QUOTATION

Sant Gadge Baba Amravati University

To,
Registrar
Sant Gadge Baba
Amravati University,Amravati

Subject :- Offset Printing of Annual Report Books

Ref'nce :- Quotation Notice No. SGBAU/2/Store/227/2026-27 Date 04-11-2026

R/Sir,

With reference to the above I/We----------quote herewith the rates of Offset printing of Annual Report Books, The description mentioned in this quotation form . I/We have accepted your all terms & conditions which is attached with Quotation Form

Sr.No.	Description of Printing	Rate per .	Marathi Annual Report Quanity Rate in Rs. Including All Taxes	English Annual Report Quantity Rate in Rs. Including All Taxes
1	2	3	4	5
a)	**Offset printing of Sant Gadge Baba Amravati University Annual Report (2025-2026) (Tracing or CD Provided by University) Size 1/4 of 18"x23" (8"1/2 x11 1/2") Previous year book can be seen at our store/Devep. Section)**		**120 Books**	**30 Books**
1	Printing of Inner pages one color printing on 70 GSM B.P. White Maplitho paper, Inner pages 250 to 300 approx.	Rate per page		
2	Multicolor printing of Photo pages on 170 GSM Art paper, Multicolor printing, Design, Scanning etc. complet (10 to 12 photos approx)	Rate per page		
3	Sketches : on 70 GSM Maplitho paper Three color printing (2 pages Approx.)	Rate per page		
4	Cover Printing on 300 GSM Art Sheet four multicolor printing (Four Pages)	Rate per page		
5	Cover Design Multicolor Cover Design Scanning etc, Complete (Four pages)	Rate for Lot		
6	Binding Stitching Gathering, etc, complete as per our specimen sample	Rate per book		
7	Full Mat lamination	Rate per book		
8	Computer Plate	Rate Per Plate		

Name of Firm :----------

GST Registration No. : ----------

PAN :

Signature of Vender : ----------

Name of the Authorized signatory :----------

Seal of the Firm : ----------

SANT GADGE BABA AMRAVATI UNIVERSITY
University Campus, Near Tapowan, Mardi Road, Amravati 444602
Phone No. (0721) 2668195, 2668206, 2668158 Ext. No. 237, 240 Fax No. :(0721) 268049, 26682135
Email - arstore@sgbau.ac.in GRAM –AMUNI Website : www. sgbau.ac.in

GENERAL TERMS & CONDITIONS

1)Sealed Quotations are invited from the reputed **experienced Offset Printers/Suppliers for Printing of Annual Report**

2)The completed quotations should be compulsorily submitted at Central Inward Section (GAD) (Main Administrative building at Sant Gadge Baba Amravati University

3) Quotation Duly filled in will be accepted on or before 25-**11-2026** upto 01.00 PM and will be opened **on 25-11-2026** at 04.00 PM in the presence of bidders -&- tender opening committee if possible

4) The University will not accept any quotation **after 01.00 PM on 25-11-2026**. Sant Gadge Baba Amravati University will not be responsible for postal delay, non-receipt of tender documents or loss of documents in transit.

5) The bidder should submit the quotation in single bid envelopes system. While submitting the quotation, bidder shall submit the following documents with price offer (rates) in sealed envelope as under with these terms and conditions. While opening the quotation, following documents are not found in envelope the quotation will be treated as cancelled.

a) Prescribed Quotation Format
b) Copy of GST Registration Certificate
c) Copy of Shop Act Registration, if available
d) Experience Certificate/Order Copy of other firm, if available.

6) a) After sectioned of rates successful bidder shall have to deposit 5% of SD of approved Rates / Total Amount within specific / stipulated period prescribed by University after acceptance of their rates in the form of D.D/Pay Order/Banker Cheque /FDR in favour or Finance & Accounts officer, Sant Gadge Baba Amravati University .

b) The security Deposit of successful bidder will be refunded after satisfactory supply.

c) Failure of the successful bidder to deposit Security Deposit within prescribed time limit shall constitute sufficient grounds for the annulment of the award. In this event the University may make the award to the next lowest evaluated bidder or call for new bids

7) Incomplete quotation not in conformity with our prescribed with our prescribed specifications, terms & conditions will be rejected. University has right to accept/ reject any or all quotation without assigning any reason's.

8) a) Rates should be valid **upto 31-03.2027**

b) The suppliers should quote rates for each article quite independent of the rates of other articles, as it will be the right of the University to accept the offer partially or fully.

9) **No Person or organization submitting tender/quotation should have a interest in any other organization participating in this quotation process. If such direct interest is found. n it will be treated as conflict of interesat and as result both or more quotations/tenders will be rejected. Example : If two firms are submitting quotation/tender for the same project/purchase. the person who is the owner/director/partner/major shareholder of company "X" should not be the same person as the owner/director/partner/ major shareholder of Company "Y". (Enclosed undertaking be submitted with quotation/tender.)**

10) Rates to be mentioned F.O.R. Stores/ Dept. & including all taxes. Transportation etc.

11) The supplier shall supply the ordered goods within the delivery period mentioned in the purchase order. Failing which the penalty @ 0.5 per week shall be charged of order value and shall be deducted from the bill of supplier In case of emergency, Universtiy shall reduce the delivery period and the supplier shall have to deliver the goods within ther reduced delivery period.

12) In case of substandard material, the supplier shall have to replace same within 7 days otherwise penalty @ 0.5% per week shall be shall be charged of ordered value and 2% penalty at the cost of material due to substandard supply. In case of defects noticed duting use of material supplied by the supplier within 4 months from the date of supply order the supplier will require to repair / replace the materials etc failing which the matter ial will be repaired / purchased from another agency and the difference in cost. If any adjusted from the security deposit or other any pending bills of the supplier.

13) University has right to reject any part or full articles if the quality of material is disapproved & will be kept in stores / Dept. At supplier's risk only. It should be replaced at suppliers own cost within seven days.

14) In the event of failure to comply with the supply order the EMD will be forfeited. As well as if suppliers fail to replace the rejected goods in time, we are at liberty to purchase the ordered good from the open market without giving any prior notice & if compelled to purchase at the higher price than your approved rates such losses shall be recovered from the S.D. or any outstanding payment of the bidder.

15) Weight/Quality/Quantity of the materials will be confirmed after our physical checking at our stores/Dept. & if the shortage in any terms is found. Amount will be deducted from the invoice.

16) The terms of payment in advance or through bank will not be accepted

17) No negotiation will be done.

18) Terms of payment : Payment to be made to the supplier will subject to the deduction of taxes applicable at source at the rate in force from time to time and after satisfactory supply.

19) Any dispute arising out of or relating to this enquiry / tender or during the period of contract the decision of Hon'ble Vice-Chancellor shall be final.

20) Right to reject / accept quotation partially or fully is reserved by the University.

Deputy Register (Store)
Sant Gadge Baba Amravati University

I/ We have read carefully and have understood the same in vernacular known to me / us about all the standard Terms & Conditions and I / we hereby agrees to the same and shall abide by them hance this verification

Date.....

Seal & Signature of the Vender
Signature with Stamp of Firm

UNDERTAKING REGARDING OWNERSHIP/DIRECTORSHIP/PARTNERSHIP

(To be executed on plain paper and self signed)

I/We----------

owner/director/partner/major shareholder of company of M/s.----------

hereby declare that myself as a owner/director/partner/major shareholder of company of any other firm has not been participated i this quotation/tender/process

Signature with Stamp

Name----------

Address:----------

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