



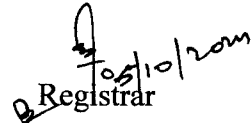
MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003
No-6267MSCBU-19011/3/2022-STORE SEC-MSCB Date: 05-10-2024

TENDER NOTICE

Scaled two-bid tenders are invited from Original Equipment Manufacturers (OEM)/Authorized Dealers/Partners for “**Printing and Supply of different types of Forms**” of MSCB University, Sriram Chandra Vihar, Takatpur, Baripada-757003, Odisha in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents. Details of the specification and requirement is available in University website <https://www.nou.nic.in/tender.htm>

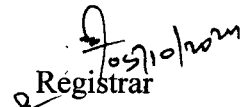
It is required to deposit Rs 2000/- (Rupees Two Thousand) only towards Tender fee in shape of D.D. in favour of “Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University”, payable at Baripada. The tender papers must reach the office of the undersigned with EMD of 2 % of the cost or Rs 5000/- (Rupees Five Thousand) only whichever is higher, to be drawn in favour of “Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University”, Payable at Baripada and submitted through Speed Post / Regd. Post/ Courier at the office of the Registrar, MSCBU on or before dt. 04.11.2024 by 5:00 PM and the quotation will be opened on dt. 07.11.2024 at 11:30 AM by the Tender Committee in the presence of the parties or their authorized representatives. The authority reserves the right to accept / reject any or all tenders without assigning any reason thereof and will not be responsible for any postal delay.

By order of Vice-Chancellor


Registrar
MSCB University
Dated: 05-10-2024

Memo 6268 /MSCBU,

Copy forwarded to the P.A. to Vice-Chancellor/P.A. to Registrar/Comptroller of Finance/ Notice Boards/ Controller of Examination for information and necessary action.


Registrar
MSCB University
Dated: 05-10-2024

Memo 6269 /MSCBU,

Copy forwarded to Professor-in-charge of University website with request to upload the same in the University website for wide circulation and information of public.


Registrar
MSCB University



MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003
TENDER PAPER

PRINTING AND SUPPLY OF DIFFERENT TYPES OF FORMS OF MAHARAJA
SRIRAM CHANDRA BHANJADEO UNIVERSITY, BARIPADA.

Dealing with Printing and Supply of different types of forms of Maharaja Sriram Chandra Bhanjadeo University, Baripada are eligible to participate in the Tender. They are required to deposit Rs 2000/- (Rupees Two Thousand) towards tender fee in shape of D.D. in favour of "Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University", payable at Baripada.

They are required to deposit minimum 2% of the total cost of the quoted items or Rs 5000/- (Rupees Five Thousand) whichever is higher, in shape of DD drawn in favour of Comptroller of Finance, MSCB University, payable at Baripada towards Earnest Money Deposit (EMD) along with valid GSTIN Certificate at the time of submission of Tender papers. The University authority reserves the right to reject part or all quotations without assigning any reason thereof.

LIST OF ITEM AND SPECIFICATION

Sl no.	Name of the Articles	Specification	Quantity intended
1	Confidential form no. 14 (Acceptance of paper setter)	GSM: 70 Size: A4 (21 cm x 29.7 cm)	10000
2	Confidential form no. 12	GSM: 70 Size: Legal- 22cm x 36cm	10000
3	Confidential form no. 13 (Instruction to paper setter)	GSM: 70 Size: A4 (21 cm x 29.7 cm)	10000
4	For use in Press/Office form	GSM: 70 Size: A4 (21 cm x 29.7 cm)	10000
5	Writing of question form (Plain sheet)	GSM: 70 Size: A4 (21 cm x 29.7 cm)	20000
6	T.A Bill form	GSM: 70 Size: A4 (21 cm x 29.7 cm)	10000
7	Remuneration Bill form	GSM: 70 Size: Legal- 22cm x 36cm	20000
8	Statement of accounts for return of matriculates	GSM: 70 Size: A4 (21 cm x 29.7 cm)	1000
9	Form no. 1 (Registration Form)	GSM: 70 Size: A3(29.7cm x 42cm)	1000
10	Confidential-IV (for appointment as examiner) form (BOS)	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
11	Admission accounts Register form	GSM: 70 Size: A3(29.7cm x 42cm)	2000
12	Form of application for issue of duplicate	GSM: 70	1000



