

R-5082/CC
9.4.18

Controller of Examinations
A.M.U. Aligarh

Office of the Controller of Examinations
Aligarh Muslim University, Aligarh

Tender Notice

D. No.: XM/ 024 /Accounts

Dated: 06.04.2018

Dear Suppliers,

Sealed quotations are invited for the Blank Answer Books for 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 20.04.2018 by 12:00 noon.

S. No.	Approximate Quantity Needed	Particular/specification
1.	Quantity varies as per our requirement. Samples and Answer Book Serial Nos. are also provided by Copy Section (Controller's Office, A.M.U. Aligarh).	Blank Answer Books 'A' 24 Pages Approximate Quantity: 2.5 Lac. <ul style="list-style-type: none">• Size 30cm X 21cm,• Paper ML70Gsm.• 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. <ul style="list-style-type: none">• Size 30cm X 21cm,• Paper ML70Gsm.• 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.

Controller of Examinations
A.M.U. Aligarh

K-2018/100

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 tenders 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 20.04.2018 by 12 :00 am/pm noon**
12. The University reserves the right to accept or reject all or any of the tender(s) without assigning any reason thereof.
13. Technical and financial bids are to be submitted separately.

**Controller of Examinations
Aligarh Muslim University, Aligarh**