

**OFFICE OF THE CONTROLLER OF EXAMINATIONS  
ALIGARH MUSLIM UNIVERSITY  
ALIGARH**

D.No. XM / 991 /Acctts.

Dated: 19/09/2014

**QUOTATION NOTICE**

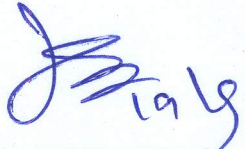
1. Sealed quotations are invited for supply of the Answer Books required to conduct the Sessional Test / Mid Term Examinations. Kindly quote lowest rates for the supply of above referred copies as per specification given below:
  - a) 12 pages
  - b) Printing on 60 GSM rolled paper
  - c) Staple Pin 02
  - d) Emblem with out Quranic version
  - e) Size of the copy 18 x 22/4
2. The Controller of Examinations, AMU reserves the right to Select / Reject the quotation on the basis of the quoted terms & condition.
3. Interested firm may send the sealed quotation to the Controller's Office, AMU, Aligarh.
4. Quotation must clearly indicate the terms and conditions and percentage of taxes etc. to be paid. The quotation in the sealed cover must reach to this Office on or before 30/09/2014.

  
Controller of Examinations  
A.M.U, Aligarh

19/9/14

## Terms and Conditions

1. Goods should be dispatched F.O.R. Copy Section, Controller's Office A.M.U., Aligarh.
2. Goods should dispatch in the name of the **Controller of Examinations, A.M.U., Aligarh.**
3. The articles which are not found according to the specifications given to the supplier or are damaged will not be accepted and the supplier will be liable to remove the same from the University campus within a week from the date of rejection after which the University will not be responsible for the safe custody thereof. The cost of returning shall be borne by the supplier.
4. Goods must be supplied by immediately otherwise the order shall be treated as cancelled. For goods supplied after the stipulated period must be supported with regular sanction of extension of the period by the competent authority.
5. Any increase in the rate during the course of supply shall not be accepted unless confirmed by this office.
6. The incidental expenses such as package, carriage, railway freight, forwarding and Insurance etc. will be paid by the Firm/Department.
7. In case of outstation supplies, the documents are sent through bank.
8. Payment shall be made against bill which should be forwarded in triplicate.
9. Certificate 'D' of Central Sales Tax duly filled in is enclosed for obtaining necessary concession in the Central Sales Tax.

  
**Controller of Examinations**  
A.M.U, Aligarh 