

**ALAGAPPA UNIVERSITY**  
(Reaccredited with "A" Grade by NAAC)  
KARAIKUDI 630 003.

Exam/D3/AC&DEW/ Answer booklets /2016 Date: 16.08.2016

**CORRIGENDUM**

The following Corrigendum may be read:

**Technical Bid (Sl.No.8 & 9)**

- The firm should have enough experience in the relevant field and they have to produce evidence of having printed OMR Answer books with data and stitching for atleast three Universities / Higher Educational Institutions.
- The average annual turnover of the company should be Rs.10 crores during the last three years and the same should be certified by competent authority. The tenderer should have been empanelled by RBI / IBA / PRB as registered printers (Evidence to this effect to be furnished.)

Karaikudi  
16.08.2016

Prof.V.Balachandran  
Registrar i/c



**ALAGAPPA UNIVERSITY**  
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**KARAIKUDI**  
**EXAMINATION SECTION**



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**Ref. No. D3/COE/AC & DEW/OMR Answer Booklets/2016**

**Date: 16.08.2016**

SEALED TENDERS under two cover System are invited from reputed firms for the Supply of **OMR Answer Booklet** to the Examination Section of this University, so as to reach the THE REGISTRAR, ALAGAPPA UNIVERSITY, KARAIKUDI 630 003 on or before 3 p.m. on **18.08.2016** and should be superscribed as "**Tender Ref.No. Exam/D3/AC&DEW/Answer booklets/2016** due on **18.08.2016** at 3.00 p.m. The same will be opened by the Registrar or any of his authorized representatives at 5.00 p.m. on the same day in the Registrar's Office in the presence of such of those tenderers or their duly authorized agents who may be present at that time.

### Technical Bid :ó First Cover

- (1) Tender documents duly completed and signed but “**without indicate the rate Quoted**”
- (2) The technical details of the Answer Book Specifications
- (3) Demand Draft for EMD.
- (4) Cost of tender Forms if downloaded from the website.
- (5) Trade Registration certificate from the concerned authority.
- (6) Latest Income Tax clearance certificate / copy of PAN Card / TIN Number.
- (7) Latest VAT / S.T. clearance certificate.
- (8) The firm should have enough experience in the relevant field and they have to produce evidence of having printed OMR Answer books with data and stitching for atleast three Universities / Higher Educational Institutions.
- (9) The average annual turnover of the company should be Rs.10 crores in the last three years and the same should be certified by competent authority.  
The tenderer should have been empanelled by RBI / IBA / PRB as registered printers (Evidence to this effect to be furnished.)
- (10) If the firm is having an ISO certificate, it will be an additional advantage at the time of technical bid.

### Price Bid : - Second Cover

- (1) Second Cover should contain the following Details of Rates, Taxes, Duties, Discounts if any quoted by the Bidder should be submitted.
- (2) Any Documents in support of Price Bid of the two covers would be put up in one sealed single cover.

2.(i) The prices quoted should be in Indian Rupees / Foreign Currency and should include sales tax, central excise and customs duty if any, freight to destination and levies and should be for delivery at Alagappa University, Karaikudi 630 003.

(ii) The tenderers are requested to quote their VAT tax registration number without fail. In respect of Inter-State sales from öDö declaration will be issued wherever the concessional rate of Central Sales Tax is applicable provided always it is hereby agreed and declared that in case when the University has doubt whether the sales tax is at all payable on the transaction in question the University is hereby authorized to with hold the amount of tax until the party produces an order of the court of competent jurisdiction, declaring the liability of the transaction to öVATö.

(iii) Ownership of materials shall rest with the supplier until the same is delivered to this University in good condition.

3. Every tender should be accompanied by an **EMD of Rs.76,140/-** through Demand Draft drawn in favour of The Registrar, Alagappa University payable at Karaikudi. The fact of remittance of EMD should be superscribed on the outer cover of the tender. Tender covers without such superscription will not be opened. The deposit of successful tender which will carry no interest will be refunded only after the satisfactory completion of the supply of materials ordered and audit of accounts thereto. Request from firms for waiver of tender deposit will not be considered. No adjustment from the amount due to tendered will be permitted to be treated as deposit for this tender. Tenders without EMD will not be considered. Registered small scale Industries who provide evidence of existence from competent authorities will be exempted from payment of EMD. In respect of unsuccessful tenders, the EMD will be released immediately after finalization of tender. Failure to execute the supply order will result in forfeiture of the E.M.D. and the supplier will bear the additional cost if any to be borne by the University.

