



INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

PIT Building, Inside Govt. Polytechnic Campus;
Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105
Phone No. 0183- 2820034

Ref No. IIMASR/NIQ/2021/226

Date: - 23.04.2021

Sub: - Notice Inviting Quotations (NIQ) for designing, printing & supply of "Degree certificates" to IIM Amritsar.

E-Quotations are invited on IIM Amritsar e-Tender portal for designing, printing & supply of "Degree certificates" to the IIM Amritsar. It should be uploaded on IIM Amritsar e-Tender portal by 12.00 PM. on or before 30-04-2021. It shall be opened on the e-Tender portal on the same day, i.e. 30-04-2021 at 12.30 PM. Quantity and specification of the items are mentioned in **Annexure A**.

TERMS & CONDITIONS

1. Offer must be legible, clear and free from overwriting and cutting. The bid should be in the prescribed format, failing which proposal will be treated as incomplete. Incomplete/conditional submissions are liable to be rejected.
2. The Invitation is open to all registered suppliers who are having PAN/GST number and Bank A/c Number in their firm/agency name.
3. This office reserves the right not to accept the lowest quotation without assigning any reason for the rejection.
4. The bidder should provide a blacklisting related certificate **Annexure B**.
5. The bidder shall provide the complete correspondence address, contact number and alternate number and email id.
6. If the misprinting/mistakes will be found in the supplied certificates the supplier should replace it without any extra cost.
7. The sample designs may be requested from IIM Amritsar. Vendor will have to produce the final design of the certificate first, once the design is approved by the Institute then only the vendor shall make the final items.
8. Any other charges, such as packing and forwarding, delivery charges, sales tax, etc. if any, should be included in the quoted price.


Dr. Simrandeep Singh Thapar
Administrative Officer



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Annexure A

Sr. No	Name & Description of items	A/u	Total quantity	Unit Rate Estimated	Total
1	Certificates (Degree and gold medal) (A4 size, Natural Evaluation white(NEwhite) 280GSM paper, Single Side, 04 color printing, blind embossing, with color logo and gold imprinting/ foil	Nos	154		
Total					
GST @ _____					
Grand Total					

Date:

NAME, SIGNATURE & SEAL OF THE BIDDER



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Annexure B

CERTIFICATE

(To be provided on the letterhead of the firm)

I hereby certify that the above firm/agency neither blacklisted by any Central/State Government/ Public Undertaking/Institute nor is any criminal case registered/ pending against the firm or its owner/ partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above agency may be summarily terminated and the firm blacklisted.

Authorized Signatory Date:

Name: Place: Designation: Contact No.:

Seal

