



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA

16 MILE, SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL

DISTRICT SHIMLA, HIMACHAL PRADESH-171014

Ph. 0177-2779802, 0177-2779803, Fax: 0177-2779802

Website: <http://hpnlul.ac.in>

HPNLU/Quotation/2023/57

Date:17-10-2023

TENDER NOTICE (RATE CONTRACT)

This limited tender notice invites quotations ,for supply and printing of the pamphlets, posters , flex banners ,etc with the images for a period of the one year till 31.03.2024 as below mentioned details . Sealed quotations affixed with the revenue stamps with rupees Rs 5/- only for Himachal Pradesh National law University, Ghandal, Distt Shimla. The same quotations will be received at the office of the Registrar, HPNLU, Shimla during office hours up to 01:00 PM on or before 30-10-2023.

Sr. No.	Item Description	Size	Rates to be quoted
1	Multi -color wall Poster (Single Side)	18*22, 15* 20	Per poster
2	Multi color Pamphlet (both sides)	A4 Sizes	Per pamphlet
3	Cloth banners	6*4	Rates to be quoted per Sft.
4	Flexes with the iron stand	Different sizes as per the requirement	Rates to be quoted per Sft.
5	Flexes without the iron stand	Different sizes as per the requirement	Rates to be quoted per Sft.
6	Rubber stamps and self ink stamps	(per line/ letter)	Rates to be quoted per line/ letter

Tenderer is advised to go through the following terms and conditions carefully before filling the tender up the tender form .Any tender which is not in the conformity with the instructions, or which is incomplete is liable to be rejected.

Terms and Conditions:

1. Quotations can be submitted in two different envelopes :

Envelope 1 : the quotation should be accompanied by the EMD of Rs 3000/- (Three Thousand Rupee) in the shape of the cheque or the demand draft from the reputed bank in the favour of the Registrar, HPNLU, Shimla and also the complete NIT against the demand draft/ Cheque of Rs 500/- (non refundable) in the favour of the Registrar, HPNLU, Shimla . EMD of the unsuccessful bidders shall be refunded after the allotment of work .

Envelope 2 : Rate Quotations along the declaration to fulfill the allotment of the work .

- The rates should be quoted as shown against the item and should be inclusive of GST/taxes or other charges extra as applicable.The tenderer should quote their rate including taxes if any , transportation, handling charges, labour charges etc
- The sealed envelope should bear the following 'superscription' on the top:"**The Registrar, Himachal Pradesh National Law University, Ghandal , 16 Mile Shimla- Manali National Highway, Shimla**".
- The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof. The quantity will be supplied as per the requirement from the time to time . printing material should be prepared as per the specification of the supply order .



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Eligibility criteria of the agency is as follows :

- a) Each Firm must have **GST Registrations, PAN Card**. A copy of the same must be submitted along with the Quotation/Tender.
 - b) Agency should have a local office with in Shimla (Himachal Pradesh)
 - c) Annual turnover of the rupees should be 2 lakh during the last year .
 - d) Tenderer should disclose the income tax return and GST return of the last 3 years
5. Any indulging in malpractice or adopting unfair means will be barred from working with the University.
 6. Govt. Notified Statutory Dues to be deducted from the bill.
 7. Selected agency should have to signed the rate contract agreement for the printing and supply of the above mentioned items till the date of 31.03.2024 on the stamp paper of Rs 100/- .

**Sd/-
Registrar
HPNLU, Shimla**