4. No communication from any tenderer adding to\ altering or explaining any terms of the tender will be considered after the opening of the tenders by the Registrar. If any tenderer withdraws his tender after the tenders are opened, his tender deposit is liable to be forfeited. Supplies should be effected within the delivery period quoted with tendered rates, failing which the tender deposit of the successful tenderer will be forfeited, and the order placed also cancelled at their risk and cost. Conditional offer such as subject to prior sales etc. are liable to be summarily rejected.

5. The Registrar, Alagappa University, Karaikudi reserves the **right to accept or reject any tender** either partly or wholly without assigning any reason thereof.

6. The quantity mentioned are only tentative and are liable to be added or subtracted.

7. No suit or any proceedings in regard to any matter arising in any respect under this contract shall be instituted in any court in the District Munisif Court or Sub Court at Sivaganga. It is agreed that no other court shall have jurisdiction to entertain any suit or proceedings even though part of the cause of the action raise within their jurisdiction. In case of any part of cause of action arises within the jurisdiction of any of the court in TamilNadu and not in the Court of Sivaganga then it is agreed to between the parties that such suits or proceedings shall be instituted in a Court within TamilNadu and no other court outside TamilNadu shall have jurisdiction even though any part of the cause of action might arise within the jurisdiction of such Courts.

8. The successful tenderer should arrange to supply of OMR Answer Booklet as per terms of the accepted tender. Full payment will be made to the supplier only after the receipt of the materials at site in good condition and after making necessary tests. Any loss or damages in transit should be made good by the supplier free of cost. The advance payment will not be made under any circumstances. Defects in manufacture if any detected at any time should be rectified free of cost.

9. The decision of the Registrar is final in respect of defective tendered quantities given in the tender are subject to alternation at the time of placing orders by the University.

10. The successful tenderer should produce income-tax clearance certificate. In the case of partnership firms, this should be produced for each of the partners and the firm.

11. THE TENDER SHOULD BE VALID FOR A PERIOD OF 90 DAYS FROM THE DATE OF OPENING.

12. Only parties who agree to abide by the above terms and conditions may send tenders and submission of tenders against this specification would signify such acceptance of the above terms and condition by the tenderers.

13. Tenderer should specifically note that their tenders are liable to be summarily rejected, if

- i. the rate is not F.O.R.destination.
- ii. Complete technical details of the products are not sent with the tender.
- iii. Validity period is not indicated.
- iv. EMD is not remitted.
- v. Tender without the signature of the authorized person.

14. Detailed specifications of the answer booklets required are enclosed.

**Answer Book Specifications**

Book Size	:	21 Cm x 29 ½ Cm [÷A4ø Size]
Pages	:	44+2
Cover Page	:	2 colour printing on page 1 with automatic machine and horizontal perforation at designated place.
Inner Page	:	1 colour printing with University logo watermark (light) and micro text with page numbering.
Paper	:	60gsm A Grade Paper.
Binding	:	Center pin / Glueing.
Stitching	:	Machine thread stitching along the spine (minimum 5 stitches per inch) using good quality thread.
Quantity	:	Supply lot size would be determined by the University.
Packing	:	Good carton boxes containing 100 answer booklets each.
Delivery time	:	6 weeks from date of order at Alagappa University, Karaikudi.

Price Validity : 90 Days  
EMD : Rs. 76,140/-  
Tender Document Fee: Rs. 15,000 + (VAT 5%) Not refundable

- Note:** 1. The variable data and the barcodes are very sensitive in the books so the barcodes must be printed in high quality laser printing and any deviation will lead to rejection of tender / material.  
2. Paper should be maplitho and of AØ grade mill.  
3. The Answer Book must be compatible to E-Numbering Machine available for result processing.  
4. An EMD i.e. Rs. 76,140/- through a Demand Draft drawn in favour of The Registrar, Alagappa University and payable at Karaikudi should accompany the tender. Last date for receipt of tenders is **up to 03.00 p.m on 18.08.2016.**

**PURCHASE OF OMR ATTACHED ANSWER BOOKLETS**

Sl.No.	Name of the Item	Quantity RequiredNos.
1.	Customised A4 size 46 pages Ruled OMR sheet attached (First Page) Answer Booklets	9,00,000