

NIQ No. IISERBpr/NIQ/Admin/2024-25/01

Date: October 17, 2024

NOTICE INVITING QUOTATIONS

Indian Institute of Science Education and Research (IISER), Berhampur, is an autonomous Institute established under Ministry of Education, Government of India. Quotations are invited from prospective bidders for supply of Design, Translation and Printing of annual report 2023-24. All prospective suppliers are requested to submit their quotations on or before the end date/time of submission in the following ways:

- By speed post to reach the specified address / drop the sealed quotation in tender box kept at the Security Desk of Institute.
- By email to purchase@iiserbpr.ac.in. The scanned soft copy (pdf) of the quotation should be password protected. The password will be obtained from the suppliers at the specified time of opening of NIQ. The unprotected soft copy of quotation may be rejected.

The sealed envelope should be duly super-scribed OR the subject of email providing soft copy of the quotation should be as follows: **"Quotation for supply of Design, Translation and Printing of annual report 2023-24 vide NIQ No. IISERBpr/NIQ/Admin/2024-25/1 dated October 17, 2024"**

GEM GARPTS No.	GEM/GARPTS/17102024/9C4JYUAJ4NWR
Indent No.	IISERBPR/2024-25/RO/B0054/02 dated 14/10/2024
NIQ No.	IISERBpr/NIQ/Admin/2024-25/01
NIQ Date:	October 17, 2024
Brief Description of the item to be procured	Design, Translation and Printing of Annual Report 2023-24 (Specifications as per Annexure- 1)
Quantity	50 (Fifty)
Delivery Period (Days/weeks):	Within 02 weeks from the release of Purchase Order
Delivery Location:	IISER Berhampur Transit Campus, Berhampur 760010
Estimated value	₹ 1,32,300/-
NIQ Submission End Date & Time of submission	October 24, 2024 at 15.00 hrs
NIQ Opening Date, Time & Venue	October 24, 2024 at 15.45 hrs (Store & Purchase Office)
Delivery:	(i) FOR IISER Berhampur (ii) LD Charges @0.5 % per week for late delivery.
Payment Terms.	100% payment after delivery and installation
Address for submission of NIQ:	The Stores & Purchase Officer IISER Berhampur, Transit Campus, Govt. ITI Building Engineering School Road Berhampur – 760010 Through email: purchase@iiserbpr.ac.in (strictly as per the above directive)
Award of Contract:	The bidder who quotes the Lowest amount shall be awarded the contract
Warranty (Onsite)	N/A
For technical Clarifications please contact:	Shri. Korada Manjunath Sr. Asst. Registrar E-mail: kmn@iiserbpr.ac.in
NIQ Inviting Authority:	Stores and Purchase Officer for and on behalf of Director, IISER Berhampur Tel. No.0680 2227-728/709


 17/10/2024
Stores & Purchase Officer

Annexure-1

Technical Specifications

(NIQ NO. IISERBpr/NIQ/Admin/2024-25/01 dated October 17, 2024)

Sl.No.	Scope of work	Quantity Required	Compliance (Yes/No)
1	• Design, Translation and Printing of annual report 2023-24 (Hindi and English combined) • Size 8.5" x 11" • Pages: 160 • Cover: 300 GSM Art board with gloss lamination on cover pages • Inside :130 GSM Art Paper • Print: All through Multi color • Binding: Perfect with section swing	50	


17/10/2024.
Stores & Purchase Officer

QUOTATION FORMAT

Ref : IISER Berhampur, NIQ No. _____ Dt. _____

Name of the Firm: _____ Name of Proprietor _____

Address _____

Quotation No. _____ Dt. _____

Mob No. _____

E-Mail: _____

GSTN. _____

Registration /License No. _____

PAN No. _____

Brief description of the material to be supplied: -

Sl.	Description of item	Qty	Unit Price	Discount Offered	GST %	Total cost with GST
1	Design, Translation and Printing of annual report 2023-24	50				
Total Rs.						

(a) All above prices are F.O.R. IISER Berhampur.

(b) 100% Payment will be made after delivery and installation within 30 days from date of supply and installation.

(c) Validity of quotation 30 days (e) Delivery period _____ (days/weeks)

(f) Warranty details _____

(g) Bank Account Details: Name of A/c Holder _____

Bank Name _____ A/c No. _____

IFSC _____

Certified that I Hereby accepted all terms and conditions of NIQ under reference.

Seal of the firm _____

Signature _____