



राष्ट्रीय प्रौद्योगिकी संस्थान - आंध्रप्रदेश  
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH  
Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101  
West Godavari District, Andhra Pradesh

Ref. No.: NITANP/SMMD/Tender/2022-23/ 23

Date: 27.09.2022

**LIMITED TENDER ENQUIRY**

**Sub: Supply of PVC ID Cards with Plastic Holder & Fixed Hook Tag - Quotation invited –Regarding.**

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Please send your lowest quotation for the above item as per the details attached in **Annexure-1**. The quotation is to be sent in a sealed envelope to the following address:

**C/o Tender Box  
Material Management & Disposal Section,  
Sardar Vallabhbai Patel Administrative Building  
NATIONAL INSTITUTE OF TECHNOLOGY, ANDHRA PRADESH,  
Near National Highway No. 16, Kadakatla,  
TADEPALLIGUDEM – 534101  
West Godavari District, Andhra Pradesh.**

**The quotation has to be sent by Post (Ordinary / Register / Speed Post) or drop in Tender Box physically. (Any other mode will not be accepted)**

The envelope must be superscribed as "**QUOTATION**" at the center of the envelope and the above **reference number at left top** along with the name of the tender on the envelope. Quotations without the above superscription **will not be accepted**.

**The last date to receive the sealed quotation is 18.10.2022.**



## Annexure-1

S. No.	Name of goods & specifications	Qty
01	<b>PVC ID Card Specification: -</b> ID Card Thickness-10MIL ID Card Height-86MM ID Card Width-54MM ID Card Quality – PVC Glossy Laminated	3000
02	<b>Plastic Holder Specification: -</b> Plastic Holder Thickness-4MM Plastic Holder Height-99MM Plastic Holder Width-59MM Plastic Holder Quality-Plastic transparent Holder	3000
03	<b>Fixed Hook Tag with Holder Specification: -</b> Tag Thickness-0.4MM Tag Height-18 Inches Tag Width-20MM Tag Quality-Synthetic Tag with Multi color Printing as per Customer requirement.	3000

While sending your lowest quotation – please specify the following:

- Sales Tax : Inclusive  
GST : Indicate prevailing tax on percentage basis.
- Excise Duty :
- Rates  
a) F.O.R. Destination/  
b) Estimated Packing, Forwarding and Freight Charges in case of Ex-works only, may be mentioned on percentage basis.
- Insurance : Inclusive/ indicate on percentage basis, in case payable by the Institute.
- Preferred terms of payment (institute rules permit to pay on Receipt of materials in good condition/completion of the work):
- Recommended mode of transport :
- Discount offered, if any :
- Validity of the offer :
- Firm schedule of completion of work :
- Detailed drawings / catalogues / Leaflets / literature / samples may be furnished wherever feasible / required
- Please indicate clearly whether the rates quoted herein are the same as applicable to DGS & D / Government Department / Other Public Sector Undertakings.
- The supplier shall invariably furnish the **Certificate of Clearance of GST Registration number along with the quotations.**
- Please mention the Quotation number and name of the item/s (in brief) on your envelope when submitting your quotation to the Institute
- Please note that the Director reserves the right to modify or alter the specifications and also to reject any or all the Quotations without assigning any reasons thereto.
- The suppliers / firms are informed not to call on us without prior appointment.
- The Institute is not responsible for delays / loss in postal transit or due to any other reasons.
- Any Violation in the terms and conditions, the bidder will be made ineligible for the contract.
- Presently our Institute doesn't have DSIR certificate so no concession in GST. Normal rate of GST will be applicable.**

Yours faithfully,



Head of the Department

सह अधिष्ठाता / Associate Dean  
CENTRAL STORES & PURCHASE SECTION  
NIT Andhra Pradesh