

## **MAHARSHI DAYANAND UNIVERSITY ROHTAK**

### **TENDER NOTICE**

Sealed tenders super-scribed as “**Tender for Paper & Other Items**” are invited in two separate envelopes (i) containing technical specifications, mills name, and samples of paper and (ii) Financial bid, earnest money @ 2% of cost involved and tender fee of Rs. 5,000/- by two separate Demand Drafts favoring Finance Officer, M.D.U Rohtak, latest by **29.06.2011** for supplying 12500 Reams Bilt Classic or Equivalent Paper of virgin pulp in 23”X36”/60 GSM/16 Kg and 250 Reams Art Paper of same size in 170GSM/JK or Equivalent besides other items. The detailed items and terms/conditions may be had from the Asstt. Registrar (P&S) on any working day or may visit University website [www mdurohtak.ac.in](http://www.mdurohtak.ac.in). The tenders will be opened on **30.06.2011** at **11.00 a.m.** in the office of Asstt. Registrar (P&S) in the presence of representative(s) of firm who- so-ever will be present.

**REGISTRAR**

**MAHARSHI DAYANAND UNIVERSITY ROHTAK.**

**Subject: Detailed Notice for Inviting Tenders for paper items**

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

**A. Bilt Classic 23”X36”/60 GSM/16 Kg or Equivalent :12,000 +500 reams  
paper of virgin pulp.**

**2. JK Art Paper 23”X36”/170 GSM or Equivalent : 200 +50 reams**

**B. Other items:**

**1. Bilt Classic 20”X30”/11.6 Kg or Equivalent : 100 Reams**

**2. -do- 17”X27”/8.9 Kg –do- : 500 Reams**

**3. -do- 18”X22”/7.6 Kg –do- : 2000 Reams**

**4. SS Maplitho 23”X36”/70 GSM : 100 Reams**

**5. -do- 20”X26”/11.8Kg : 50 Reams**

**6. -do- 23”X36”/90GSM : 50 Reams**

**7. -do- 20”X30”/70 GSM : 100 Reams**

**8. Ledger paper 17”X27”/10.4 Kg : 100 Reams**

**9. Ledger paper 20”X30”/18.2 Kg : 10 Reams**

**10. Pulp Board 22”X28”/13.2 Kg./JK or Equivalent : 40 pkts.**

**11. Card Sheets 22”X28”/10 Kg (Yellow, White, Blue, Pink) 40 pkts**

**12. Art Card 23”X36”/300 GSM/JK or Equivalent : 10 pkt**

**13. Art Paper 23”X36”/130 GSM/JK or equivalent : 20 Reams**

**14. Executive Bond 70 GSM : 10 Reams**

**(Quantity subject to increase or decrease)**

You are requested to kindly quote your rates for the same. Your tenders will interalia be 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 Tenders should be submitted only if the material is available in your stock or can be supplied within 20 days after the order is placed.
4. The tender should reach the office of the Registrar **on/before 29.06.2011** quoting our reference and due date of opening on the envelope
5. The tenders will be opened on **30.06.2011** at **11.00 a.m.** in the office of the Assistant Registrar (P&S) in the presence of the parties or their representatives who- so-ever may like to be present.
6. 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 w.r.t. quality of paper to be purchased.
7. The acceptance of goods is subject to the approval of the Inspection Committee.
8. 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.
9. Rates be quoted F.O.R. University Main store.
10. The other terms & conditions enclosed herewith may also be kept in view.

**Asstt. Registrar (P&S)  
For Registrar**

**OTHER TERMS AND CONDITIONS GOVERNING THE TENDER FOR THE SUPPLY OF ARTICLES DURING THE YEAR 2011-12.**

1. Every tender shall be accompanied by the earnest money equal to 2% of the involved Value and tender fee of Rs. 5000/-. The money should be deposited through two separate Bank drafts 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, tender fee, or after the due date shall not be entertained.
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, taxes and other levies should be specified in the tender. The charges etc. not specified in the tender shall not be paid.
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.
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.
12. The Registrar reserves the right to reject or accept any/all offer(s) without assigning any reason.
13. All disputes subject to Rohtak jurisdiction.

Signature \_\_\_\_\_  
Name of the Firm with seal/stamp \_\_\_\_\_  
Affix Rubber Stamp of firm

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