



**JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY PATIALA**
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

QUOTATION NOTICE

(For Quotation No. JGNDPSOU/Proc./2023/3313 dated. 21/12/23)

Sealed Quotation are invited for the supply of Diaries, Wall Calendars and Table Calendars as per specification upto 01.01.2024 (3:00 PM) in the prescribed format given below duly signed and stamped by registered post:-


S. No.	Description	Unit	Rate per Item (Including all taxes)	Total
1	Diary: •Two colours Faux Racsim for binding. •Style Note- Book Ruled. •Paper 80 gsm with natural colour. •Classic notebook with 200 ruled pages (front and back) for notes. •Smooth and Comfortable handy size. •Archival-quality pages made from acid-free paper-resists damage from light and air. •Cardboard bound cover with Faux Racsim Stitching rounded corners for a finished look. •Integrated bookmark. •Product dimension: 14.5 × 21 Inch. •With Logo and Org. Name print two Side with Golden Ink in Embrose. •Country Origin India.	300		
2	Wall Calendar: •Art Paper 170 gsm with •Product dimension: 20 × 30 Inch. • Multi Colour Printing with Patti	300		
3	Table Calendar: 8.7x7.75 Kapa Board (English Board) 300 GSM Imported Card Sheet, Wiro Binding, Case Paper (Fedrigony Imported) with designing and Printing	200		

Terms and Conditions

1. The sealed quotations in all respects must be reach to the Registrar, Jagat Guru Nanak Dev Punjab State Open University, C/28, adjoining Government Mohindra College, Lower Mall, Patiala, on or before 01.01.2024 through Registered post/Speed post/Courier.
2. The bidder shall strictly abide time schedule given by university for delivery of the material/items as per work order.
3. Validity of the bid is 90 days from the date of opening quotation.
4. Selected bidders are strictly prohibited for subletting the assigned work/work order.
5. Incomplete and conditional Quotation will not be accepted.
6. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
7. Copy of PAN No. (PAN Card) of firm must be attached.
8. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.
9. If the material is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every weeks default. The decision of the University shall be binding on the bidder in this regard.
10. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Registrar JGNDPSOU Patiala. The award of the sole

arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.

11. TDS is applicable as per income tax rules.
12. Rates should be F.O.R. and should include all taxes in r/o supply.
13. Rates should be quoted in prescribed format and these should not be over written.


21/12/2023
Assistant Registrar (Store & Purchase)