

**SHORT TENDER NOTICE FOR THE PURCHASE OF STATIONARY ITEMS**

**(IPRO/No./NSC/DRS/2022-23/1665**

**Date: 21.07.2022)**

RVSKVV, Gwalior invites sealed short tenders in **SINGLE STAGE, TWO ENVELOPE METHOD**, (Techno-Commercial in one envelope and Financial Bid in another envelope) on behalf of Organizing Secretary, 11<sup>th</sup> National Seed Congress – 2022, RVSKVV, Gwalior for stationary items for the 11<sup>th</sup> National Seed Congress – 2022.

It is specified that the Bids are being invited on **Limited Tender basis** from reputed firms. The Bidder should be located in Gwalior only, where the work should be carried out. The supplier must have experience in similar type of work with Central/ State Government Undertaking or other reputed organizations. The tenders complete in all respect should be **tendered by registered/ speed post so as to reach on or before 3<sup>rd</sup> Aug, 2022** at the following address the tender opening date will be **5<sup>th</sup> of August, 2022**:

To

The Director research Services  
Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya  
Raja Pancham Singh Marg, Near Akashwani  
Gwalior – 474002 (M.P.)

**Terms & Conditions**

1. Demand Draft of Rs. 1,000/- in favour of “National Seed Congress-2022.” payable at **Gwalior** as tender Fee.
2. Demand Draft / Pay order of Rs. 10,000/- in favour of “National Seed Congress-2022.” payable at Gwalior as Ernest Money Deposit.
3. Copy of valid GST Regn. No. / Certificate self -attested.
4. Copy of Permanent Account Number (PAN) self -attested.
5. Copy of Registration certificate of the firm.
6. One sample of each items for evaluation
7. Copy of one Invoice or work order or purchase order or any other proof as regard to supplying of such type of items with value of minimum Rs. 1,00,000/-(One Lakh) or above.
8. All pages of this tender with signatures and stamp as acceptance to tender terms & conditions.
9. All the required items should be supply on or before given date
10. Sole responsivity of any kind of damage, physical defect will be the supplier only. The replacement of such defected items shall be done by supplier within given period.
11. The purchaser has reserved the right of cancellation of tender process at any stage without any information.
12. One envelops will contain the Technical Bids with the required documents on which “TECHNICAL BID” must be write on upper margin. Second envelop contains financial bid on which “FINANCIAL BID” then both the envelop put into the one envelops and sealed carefully prior to send it.

**Signature of owner with seal**

**Director Research Services**

*Handwritten signature and date: 25/7/22*

**11<sup>th</sup> National Seed Congress-2022, RVSKVV, Gwalior**

**TECHNICAL BID**

The following documents are required to be submitted along with the Techno-commercial Bid (all self-attested copies):

Firm Name .....

Address: .....

Contact details: .....

1. All pages of this tender with signatures and stamp as acceptance to tender terms & conditions.
2. Demand Draft of Rs. 1,000/- in favour of “**National Seed Congress-2022.**” payable at **Gwalior** as tender Fee.
3. Demand Draft / Pay order of Rs. 10,000/- in favour of “**National Seed Congress-2022.**” payable at Gwalior as Earnest Money Deposit.
4. Copy of valid GST Regn. No. / Certificate self -attested.
5. Copy of Permanent Account Number (PAN) self -attested.
6. Copy of Registration certificate of the firm.
7. Audited annual turnover with profit and loss and balance sheet of last 3 years. The turn over should be minimum Rs.10 lakh in each year for last 3 years.
8. Copy of at least one Invoice or work order or purchase order or any other proof as regard to supplying of such type of items to this university/ any Govt. department with value of minimum Rs. 1,00,000/- (One Lakh) or above in each year for last 3 years.
9. Declaration on firm’s letter head about non-backlisted from any organization.
10. At least one sample of each item for evaluation

**Date:**

**Signature of owner with seal**



11<sup>th</sup> National Seed Congress-2022, RVSKVV, Gwalior

FINANCIAL BID

S.N.	Item	Specification	Approximate quantity	Rate per piece (in rupees)	GST rate @ %
1.	ID Card	Size 54×85mm Environmental – Friendly PP Material Surface dull Published. Transparency design of two sides More fashionable and comfortable	500		
2	ID Card Dori	Good quality fabric/nylon made dori having width of 1.8 cm and 45 cm length and one steel lock along with Printing on entire length	500		
3.	Diary	Hi Bright 70 GSM Paper Single Line Ruled Heavy Duty & Durable Poly Cover Wire Binding for Convenience Smooth Corner Rounding Cover Pages-160 Size: 10" ×7" (25.0×17.8cms) With Print of Mono & Matter	500		
4.	Pen	Jetter Classic Classic Model with futuristic Design Slim Look	500		
5.	Memento	Size :22cm height, Width 14 cm, good quality wooden item with golden plated front including printing charges of matter provided by this office at the time of issuing of supply order.	500		

Note: Quantity may be increased/decreased

**Terms & conditions if any:**

- 1.
- 2.
- 3.

**Date:**

**Signature of owner with seal**

