



**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH
(NIPER)**

**Sector 67, S.A.S. Nagar (Mohali)
Telephone No. 2214682-87, Fax No. 0172-2214692**

NO.NIPER/PUR/NIQ/2018-19/IND15557

Dated: 08.06.18

NOTICE INVITING QUOTATION

Quotations are invited for the items as detailed below:-

| NIQ. No. | Description of Materials | Qty | Article Specification |
|-----------------|---------------------------------|-------------------|------------------------------|
| 15557 | As per BOQ Attached bellow | As Per BOQ | As per BOQ Attached bellow |

Note: While submitting quotations please take note of the instructions given below. Quotations are liable to be rejected if any of these conditions are not compiled without any correspondence.

- (i) Late/ Delayed tenders are liable to be rejected.**
- (ii) It is mandatory to provide Authorization Certificate from the manufacture, in case of Distributor/Vendor**

We are interested to purchase the items mentioned above, please send your quotation in double cover, the inner cover should be sealed and should indicate (I) Name of the material, (II) reference of this letter and (III) date of opening of Quotation. The outer cover should bear only address without any indication that there is a quotation within. Your quotation should reach Reception Counter in the Secretariat Building of NIPER on or before **04.07.2018** upto 3:00 p.m. to be opened on **04.07.2018** of NIPER.

Late/Delayed tenders are liable to be rejected.

For Indigineous **INSTRUCTIONS**

- We are interested in material either of good quality indigenous manufacture of foreign make, available from ready stock. Any offer to supply of Forward Delivery Basis under suppliers own quota licence will also be considered.
- Your rate should include packing and forwarding charges. The goods should be insured against theft, loss or breakage during transit and insurance charges should not exceed 3% of the cost of material supplied.
- The rates of Sales Tax should be clearly indicated wherever chargeable. Form 'C' & 'D' is not applicable to us.
- Specific mention should be made of whether the delivery will be ex-stock or will have to be imported and how much time will be required for delivery after placing the order
- The date of delivery should be strictly adhered to otherwise the supply order is liable to be cancelled.
- The Director NIPER is a Direct Demanding Officer of the Directorate General of suppliers and Disposals. In case any of the items mentioned overleaf is not the current rate contract list, please quote D.G.S. & D. rate and rate contract number.
- The quotation will be opened in the presence of the representatives, if any of the quoting firms at 3:30 P.M. on the same working day of the last date of receipt of the stores in good condition.
- Our Bankers are State Bank of Patiala, Phase 7, S.A.S. Nagar, Mohali. Payment will be made by crossed Accounts Payee Cheque only after receipt of the stores in good condition.
- The acceptance of the quotation will rest with the Director who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotation received without assigning any reason.

IMPORTANT NOTES :-

- If you are on D.G.S. & D. rate contract, please quote D.G.S& D rate & rate contract number enclosing a copy thereof.
- For an offer of imported material ,please give full break up of your rates supported by S.T.C. formula or your Principal's Invoice/Quotation, as the case may be.
- Please indicate your Permanent Income Tax Number on your Proforma Invoice/Bill.

BOQ

Reference No. with Date _____

Name of Supplier _____

Address with Contact No _____

E-mail: ID _____

Indent No / Date**15557**

| Sr. No | Detailed Specifications of the Items | Make | Qty. | Unit Cost (Each) | GST (if applicable) | Total Value(INR) |
|--------|--------------------------------------|------|-------|------------------|---------------------|-------------------|
| 1 | Supplementary Answer Sheets | | 5000 | | | |
| 2 | Leave Card for MS Students | | 500 | | | |
| 3 | Leave Card for PHD Students | | 200 | | | |
| 4 | Student Personal File Soft | | 500 | | | |
| 5 | Printing of Mid Terms Answer Sheets | | 10000 | | | |

- 1) Proper Letter pad should be used as forwarding letter mentioning Name, Address, Contact Numbers, sales tax no etc.
- 2) Please Provide a copy of your PAN Card and TIN Number /**GST** alongwith this quotation
- 3) Rate should be F.O.R NIPER Mohali

Signature & Seal of Vendor _____**Name** _____**Contact No-** _____**Email-** _____

Mid terms answer sheets

| Sr.NO. | DETAILED SPECIFICATIONS | No. OF PAGES |
|---------------|--|---------------------|
| | NO. OF PAGES FOR ANSWER BOOKLET OF MIDT TERM EXAMINATION | 28 |
| | THREAD STICHING | |
| | WORD "NIPER" TO BE PUNHED WITH DOTTED HOLES ON EACH PAGE | |

SUPPLEMENTARY ANSWER BOOKLET

| | | |
|--|--|----|
| | NO. OF PAGES FOR SUPPLEMENTARY ANSWER BOOKLET | 08 |
| | WORD "NIPER" TO BE PUNHED WITH DOTTED HOLES ON EACH PAGE | |

LEAVE CARDS

| | | |
|--|------------------------------|-------------------------|
| | LEAVE CARD FOR PH.D SCHOLARS | 130 GSM PINK COLOUR |
| | LEAVE CARD FOR MASTERS | 130 GSM GREEN COLOGR |

STUDENT PERSONAL FILE

| | | |
|--|--|--|
| | SOFT FILE WITH CLOTH WEAVING ON BACKSIDE NAME OF STUDENT, REGISTRAION NUMBER, DEPARTMENT, PROGRAMME FIELDS TO BE PRINTING ON TOP RIGHT CORNER OF FRONT PAGE ACADEMIC & EXAMINATION SECTION TO BE PRINTED IN MIDDLE OF FRONT PAGE NIPER LOGO WITH COMPLETE ADDRESS AT THE BOTTOM. THREE PUNCH HOLES ONE AT TOP, ONE IN THE MIDDLE AND ONE ON BOTTOM SIDE TO BE MADE ON BOTH SIDES. FILE WITH GREEN TAG COLOUR OF FILE YELLOW | |
|--|--|--|