



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.: NIT-AP/AA/Exams/Ans Booklets/2021-22/328 / 80

Date: 10.01.2022

**Limited Tender Enquiry**

**Sub:** Supply of Answer Booklets for examination purpose at NIT Andhra Pradesh–Quotation invited –Regarding.

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Please send your lowest quotation to supply the item(s) as attached in Annexure-1. The quotation is to be sent in a sealed envelope by to the following address:

C/o Tender Box  
Central Stores and Purchase Section,  
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 a drop 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 subscription **will not be accepted**.

The last date to receive the sealed quotation is **01.02.2022**

## Annexure-1

S. No	Description of Item	UOM	Qty
1.	<p><b><u>End Lab Exam Answer Sheets:</u></b></p> <p>Size:21x 29.7 cm 70 GSM.            Front Page Should have logo and Institute name, tabulated space for the candidate details (Roll No, Class/ Section, Branch, Subject, Date), Separate space for invigilator's signature, tabulated space for marks for question numbers from I to VI</p>	4- Pages Copies	15,000
2.	<p><b><u>Mid Exam Main Answer Booklets:</u></b></p> <p>Size:21x29.7 cm 70 GSM            Front Page Should have logo and Institute name, tabulated space for the candidate details (Roll No, Class/ Section, Branch, Subject, Date), Separate space for invigilator's signature, tabulated space for marks for question numbers from I to VIII and total.            Cover page should be light blue in colour</p>	12- Pages Copies	40,000
3.	<p><b><u>End Exam Main Answer Booklets:</u></b></p> <p>Size:21x29.7 cm 70 GSM            Front Page should have logo and Institute name, instructions for the candidate details (Roll No, Class/ Section, Branch, Subject, Date) and tabulated space for examiner's marks for questions I to X and total, separate space for invigilator's signature and number of additional sheets attached along with main answer book. Cover paper should be light yellow in colour Numbering on alternate pages with NIT logo to be provided.</p>	24-pages copies	40,000

While sending your lowest quotation – please specify the following:

1. Sales Tax : Inclusive  
VAT/CST/GST : Indicate prevailing tax on percentage basis.
2. Excise Duty :
3. 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.
4. Insurance : Inclusive/ indicate on percentage basis, in case payable by the Institute.
5. Preferred terms of payment (institute rules permit to pay on Receipt of materials in good condition):
6. Recommended mode of transport :
7. Discount offered, if any :
8. Validity of the offer :
9. Warranty Period :
10. The final vendor will be selected based on the total consolidated price of all items requested in enquiry which includes, GST, Packing, transportation, etc. as applicable.
11. In view of the above clause (10), the vendor should quote all the items in their quotation or else, the quotation shall be treated as unresponsive/invalid unconditionally. Partial order shall not be placed at any case.
12. Indicate whether any AMC support is given after completion of warranty Period. If so, the AMC charges may be mentioned on percentage basis
13. Firm schedule of delivery :
14. Detailed drawings / catalogues / Leaflets / literature / samples may be furnished wherever feasible / required
15. Please indicate clearly whether the rates quoted herein are the same as applicable to DGS & D / Government Department / Other Public Sector Undertakings.
16. The supplier shall invariably furnish the **Certificate of Clearance of VAT / CST/ GST Registration number along with the quotations.**
17. Please mention the Quotation number and name of the item/s (in brief) on your envelope when submitting your quotation to the Institute
18. 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.
19. The suppliers / firms are informed not to call on us without prior appointment.
20. The Institute is not responsible for delays / loss in postal transit or due to any other reasons.
21. Any Violation in the terms and conditions, the bidder will be made ineligible for the contract.
22. 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  
केंद्रीय भण्डार & खरीद भाग  
Central Stores & Purchases Section  
राष्ट्रीय प्रौद्योगिकी संस्थान  
National Institute of Technology  
आंध्रप्रदेश / Andhra Pradesh  
ताडिपल्लिगुडेम / Tadepalligudem