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SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003

	Grade sheet/Mark Sheet/ Provisional Certificate	Size: A4 (21 cm x 29.7 cm)	
13	List of persons fit to be considered for appointment as question paper setters for the examination of 200	GSM: 70 Size: A4 (21 cm x 29.7 cm)	1000
14	Subject statement Form no. 3	GSM: 70 Size: A4 (21 cm x 29.7 cm)	1000
15	Students statistics (PROFORMA-A)	GSM: 70 Size: Legal- 22cm x 36cm	1000.
16	Confidential-1 form no. 25 Report of unfair means for all examination	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
17	Memo form exam. conf. form no. 22/99	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
18	Student attendance	GSM: 70 Size: A4 (21 cm x 29.7 cm)	5000
19	Confidential Board of Conducting Examiner letter form	GSM: 70 Size: Legal- 22cm x 36cm	1000
20	Form of Undertaking	GSM: 70 Size: A4 (21 cm x 29.7 cm)	1000
21	Board of Conducting Examiners (Confidential)	GSM: 70 Size: Legal- 22cm x 36cm	1000
22	Absentee statement	GSM: 70 Size: A4 (21 cm x 29.7 cm)	5000
23	Practical mark foils form	GSM: 70 Size: Legal- 22cm x 36cm	5000
24	Acceptance of Examination assignment	GSM: 70 Size: A4 (21 cm x 29.7 cm)	5000
25	Undertaking (Proforma-1)	GSM: 70 Size: A4 (21 cm x 29.7 cm)	5000
26	Scheme of valuation	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
27	Statement of answer book valued	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
28	Requisition for verification of addition of marks secured at University Examinations	GSM: 70 Size: A4 (21 cm x 29.7 cm)	5000
29	Question moderation form	GSM: 70 Size: A4 (21 cm x 29.7 cm)	500
31	Remuneration to invigilator/ clerk/menials form	GSM: 70 Size: Legal- 22cm x 36cm	1000
32	Owner slip and money receipt	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
33	Log book/tour particulars of officers/employees	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
34	Preparation of valuation of answer script bundle	GSM: 70 Size: Legal- 22cm x 36cm	10000
35	Daily accounts of answer scripts valued	GSM: 70 Size: A4 (21 cm x 29.7 cm)	10000
36	Identity card for zonal valuation programme	GSM: 70	2000



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		Size: A6 (10.5 cm x 14.85 cm)	
37	Chief examiner report (Confidential form no. 11)	GSM: 70 Size: Legal- 22cm x 36cm	1000
38	Examiner report form (Confidential form no. 16)	GSM: 70 Size: Legal- 22cm x 36cm	5000
39	Daily attendance sheet for valuation	GSM: 70 Size: A4 (21 cm x 29.7 cm)	2000
40	Report form for observer/flying squads	GSM: 70 Size: Legal- 22cm x 36cm	2000
41	Report of board of conducting examiners form	GSM: 70 Size: Legal- 22cm x 36cm	2000
42	Relieving order form	GSM: 70 Size: Legal- 22cm x 36cm	2000
43	Application for enrolment of candidates for PG and M.Phil Examination	GSM: 70 Size: Legal- 22cm x 36cm	2000

TERMS AND CONDITIONS

1) Due regard shall be given to the following factors in addition to the evaluated price of the material under consideration.

- i) Efficiency and running cost
- ii) Durability of material
- iii) Reliability and guarantee of quality
- iv) Technical qualifications, financial standings and general reputations of the supplier.

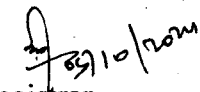
2) Orders will be placed by us when required.

3) Delivery should be made within 4 weeks from the date of receiving the order failing which penalty @1% of the order will be imposed for each week of delay or part thereof.

4) The rate finalized by this tender shall remain valid ordinarily during the financial year. However, MSCB University reserves the right to go in form fresh tenders on the basis of the market condition.

5) Payment will be made after supply of the item/completion of order. No part payment shall be entertained.

6) Financial bids will be considered only after fulfilling the technical bids.


Registrar,
MSCB University.