



"Say Yes to Life/Say No to Drugs"

Ch. Sarwan Kumar Himachal Pradesh Krishi Vishvavidyalaya, Palampur  
"DIRECTORATE OF EXTENSION EDUCATION"

No.QSD/9-10/DEE-/Store/CSKHPKV/Vol-III/- 4157-66

Dated, Palampur, the: 18/10/24

NOTICE INVITING QUOTATIONS

Sealed quotations are invited from the bidders for writing pads, as per the following specifications & conditions which should reach in the office of Directorate of Extension Education, CSKHPKV, Palampur on or before 04.11.2024 by 05.00 P.M. You are requested to quote your rates for the purpose in sealed envelop to be addressed in the name of Director Extension Education, CSKHPKV, Palampur. The quotation may please be sent by post or by hand as per detail given below:-

SR.No	Descriptions/ Specifications	Qty	Remarks
1.	Writing pads: - 1. Size - 22X14 cm. 2. Cover page - Art paper -300 GMS. single colour face print CSKHPKV with University insignia. 3. Paper quality - 64 GMS 4. Pages - 50 leaves (100 pages). ruled both sides 5. Binding - Spiral 6. Back Cover - Grey board - 24 ounce. pages	10,000 nos	Rate may be quoted per Pad

TERMS & CONDITIONS:-

1. The rates are F.O.R. University CSKHPKV, Palampur.
2. The rate quoted should be inclusive of all the charges.
3. GST may be shown separately in the NIQ.
4. The quantity of material can be **increased/decreased**.
5. The rate quoted should be strictly according to the specifications stated as above.
6. On the covering envelop "Writing pads (Size- 22.0X14 cm, Face print CSKHPKV with University insignia, 50 leaves (100 pages), ruled both sides" should be written.
7. The undersigned reserves the right to accept or reject the quotations without assigning any reason.
8. The quotations shall be opened on **05.11.2024 at 11.00 A.M.** in which the bidders can remain present.
9. The payment will be made after satisfactorily inspection report of the material to be conducted by the Inspection Committee so constituted for the purpose by the University and passing the bill from the audit.
10. There should be no condition of Advance payment.
11. The validity period of quotations should be for six months from the date of opening the quotations.
12. If the total value of the for Writing pads exceeds Rs.1.00 Lakh, the quotation should be accompanied with an earnest money i.e. @ 2% of the estimated value of goods in the shape of F.D.R. duly pledged in the name of Comptroller, CSKHPKV, Palampur. The earnest money if any, already deposited/lying in the office of the undersigned will not be considered for current quotation. **The quotation without EMD will not be considered.**
13. If the total value of the for Writing pads exceeds Rs.1.00 Lakh, the Performance security @ 5% of the whole amount of the total supply will be obtained from the successful bidder before placing the supply order. The earnest money already deposited shall form part of performance security.

Yours faithfully,

  
Director Extension Education  
CSK HPKV, Palampur

Copy to:-

1. Dr.Lav Bhushan, S/I ATIC, DEE, CSKHPKV, Palampur w.r.t. his office letter No. Nil dated 16.10.2024 for information.
2. **The Incharge, UNS, CSKHPKV, Palampur with the request to upload the same in the University Website for publicity.**

  
Director Extension Education  
CSK HPKV, Palampur