnataka Sanskrit University
- 2. Address of the organization:** PMK road, Chamrajpet, Bangalore.
- 3. Last date and time to accept tenders:** 30/01/16, 5.00 PM
- 4. Date and Time of opening tenders:** 02/02/16, 12.00 AM
- 5. Place of Opening Tenders:** Karnataka Sanskrit University, PMK road, Chamrajpet, Bangalore.
- 6. Address for communication:** Exam section, Karnataka Sanskrit University, PMK road, Chamrajpet, Bangalore.
- 7. E-mail ID** : examksu2016@gmail.com

**REQUIREMENT OF GOODS**

**The bidders should bid for all the items listed below.**

Sl.no	Item	Size	Pages	Quantity	Description
1.	Sanskrit Prathama answer book let cum question paper-1 ( with serial number)	21x28 cms	10	14000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
2.	Sanskrit Prathama answer book let cum question paper-2 ( with serial number)	21x28 cms	10	14000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
3.	Kavya answer booklet cum question paper-1 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
4.	Kavya answer booklet cum question paper-1 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
5.	Kavya answer booklet cum question paper-2 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
6.	Kavya answer booklet cum question paper-3 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
7.	Kavya answer booklet cum question paper-4 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
8.	Kavya answer booklet cum question paper-5 ( with serial number)	21x28 cms	10	7000	All the pages should be of 70 gsm and book let should be stitched not pinned. All the

					answer booklets should contains serial number.
9.	Kavya answer booklet cum language question paper-1(with serial number)	21x28 cms	16	5500	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
10	Kavya answer booklet cum language question paper-2(with serial number)	21x28 cms	10	1500	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
11.	Kavya answer booklet cum language question paper-3(with serial number)	21x28 cms	10	250	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
12.	Veda prathama answer booklet cum question paper-1 (with serial number)	21x28 cms	10	300	All the pages should be of 70 gsm and book let should be stitched not pinned. All the answer booklets should contains serial number.
13.	Sahitya answer booklets(with serial number)	21x28 cms	16	15000	15 pages plus one cover page. All the pages should be of 70 gsm and booklet should be stitched. Inner pages should contain ruled lines. A minimum of 23 lines per page. All the answer booklets should contains serial number.
14.	Sahitya question papers six varieties, each variety 1500 copies	21x28 cms	4	9000(6X 1500)	Page should be of 70 gsm. It should contain serial number.
15.	Hall tickets with variable data printing (with serial number)	A 4	2	10000	Page should be of 70 gsm. It should contain serial number.
16.	Envelope with data such as	38X28		8,000	These envelopes should be

	University's name, registration number etc printed on that. (with serial number)				strong enough to hold minimum 14 answer booklets of 21x28 size mentioned above. Envelopes should contain serial number.
17.	Cloth line covers with University's name printed on that. (with serial number)	36X26		7000	These cloth line covers should be strong enough to hold minimum 20 answer booklets of 21x28 size mentioned above. Cloth line cover should contain serial number.
18.	Attendance proforma(with serial number)	A4	2	3000	Page should be of 70 gsm. It should contain serial number.
19.	TA and DA bill proforma(with serial number)	A4	2	500	Page should be of 70 gsm. It should contain serial number.
20.	Consolidated bill proforma (with serial number)	A3	2	1000	Page should be of 70 gsm. It should contain serial number.
21.	Absentee Proforma(with serial number)	A4	2	1000	Page should be of 70 gsm. It should contain serial number.
22.	Contingency vouchers(with serial number)	A4	2	1000	Page should be of 70 gsm. It should contain serial number.
23.	Valuation sheets(with serial number)	A4	1	5000	Page should be of 70 gsm. It should contain serial number.

#### **TERMS AND CONDITIONS:**

- 1. Eligible and interested bidders should bid for all the items listed above. Tenders should reach before 5 P.M on 30.01.2016. Tenders received after that will be rejected.**
- 2. Bidders should have at least 3 years of experience in printing field for which they should provide supportive document. Bidders should provide their TIN number and PAN number.**
- 3. Bidders' firm or company should have annual turnover of 15 lakhs for which they should submit supportive documents.**

4. Bidders have to submit their tender along with EMD amount mentioned in the notification by cheque or DD in the name of Finance officer, Karnataka samskrit university, payable at Bangalore.
5. 25 percent of variation in quantity of items listed above should be accepted by the bidders.
6. In case of requirement, bidder who gains contract should do the necessary art work before printing of items mentioned above.
7. Bidders should quote their price inclusive of transportation charges to deliver the goods to the university.
8. Bidders who provide documents for their ownership of machinery and labor force would be preferable.
9. Bidder should be capable of supplying the goods within 10 days, after the issuance of work order.
10. Bidder who gains contract of this tender should immediately get into an agreement with university accepting the schedule (with in 10 days, after the issuance of work order.) to supply the goods and maintaining the confidentiality in the work.
11. Any failure to submit the goods as per schedule prescribed/ not maintaining confidentiality will lead to the breach of agreement and his EMD amount will be forfeited as a penalty.
12. University reserves its right to reject the tenders without any intimation.

**Registrar**