



# Sidho-Kanho-Birsha University

Ranchi Road, P.O.- Sainik School  
District - Purulia, PIN – 723104, W.B.  
Phone : 03252- 202419 Website-[www.skbu.ac.in](http://www.skbu.ac.in)

Ref No: FO/ 626 /SKBU/17

Date: 10/10/2017

## **E-TENDER NOTIFICATION**

### **Re Tender**

E-Tender is invited from the eligible vendors for printing Question papers for different Examinations conducted by the University and delivery of the same to different Examination Venues and/ or University as desired by the University authority for each examination (semester and yearly). Interested vendors have to submit the rate against each item as cited under-

1. Composing and printing charges (per 1000 copies)
2. Proof reading charges (per page)
3. Stitching/pasting/folding charges (per 100 copies)
4. Labeling Charges on Packet (per label)
5. Cost of packet with gumming and sealing (per packet)
6. Cost of paper (per 100 leaves) of 60 GSM
7. Packing and forwarding charges to the University per packet..
8. Security charges per consignment.
9. Delivery charges from University to various colleges per KM rate. (Venues are located within the district of Purulia)

### **Eligibility and Essential Credentials of the Parties:**

- A) The vendors must have at least **Ten Years** of experience of confidential printing of question papers of state and/or central university.

- B) The vendors who were declared insolvent and/or black listed in connection with confidential printing by any university or any Govt. concern are not eligible to participate in the current tender.
- C) The vendors must have working experience with at least **Three Universities** of the country.
- D) Must have ability to compose & print question papers in English, Bengali, Santali, Sanskrit, Urdu and Hindi.
- E) Must be able and agree to deliver question papers to the venues and/ or University as and when required.

**Necessary credentials as mentioned in (A) and (C) with documents of the same must be submitted. The credentials not supported by valid documents will not be considered at the time of decision making. The written declaration against point (B), (D), (E). must be submitted alongwith the tender.**

Acceptance of the lowest quoted rate is not mandatory. The University authority reserves the right to select the firm based on proven credentials at the university level.

The tender papers must be submitted **online** ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)) positively by **16/10/2017** up to 1.PM addressing the Registrar, SIDHO-KANHO-BIRSHA UNIVERSITY with supporting documents. Date of Opening **18/10/2017**. Any other mode of submission will not be accepted.

**General Terms & conditions:**

- Contract will be for 4 years and reviewed & renewed thereafter as per terms and conditions acceptable to the University Authority.
- This is strictly confidential work and hence the selected party must maintain the confidentiality.
- All sorts of problems as may arise from time to time will be discussed with the Controller of Examinations.
- The order will be terminated if it is found that the party has provided false or fabricated information during submission of tender document or later on.

- The order will be terminated for any sorts of malpractices detected at any point of time and a penal measure will be taken against the Party.
- Examinations will be governed as per rules and regulations of the University as framed time to time.
- An agreement will be signed between both parties i.e. the University and selected vendor.

**Jobs related to UG & PG Examination at SKBU means**

- UG Semester examinations following CBCS pattern introduced newly with effect from the session 2017-2018
  - UG Part-I Examination (yearly)
  - UG Part-II Examination (yearly)
  - UG Part-III Examination (yearly)
- } for back log students as well as regular students
- Post Graduate semester Examinations with and without CBCS
  - B.Ed. and other semester based and/or yearly examinations of the University
  - Diploma and Certificate Examinations
  - Supplying soft copies of the question papers of all Examinations in PDF format for uploading in university website.

Parties should clearly mention the Payment terms and conditions in the submitted tender.

The selected vendor shall have to deposit Rs 10,000 as security deposit.

Incomplete tender, if any, as decided by the competent authority will be rejected.

Detailed offer with credentials are to be submitted online by due date only.

Sd/-

**The Registrar**

**Sidho-Kanho-Birsha University**

**Annexure 1**

**Proforma For Technical Bid**

<b>Sl</b>	<b>Particulars</b>	<b>Information</b>
1	Name of the Firm & Owner : (with Telephone/Mobile Numbers, email)	
2	Type of Organisation (Proprietorship/Partnership/Pvt. Ltd./Limited Company) Month/Year of Establishment	
3	Website of Bidder, if any	
4	Month/Year of Establishment	
5	PAN/Sales Tax/VAT Regd. Nos.	
6	Annual Turnover 2016-17	
7	Whether product(s)/service offered by the bidders are exactly as per the configuration of SKB University. If not, indicate the changes in each product	
8	Clientele (submit copies)	
9	Validity of Tender	
10	Whether Terms & Conditions issued by SKB University are acceptable to the Firm	
11	Whether Warranty as per the desired specification	

Date

Name:

Signature of Owner/Authorized Representative

Designation: