



# **UNIVERSITY OF KASHMIR**

## **HAZRATBAL, SRINAGAR**

### *Tender Notice For Stationery*

Sealed tenders affixed with revenue stamp worth Rs. 6/- are invited from registered Printers having TIN and PAN in the name of Firm, for undertaking supply of temper proof Security Envelopes (for use packaging of OMR Sheets, Answer Books, Question Papers, Examination related Materials etc. etc.) for the year 2016-17 as per sample available in the Printing & Stationery Section on below mentioned terms and conditions. Tender documents should be accompanied with a fee of Rs. 500 as cost of tender document in the form of University Receipt/ Bank Draft. The details of items along with specification are given in the Annexure Tenders should be addressed to the Registrar, University of Kashmir, Hazratbal, Srinagar, subscribed “Tender for supply of Security Envelopes” and should reach his office upto **3 p.m** of **March 18,2017**

#### **Terms and Conditions**

1. The tenders should be addressed to the Registrar, University of Kashmir, Srinagar and should reach to this office within the stipulated period.
2. The envelopes should be temper proof Security Envelopes with high quality material and the firm should undertake the responsibility about its security features
3. The sealed envelope containing the tender should be superscribed “**TENDER FOR THE SUPPLY OF TEMPER PROOF SECURITY ENVELOPES.**”
4. Each tender shall be accompanied with attested Photostat copies of TIN, PAN in the name of firm and upto date Tax (VAT) Clearance Certificate on the prescribed Form 46 issued by Assessing Authority of the concerned Department.
5. Each tender shall be accompanied by a registered printer certificate alongwith details of installed printing infrastructure;
6. Each tender shall be accompanied with Earnest money of Rs. 20,000/- (Rupees Twenty thousand) in the shape of CDR, Pledged to Registrar, University of Kashmir, Hazratbal, Srinagar.
7. The tenders should be type written/ computerized on printed valid letter-heads of the firm. The tender with over-writings/ cuttings or with additions/alternation shall be rejected. The rates should be quoted both in figures and words, secured with transparent tape. Signature with seal should be affixed on all pages of the tender documents duly covered.

8. Rates quoted should be inclusive of all taxes and FOR Stores of Printing & Stationery Section, University of Kashmir.
9. Conditional or incomplete tenders will not be entertained;
10. In case the approved printer causes unnecessary delay in making the supply or fails to deliver the material as per the order, a penalty depending on merits of each case, shall be imposed on the printer which may include forfeiture of Earnest Money or cancellation of the supply order and the University shall be at liberty to take any other action as it deems fit.
11. No payment shall be made for the supply, if not found as per the supply order, besides imposing of suitable penalty;
12. The rates finally accepted and approved shall remain in force upto the end of financial year 2016-2017 or till the fresh Tenders are floated and rates approved;
13. The university reserves the right to negotiate the rates with the bidders;
14. The university reserves the right to accept or reject any tender in part or full without assigning any reason thereof;
15. In case of any dispute, decision of the Vice-Chancellor shall be final and binding on the parties.
16. The right to appeal will be within the jurisdiction of Srinagar Courts only.
17. A satisfactory report certificate by the concerned (where worked) be attached if worked or approved by the Kashmir University previously.

(Assistant Registrar)  
Printing & Stationery

Above terms and conditions from S.No 1 to 17 are acceptable to me.

Signature of the dealer  
with stamp

No: F (NIT- Security Envelopes) P&S/KU/16-17  
Dated: March , 2017



# **UNIVERSITY OF KASHMIR,** **HAZRATBAL, SRINAGAR**

## *Brief Tender Notice For Stationery*

Sealed tenders affixed with revenue stamp worth Rs.6/ are invited from registered Printers having TIN and PAN in the name of Firm, for supply of temper proof Security Envelopes for the year 2016-17. Tenders should be addressed to the Registrar, University of Kashmir Hazratbal, Srinagar, subscribed "Tender for temper proof Security Envelopes" 2016-17 and should reach to his office upto **3 p.m** of March **18,2017**

Tender document alongwith the details of the item to be supplied is available in the Printing & Stationery Section against the Payment of Rs.500 only in the shape of University receipt and shall also be available on the University website [www.kashmiruniversity.net](http://www.kashmiruniversity.net). Downloaded Tender documents should be accompanied with a fee of Rs. 500 as cost of tender document in the form of University Receipt/ Bank Draft and fresh CDR. For Rs. 20,000/= as earnest money

No.F (NIT-Security Envelopes) P&S/KU/16-17  
Dated: March, 2017

(Assistant Registrar)  
Printing & Stationery

# University of Kashmir

## THE DETAIL/ SPECIFICATION FOR SUPPLY OF SECURITY ENVELOPES IS AS UNDER

<b>S.No</b>	<b>Description of Security Envelopes</b>	<b>size</b>	<b>specification</b>	
1.	Printed Security Envelopes	18"x14"	60 Microns	75 Microns
2	Printed Security Envelopes	16"x13"	60 Microns	75 Microns
3.	Printed Security Envelopes	10"x12"	60 Microns	75 Microns
4.	Printed Security Envelopes	7"x5"	60	75 Microns