Office of the Controller of Examinations  
Aligarh Muslim University, Aligarh

**R - 4172/CC**  
**6.10.18**

**Tender Notice**

D. No.: XM/31 /Accounts  
Dated: 05/10/2018

Dear Suppliers,

Sealed quotations are invited for the Blank Answer Books for the Session 2018-19 on the Terms and Conditions printed over-leaf. Quotation should reach in the Office of the Controller of Examinations, A.M.U. Aligarh on or before 20/10/2018 by 04:00 am/pm.

<table>
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<th>S. No.</th>
<th>Approximate Quantity Needed</th>
<th>Particular/specification</th>
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| 1.     |                            | **Blank Answer Books ‘A’ 24 Pages**  
Approximate Quantity: 2.5 Lac.  
- Size 30cm X 21cm or 28.5cm X 22.5cm  
- Paper ML70Gsm Bindal.  
- Thread Stitching,  
- Printed Title Cover,  
- Numbering of each page (01 to 22) except cover page,  
- Serial No. on each Answer Book (Sr, No, start from ________),  
- Punch Hole (upper left side in corner),  
- Punch Mark (Perforation) of AMU on every Answer Book (all pages),  
- 19/20 line ruling on every page with 2cm margin on left side. |
| 2.     |                            | **Blank Answer Books ‘B’ 16 Pages**  
Approximate Quantity: 02 Lac.  
- Size 30cm X 21cm or 28.5cm X 22.5cm  
- Paper ML70Gsm Bindal.  
- Thread Stitching,  
- Printed Title Cover,  
- Numbering of each page (01 to 16) except cover page,  
- Serial No. on each Answer Book (Sr, No, start from ________),  
- Punch Hole (upper left side in corner),  
- Punch Mark (Perforation) of AMU on every Answer Book (all pages),  
- 19/20 line ruling on every page with 2cm margin on left side. |

Note: Quantity may vary as per requirement.  
Paper sample should be enclosed along with the quotation.

Controller of Examinations  
A.M.U, Aligarh
INSTRUCTIONS TO SUPPLIERS / TERMS & CONDITIONS

1. Tenders supported with supplier’s details sealed in envelop /cover and addressed to the Controller of Examinations, Aligarh Muslim University, Aligarh – 202002

2. Supply should strictly be in accordance with the Specification given in the supply order. The articles not found according to the specification or are damaged, will not be accepted and the supplier will be liable to remove the same from the University Campus, otherwise, University will not be responsible for safe custody of it. The cost of returning of the same shall be borne by the supplier.

3. In case of failure to execute the supply within stipulated period or in case of sub-standard supply, the University will have the right to black-list such supplier.

4. For supply of goods after the stipulated period, a regular sanction of extension of the period by the competent authority is necessary.

5. Any increase in the rates during the course of supply shall not be acceptable.

6. The incidental expenses such as package, carriage, railway freight, forwarding and insurance etc. will be borne by the firm/supplier.

7. Payment shall be made against bill which should be forwarded in duplicate.

8. Rate quoted should be net after allowing all discounts and inclusive GST.

9. All disputes will be settled in Aligarh Court only.

10. The tender will be accepted from only those suppliers who have valid GST Numbers and the copy of the same may also be submitted with the tenders.

11. Tender must reach in the Office of the Controller of Examinations, Aligarh Muslim University, Aligarh – 202002 on or before 20/10/2018 by 04:00 am/pm.

12. The University reserves the right to accept or reject all or any of the tender(s) without assigning any reason thereof.

Controller of Examinations
Aligarh Muslim University, Aligarh