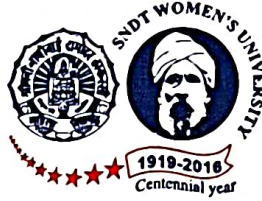


Sir Vithaldas Vidya Vihar, Juhu Road,
Santacruz (West), Mumbai - 400 049.



Subject: Invitation for Quotation of Answer sheets for the academic year 2024-25 for Centre for Vocational & Technical Education in Polytechnic building SNDT Women's University, Juhu Campus, Mumbai.

Respected Sir/Madam,

Quotations are invited from Proprietorship/ Partnership/ Private Limited firms for providing of Answer Sheet for Centre for Vocational & Technical Education. in PV Polytechnic building SNDT Women's University, Juhu Campus, Mumbai.

Name of the Item	Answer Sheets
Venue of Submission	Centre for Vocational & Technical Education, P. V. Polytechnic , SNDTWU Campus, Santacruz (west), Mumbai 400049
To be Addressed to	Director, Centre for Vocational & Technical Education, SNDTWU Campus, Santacruz (west), Mumbai 400049
GST NO.	27AACT52211D1Z0
Contact Number	7777011316 / 022 26608676.
Deadline of sample paper collection	05/09/2024 till 4 pm
Deadline of submission	10/09/2024 till 4 pm

Quotations are invited in 3 envelop system. Sealed envelope no.3 will contain two envelops- Envelop No.1 and 2. Envelop No.1 is technical quotation and it will be opened first and if it contains all the required papers then only the Envelop No.2 containing schedule of rates shall be opened. If it is found that all the papers are kept in one envelop ignoring the instructions given above, the quotation may be rejected.

Envelop No.1 (Technical Bid)

1. Detail Information about organization, Name of the Proprietor, Telephone Number. In case of Partnership firm- Name and address of Partners Gumasta / Shop license
2. Certified copy of GST Registration. (If not applicable Declaration) Is to be attached.
3. Copy of Pancard of Proprietor/Firm
4. Copies of technical specification of all the items
5. Technical Compliance sheet in the format given in Annexure I.

Envelop No.2 (Financial Bid)

1. Duly filled quotation as per specification mentioned in Annexure II.

General Instructions:

1. Rate must be Inclusive of all the charges. Taxes must be mentioned clearly in the quotation.
2. If GST is not applicable, kindly specify it clearly in the quotation and provide declaration.
3. Once a rate is fixed, it shall remain same and must not be subject to escalation whatsoever be the reason during the contract.
4. Vendor should adhere with all the seriousness to the time schedule provided by the institute.
5. Payment will be made after successful completion of the work. No advance payment will be made.
6. Institute reserves the right of canceling the quotation invitation.
7. Successful bidder must adhere to the specifications and standards mentioned in the document.

ANNEXURE I

Name of Item: Answer sheets, Centre for Vocational & Technical Education, PV Polytechnic building SNDT Women's University, Juhu Campus, Mumbai.

TECHNICAL COMPLIANCE SHEET

Item no.	Details of item with specification	Approximate Quantity
1.	Answer sheets 8 pages (04 papers) <ul style="list-style-type: none">• Size: Legal Size• Paper: 70 GSM Printing• Answer sheets strictly as per the sample provided	18000 nos.
2.	Answer sheets 4 pages (02 papers) <ul style="list-style-type: none">• Size: Legal Size• Paper: 70 GSM Printing• Answer sheets strictly as per the sample provided	5000 nos.

***Kindly note that sample paper must be collected from the office. No quotation will be accepted without sample paper.**

ANNEXURE II

Sr. No	Description of Item	Unit Rate	Qty	Total	GST	Grand Total
1	Answer Sheet 4 pages					
2	Answer Sheet 8 pages					