



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/SEMA/2022/542/03

Date: 10.08.2022

LIMITED TENDER ENQUIRY

Sub: Supply of Original Degree Certificates 2022-2023– Quotation invited –Regarding.

Please send your lowest quotation for the above License 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 Vallabhbhai 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 25.08.2022.

Annexure-1

S. No	Name of goods & specifications	Qty
1	<p><u>Original Degree certificates printing work</u></p> <p>A4 size Paper with 350 microns (262 GSM), Tear Resistant, Water Resistant, Uncoated Mono layer porous in nature and highly absorbent Material with Paper like feel, compatible with various types of personalization printers, Multi color printing with the below security features</p> <ol style="list-style-type: none"> 1. Micro Line Printing 2. Reverse Micro 3. Opaque test 4. Invisible Ink 5. Penetrating Numbering 6. Common Seal 7. Rainbow Color 8. HR Border 9. Dual Image 10. Micro Image 11. Gold Foil 12. Fine Line Relief 13. Copy/Void pantograph 14. QR Code <p>Also Printing of Student Variable data needs to be done.</p>	550

While sending your lowest quotation – please specify the following:

1. Sales Tax : Inclusive
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/completion of the work):
6. Recommended mode of transport :
7. Discount offered, if any :
8. Validity of the offer :
9. Firm schedule of completion of work :
10. Detailed drawings / catalogues / Leaflets / literature / samples may be furnished wherever feasible / required
11. Please indicate clearly whether the rates quoted herein are the same as applicable to DGS & D / Government Department / Other Public Sector Undertakings.
12. The supplier shall invariably furnish the **Certificate of Clearance of GST Registration number along with the quotations.**
13. Please mention the Quotation number and name of the item/s (in brief) on your envelope when submitting your quotation to the Institute
14. 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.
15. The suppliers / firms are informed not to call on us without prior appointment.
16. The Institute is not responsible for delays / loss in postal transit or due to any other reasons.
17. Any Violation in the terms and conditions, the bidder will be made ineligible for the contract.
18. **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

