



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA
PO- ENGINEERING COLLEGE BURLA, DIST-SAMBALPUR,
ODISHA-768018

No. VSSUT/ACD/388

Dated: 04.07.2017

TENDERS CALL NOTICE

Sealed Tenders are hereby invited from all Registered Firms/Agencies having up-to-date income tax and sale tax clearance and interested in supply of printing of syllabus books at the premises of VSSUT, Burla, on the terms and conditions available in the university website, www.vssut.ac.in. The sealed tenders shall reach the undersigned on or before **date 25.07.2017 by Speed Post / Regd. Post**. Tenders received after the specified date is liable to be rejected.

Sd/- REGISTRAR

Memo No. VSSUT/ACD/389⁽⁶⁾
Copy to:

Dated: 04.07.2017

1. M/s .The Advertising Corporation of India Private Limited, BMC-Panchadeep Market Complex,3rd Floor, Unit-4 Market, Bhoumya Nagar, Bhubaneswar-751001 with request to publish the above advertisement in one issue of the all Odisha daily edition of the SAMAJ and The Times of India on or before **06.07.2017** at the I&PR approved/lowest rate . The bill may be sent in triplicate along with a copy of the paper in which the publication is made.
2. University Notice Board.
3. The Dean, Faculty & Planning with a request to display the advertisement in University website immediately.
4. COF for information & necessary action
5. PA to Registrar for kind information.
6. PA to V.C. for kind information of the Vice Chancellor.

**Sd/-
REGISTRAR**



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY : BURLA

(Formerly University College of Engg., Burla- Established by Govt. of Odisha in 1956 & Upgraded in 2009 to A State Govt. University covered under Section 2(f) & 12(B) of UGC Act.)

P.O: Engineering College, Burla (Siddhi Vihar), Dist: Sambalpur
Odisha- 768018, India

No.VSSUT/ ACD/ 390/ 2017

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Sl.No.	Description of Materials	No. of copies of Syllabus Book & Specifications of Printing
1	Printing and supply of Syllabus Books	Furnished in Appendix-I

Sd/-
REGISTRAR

Memo No.VSSUT/ACD/391⁽⁴⁾/ 2017

Dated: 04.07.2017

1. Copy of this notice is sent for affixture and wide publicity to the Notice Boards of the University Office.
2. Dean, Faculty & Planning with a request to display the above notice in University website
3. Copy to all Printing Presses of Burla & Sambalpur.
4. PA to VC for kind information of Hon'ble Vice-Chancellor.

Sd/-
REGISTRAR

INVITATION FOR TENDER

AND

INSTRUCTIONS TO FIRMS/AGENCIES

FOR

Printing of Syllabus Books



**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA
SAMBALPUR - 768018, ODISHA**

INVITATION FOR TENDER AND INSTUCTIONS TO FIRMS/AGENCIES

Sir/Madam,

Veer Surendra Sai University of Technology, Burla invites tenders for the printing of syllabus books for the University as per specifications given in the schedule attached herewith. All offers should be made in English and should be written in both figures and words.

The VSSUT reserves the right to select certain items (in single or multiple units) and reject the other mentioned in the schedule. The VSSUT also reserves the right to revise or alter the specifications of the printing before acceptance of any tender.

Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored, and rejected.

1. Delivery:

The tenderer shall be responsible for delivery of the printed materials as per specifications at destination site.

2. EMD:

A demand draft for Rs.10,000/- (Rupees ten thousand) only drawn in favour of VSSUT, Burla, payable at Syndicate Bank (Code - 8062) or SBI, Burla (Code - 2034) towards EMD must accompany the tender. Those tender without EMD will be rejected. The EMD will be refunded to the unsuccessful tenderers only after the purchase order are placed on the successful tenderer. The final acceptance of the printing material will be made only after delivering in good condition and to the satisfaction of the specifications given by the University

3. Prices:

The prices must be quoted for the printing work as per Table-A and Table-B, in specification page considering overall requisites as a whole, inclusive of all taxes packing, forwarding, freight, insurance, delivery charges at destination site (VSSUT, Burla).

4. Validity:

The tenders should be valid for acceptance upto a period of 06 months. The Firms/Agency should be ready to extend the validity, if required.

5. Delivery:

The printed material in the prescribed form (book form) should be delivered within One Month from the date of issue of work order and entering into agreement.

6. Terms of Payment:

Payment in full shall be made by the VSSUT, Burla only after receipt of syllabus books in good condition with all specifications and standards.

7. Terms and Conditions of the Tendering Firms:

The terms and conditions will be applicable by the University only.

