



SHREEMATI NATHIBAI DAMODAR THACKERSEY WOMEN'S UNIVERSITY

Pariksha Bhavan, Sir Vithaldas Thackersey Vidyavihar,
Juhu Road, Santacruz (West), Mumbai-400 049.
www.sndt.ac.in, E-mail: doee@sndt.ac.in; drexam@sndt.ac.in
E-mail : drexam1@sndt.ac.in, arexam@sndt.ac.in,

DOEE (D) : 2661 5159
Dy. Register : 2661 1524
Dy. Register 1 : 2661 5168
Asst. Register : 2661 5138
B.Ed, H.Sc, Nsg. DMLT : 2660 3322
B.A., B.Com., M.A., M.Com, Law : 2661 1595
Accounts : 2660 8374
Degree, Mgm. Certil : 2661 2877
M.Phil. Ph.D : 2660 3259
Confidential : 2661 2265
Tech., Pharma., BCA, BMS : 2661 5885
CFC : 2660 8304

Ref.No.: Exam/Web-Tender/2022-23/62

Date: 02.05.2022

Sub.: Quotation for printing of marksheet for academic year 2022-2023 at the Pariksha Bhavan.

Madam / Sir,

Sealed quotations are invited for quotation for printing of marksheet for the academic year 2022-2023 required at the Pariksha Bhavan. Interested vendors are requested to submit their quote in the format given in Annexure 'A' on company letter head. Quotation should be submitted to the Director (Addl Charge), Board of Examination and Evaluation, Pariksha Bhavan, SNDT Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai - 400 049 on or before 18th May, 2022 (before 04:30 p.m.).


(I) The Technical Bid should be as follows:

- Scanned and certified copy of Company Profile of vendor:
Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email-ID, name, signature and seal. In case of partnership firm-name and address of the partners and copy of Partnership Deed.
- Scanned and Certified GST Certificate and Latest Return. If GST is not applicable then declaration of the same.
- Scanned and Certified PAN Copy.
- Scanned and Certified copy of Registration / Shop and Establish Licence / Certified of Dealership / Certificate of Incorporation whichever is applicable.
- Scanned and Certified copy of the work experience certificated from vendors for continuations existing in core business for last five years. (One certificate per year. No purchase order please).
- Sealed quotations are invited from IBA approved security printers.
- Scanned copy of list of clients for last five years.
- Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative.
- Undertaking as Annexure - A.

(II) The Financial Bid should be as follows:

- Mentioning including all taxes.
- If required component wise then format to be given component wise.

Pariksha Bhavan, SNDT Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (West), Mumbai - 400 049 reserves the right to reject any or all quotations without assigning any reasons thereof.


(Dr. Sanjay Shedmake)
Director (Addl Charge),

Board of Examinations and Evaluation

Invitation for Quotations

Quotation for printing of marksheet for academic year 2022-2023 at the Pariksha Bhavan.

Ref.No.: Exam/Accounts/Quotation/2022-23/62

Date: 02.05.2022

Sealed quotations are invited quotation for printing of marksheet for academic year 2022-2023 to be required at the Pariksha Bhavan, Juhu Campus. The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

Name of Item	Quotation for printing of marksheet for academic year 2022-2023 to be required at the Pariksha Bhavan, Juhu Campus
Venue of Submission	Pariksha Bhavan, SNDT Women's University, Juhu Campus, Santacruz (W), Mumbai - 400049.
To be Addressed to	The Director (Addl Charge), Board of Examinations and Evaluation, SNDT Women's University, Juhu Campus, Santacruz (W), Mumbai - 400049.
Contact Telephone	022-26615159
Deadline of submission	Wednesday, 18 th May, 2022 upto 04:30 p.m.

Instructions:

Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly visit following website of SNDT Women's University, Mumbai: www.sndt.ac.in

Quotations should clearly mention all Technical Specifications (if any) mentioned in this document.

The quotations are invited for the following products:

Sr. No.	Particulars	Qty. in Nos.
1.	A. Printing of Marksheet – Cut Sheet Size of paper – A-4 (12" x 8") Quality of Paper – 1. 150 GSM Non Tearable Paper 2. Four Color Printing 3. One Colour U.V. 4. Numbering Front Side Including Security Features – i) Micro Text Line ii) High Resolution Border iii) Guilloche Design with Raster Effect iv) U.V. Invisible Ink v) Anti Copy vi) Watermark logo vii) Relief Tint viii) Hidden Image	

Sr. No.	Particulars	Qty. in Nos.
1.	Quantity to be printed as per below specification : A. Cut Sheet Mark sheet 1. 35% (10 Grade) – Cut Sheet printing with back side 2. 40% (10 Grade) – Cut Sheet printing with back side 3. 50% (10 Grade) – Cut Sheet printing with back side 4. Blank Back side – Cut Sheet (As per our Marksheet Sample Specification) + 18% G.S.T Total quantity to be printed as per above specification : While placing the order the actual variable data to print on the backside of the marksheet will be given.	30000 20000 5000 <u>5000</u> 60000

The quotations are invited in two parts under Two envelop System. Technical envelop shall be enclosed and sealed in Envelop No.1. Schedule of Rates shall be filled in and enclosed in Envelop No.2. Both the sealed envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No.1: Technical Bid.

The envelop must contain:

1. Scanned and certified copy of Company Profile of vendor:
Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email-ID, name, signature and seal. In case of partnership firm-name and address of the partners and copy of Partnership Deed.
2. Scanned and Certified GST Certificate and Latest Return. If GST is not applicable then declaration of the same.
3. Scanned and Certified PAN Copy.
4. Scanned and Certified copy of Registration / Shop and Establish Licence / Certified of Dealership / Certificate of incorporation whichever is applicable.
5. Scanned and Certified copy of the work experience certificated from vendors for continuations existing in core business for last five years. (One certificate per year. No purchase order please).
6. Sealed quotations are invited from IBA approved security printers.
7. Scanned copy of list of clients for last five years.
8. Scanned and Certified copy of the tender document with stamp, seal and signature of the authorized representative.
9. Undertaking as Annexure – A.

Envelop No.2: Financial Bid.

The envelop must contain:

The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder. The quotation for printing of marksheet for academic year 2022-2023 in the following prescribed proforma:

- a. Mentioning including all taxes.
- b. If required component wise then format to be given component wise.
- c. Scanned and certified copy of the Annual Audited Accounts of last three years duly signed by the Chartered Accountant **(ITR will not be considered)**.

UNDERTAKING :

I /We have read the terms and conditions of the tender and I / We hereby agree to agree to abide by the same.

Seal of the Tenderer

Signature of the Tenderer

Date :

General Conditions:

The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation. The work order will be issued after visiting the concerned press. Also the vendor should submit the certificate of paper quality report.

Payment: Payment will be done after delivery only and against the satisfaction report of the quality of the Marksheet. No advance will be paid. TDS will be deducted as per rules.

Packaging: It should be packed and boxes should be serially numbered on outside and also the chart should be stick regarding the details of inside the boxes.

Free Delivery: 2nd floor of the Pariksha Bhavan, S.N.D.T Women's University, Mumbai - 400049.

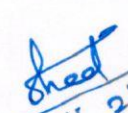
The final quantity may vary at the time of issue of purchase order.

The rate validity will be upto 45 days from the date of submission deadline.

All necessary documents, manuals to be handed over to be concerned department, Juhu campus.

Packing and transport charges, transit insurance will be inclusive in the quoted rate.

Encl.: As mentioned above.


" 2/5/2022
(Dr. Sanjay Shedmake)
Director (Addl Charge),

Board of Examinations and Evaluation

