



**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: 06.08.2018

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 **29.08.2018** upto 3:00 p.m. to be opened on **29.08.2018** 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 _____

Indent No / Date**15557**

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

Note :

- 1 Please quote the price as per our specification as mentioned .
- 2 Proper Letter pad should be used as forwarding letter mentioning Name, Address, Contact Numbers, GST no etc.
- 3 Please Provide a copy of your PAN Card, Adhar Card, TAN No ,TIN Number and Service Tax / GST No alongwith this quotation

PAN No	
Adhaar No	
Tan No	
Tin No	
Service Tax / GST No	

- 4 Rate should be F.O.R NIPER Mohali

NB- Smaple of each item must be attached with your quotaton to check the quality.

SPECIFICATION AS MENTIONED BELOW**Mid terms answer sheets**

Sr.No	DETAILED SPECIFICATIONS	No. OF PAGES
1	NO. OF PAGES FOR ANSWER BOOKLET OF MID TERM EXAMINATION	28
2	THREAD STICHING	
3	WORD "NIPER" TO BE PUNHED WITH DOTTED HOLES ON EACH PAGE with S.No. 75 gsm Maplitho paper in size 8.5"x11" approx full niper address and niper should written in bilingual language	

SUPPLEMENTARY ANSWER BOOKLET

Sr.No	DETAILED SPECIFICATIONS	No. OF PAGES
1	NO. OF PAGES FOR SUPPLEMENTARY ANSWER BOOKLET	8
2	75 gsm Maplitho paper in size 8.5"x11" approx WORD " NIPER " TO BE PUNHED WITH DOTTED HOLES ON EACH PAGE with S.No. full niper address and niper should written in bilingual language	

LEAVE CARDS

Sr.No	DETAILED SPECIFICATIONS	No. OF PAGES
1	LEAVE CARD FOR PH.D SCHOLARS	130 GSM PINK COLOUR
2	LEAVE CARD FOR MASTERS	130 GSM GREEN COLOGR

STUDENT PERSONAL FILE

Sr.No	DETAILED SPECIFICATIONS	No. OF PAGES
1	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

Full niper address and niper should written in bilingual language

COLOUR OF FILE YELLOW

along with quotation sample of each item must be attached to check the quality.