8.Delivery of Tender:

The sealed tender should be addressed to:

The Registrar, VSSUT, Burla, Sambalpur - 768018

Super scribed on the right hand side "Tender for Printing of Syllabus Books and should indicate clearly the name and address of the Firm/Agency. In addition, left hand corner of the envelope/container should indicate the Tender No., and date. The University reserves the right to reject any tender which fails to comply with the above instructions. All tenders should be sent by Speed Post/Regd. Post. It is the responsibility of the tenderer to see that his tender offer is delivered by the specified time at the above address. All further communication should be addressed to the officer named above and by title only.

9.Time for Receipt of Tender

The tender must reach the Registrar, VSSUT, Burla, Sambalpur-768018 not later than **25.07.2017 ... at 5.00 PM**. Tenders submitted after the specified time shall not be considered and no intimation will be sent in this regard.

10.Right to Acceptance:

The Registrar, VSSUT, Burla does not bind himself to accept the lowest on any tender and reserves to himself the right of accepting the whole or any part of the tender or portion of the quality offered and the tenderer shall supply the same at the rate quoted. The VSSUT, Burla reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

11.Date of Opening of Tender

The tenders will be opened on 04.08.2017 at 4.00 P.M. The participating firms/agencies, those who will participate in tendering may present during the opening of the tenders.

12.Other Terms:

(i) The firms / agencies should produce (1) Value Added Tax (VAT) - Registration Certificate.

(ii)The firms/agencies should be responsible and bear any price escalation with in the validity period and also after the indent has been placed till the supply.

(iii)The firms/agencies has to give a Proof Copy before final print, if there is any modification, deletion or addition they need to be incorporated as suggested by the University at the cost of the firms/agencies. Only after approval of the draft and format of all syllabi books the final copies of the books need to be printed. However, the final responsibility of the correctness lies with the tender.

(iv)All the final printed data should be provided in the form of soft copy (CD form). The University has the right to make any number of copies of the CD.

WARRANTY DECLARATION

All firms/agencies should give a warranty declaration as detailed below:

We warrant that everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification.

Any deviation in the printed material, including format, from the accepted proof check may liable to be rejected and the tenderer need to print and bind all the copies in correct form to the satisfaction/specifications specified in the order/contract at the their own cost. The payments shall be made only after receiving the material in the required format and quality to the satisfaction of the University authorities.

Signature of the Firms/Agencies

N.B. For any further information in this regard, please contact the Dean, Academic Affairs, VSSUT, Burla during working hours.

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The tender is subjected to the following conditions:

1. The company has to quote basic price in Indian Rupees only. The prices should be for destination. Sales Tax, Insurance, Customs and Import Duties if any, packing and forwarding charges if any, freight charges, any other taxes and charges should be quoted in terms of percentage on basic cost of fixed amount. Any vague statements such as "Extra" are not accepted.
2. The P invoice with all supported vouchers should be submitted.
3. The period of delivery from the date of placement of order should be clearly mentioned.
4. It is not binding on the institution to accept the lowest of the tenders.
5. The tenders should be valid for acceptance upto a period of 06 months.
6. The envelope must be super scribed with reference No. and item code for which quotations are being submitted.
7. Provide a sample paper of cover page and inner page along with quotation positively.

SPECIFICATIONS

1. Numbers of copies : Approximate estimated copies are furnished in **Table - C**
2. Size of paper : 1/8 Demy
3. Paper Quality (Inner Page) : 60 Gsm mapolitho A grade mill
(Cover Page): 220 Gsm Art Board card and Multi colour printing
4. Type setting : 9/11 New Times New Roman
5. Binding : Stapling and cover pasting

TABLE - A

Sl.No.	Items	Specification	Price Per Page (Upto 300 copies of syllabus books)	Price Per Page (Beyond 300 copies of syllabus books)
1	A	Printing of both sides of pages, size 1/8 th Demy (60 Gsm mapolitho A grade mill)		
	B	Multi colour cover page printing, page size 1/8 th Demy (220 Gsm Art Board card)		

TABLE - B

Sl.No.	Items	Specification	Price Per syllabus book (Upto 300 copies of syllabus books)	Price Per syllabus book (Beyond 300 copies of syllabus books)
1	C	Stapling with cover page pasting		

TABLE – C

List of syllabus books to be printed with approximate number of copies

Sl.No.	Department	No. of Syllabus Books	No. of inner pages in each syllabus book
1	Chemical Engg.	450	Approximately 55 to 60 pages(Both side printing)
2	Civil Engg.	800	
3	Comp.Sc. & Engg.	450	
4	Electrical Engg.	800	
5	EEE	450	
6	Electronics & TC Engg.	800	
7	Information Technology	450	
8	Mechanical Engg.	800	
9	MME	450	
10	Production Engg.	450	
11	Architecture	300	
Total		6200	

Sd/-
Dean, Academic Affairs