कुमारभास्करवर्मसंस्कृत-पुरातनाध्ययनविश्वविद्यालयः
কুমাৰ ভাস্কৰ বর্মা সংস্কৃত আৰু পুৰাতন অধ্যয়ন বিশ্ববিদ্যালয়
Kumar Bhaskar Varma Sanskrit & Ancient Studies University
Namati-781337 Nalbari
Website:www.kbvsasun.ac.in :: Email Id:kbvsasun@rediffmail.com

No: KBVS&ASU/U-TENDER/21/2023/514 Date:26/10/2026

NOTICE INVITING QUOTATIONS

Quotations are hereby invited from bonafied and experienced vendors regarding Quotation for "***Printing & Numbering of Answer Script Cover Page and Additional Sheet***" for KBVS and A S University, Nalbari Namati, Nalbari-781337,Assam. The Bid should be submitted in two Bid systems in two separate sealed envelopes i.e. **TECHNICALBID** and **FINANCIAL BID**. The University reserves all the rights to reject any or all the tenders without assigning any reason.

"Printing & Numbering of Answer Script Cover Page and Additional Sheet"

1	Date of Publishing of Quotations	26/10/2026
2	Last date of Bid submission	02/11/2026 up to 11:00 AM
3	Publication of Quotation	www.kbvsasun.ac.in (website)
4	Place of Bid Submission	Office of The Registrar, Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati, Nalbari-781337,Assam
5	Place of Bid Opening	VC's conference Hall, Ground Floor, Administrative Building, KBVS&AS University
6	Opening of Sealed Envelope for Technical Bid (**Master Envelop** and **Envelope –A**)	02/11/2026 at 2:00 PM
7	Opening of Financial Bids (**Envelop –B**)	02/11/2026 at 3:00 PM

The farms/contractor/agency will have to pay non-refundable Rs. 500/- (rupees Five hundred) only at account branch through online payment mode and enclosed the money receipt to participate in quotation.

Payment Accepted Here

The Quotation Documents can be downloaded from the University website. For further details, visit "www.kbvsasun.ac.in". All are requested to attend on the day of tender opening. Any further clarification including corrigendum, amendments, time extension, etc. to the above tender will be posted in the website only. Bidders are therefore requested to visit the University website regularly.

Sd/-
Registrar, i/c

Copy to:
1. O/o the Vice Chancellor
2. O/o Accounts Branch
3. Notice Board
4. Office File

Sd/-
Registrar, i/c

TWO BIDS SYSTEM:

"TECHNICAL BID" must be sealed in Envelope marked '**A**' and "**FINANCIAL BID**" in Envelope marked '**B**' and both the Envelopes duly sealed are to be put in another Envelope marked as "**MASTER ENVELOPE**".

Please note that all the envelopes shall be sealed/ intact condition and bidder shall clearly indicate the name & address of their firm on all the envelopes.

The **MASTER ENVELOPE** duly sealed shall be super scribed "***Printing & Numbering of Answer Script Cover Page and Additional Sheet***" and has to be addressed to The Registrar, Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati-781337 Nalbari, Assam.

"**ENVELOPE-A"/TECHNICAL BID** shall be opened first which shall contain following essential documents specified as under:

(i) Technical Bid
(ii) GST Registration Number along with documentary proof.
(iii) PAN number with documentary proof.
(iv) Unconditional Acceptance Letter (Annexure-A)
(v) Experience Certificate

The price for the work must not be written in this bid. If any price information is provided in Technical bid, bid is liable to be rejected.

"ENVELOPE-B" shall contain **Financial Bid** only and no other documents have to submit in this envelope (which shall be opened after scrutiny of the required documents of **Envelope-A**.

Opening of Financial Bid(s) : It may be clearly noted that offer(s)/quotation(s) is not accompanied by all or any of the documents asked for **Envelope-A** such quoted/offer may be rejected by the Authority and their Financial bid (**Envelope-B**) will not be opened.

(i) The "**Financial Bid**" should contain the price of all the line items in the prescribed format given in **Annexure-B**.

(ii) The price quoted in the Annexure-B should be inclusive of all taxes, cess, entry tax and other charges as applicable excluding GST for supply and delivery at site. No additional payment will be made other than the quoted amount.

(iii) It may be clearly understood and noted that the 'Price bid' document is for pricing alone. No condition, whatsoever, should be stipulated in this part. Everything the Bidder has to say, other than pricing, should be stated only in the Technical bid. If any conditions are stipulated in the Price Bid (Annexure-B), it is liable to be rejected.

(iv) Quotations once submitted shall be final and no amendment shall be permitted. One bidder shall submit only one Quotation.

(v) In case of any clarification, following Dealing Assistant of KBVS&AS University may be contacted: Samar Jyoti Baishya, Mob. No. 8876765240.

Terms and Conditions

a) The Quotations will be opened by the **Tender Committee** in presence of bidder's representative, if available. Only one representative will be allowed to participate in the tender opening. In the event of the due date of receipt and opening of the tender being declared as a holiday for the University, then the due date of receipt/opening of tender will bethe next working day at the same time.
b) The bidder should submit their hard copies of the tender documents only through registered post/by hand in the tender deposit box. The sealed envelopes should be clearly indicating "**QUOTATIONS** for "***Printing & Numbering of Answer Script Cover Page and Additional Sheet***".
c) **NO BID DOCUMENT WILL BE ACCEPTED BY EMAIL.**
d) The Firm should sign at the bottom space of all pages of document.
e) If any item is delivered in damaged condition, should be replaced with new ones immediately.
f) If the items damaged or defect during the time period of warranty/ guarantee (whichever is applicable), the Supplier should be replaced within two working days with his/her own cost.
g) Payment will be made subject to the work satisfaction and availability of fund.
h) GST registration certificate and PAN to be enclosed by the bidders.
i) The items must be supplied within stipulated date and time of placing orders.
j) The rate should be inclusive of taxes.
k) The bidder should furnish attested copies of all the documents.

Terms of Disqualifications

The University reserves the right to reject bids in the following cases:
a) If the Bids are received after due date and time.
b) If the Bids not accompanied by all requisite documents.
c) If the Bids not substantially responsive and does not meet our requirements.
d) If the bidder submits the bid specifying his own terms and conditions.
e) Information submitted in technical bid is found to be misrepresented incorrect or false.

Sd/-
Registrar, i/c
KBVS&AS University, Nalbari

ANNEXURE-A

UNCONDITIONAL ACCEPTANCE LETTER

(To be submitted in "Envelope-A" only in applicant's letter head)

To, Date:.....

The Registrar
Kumar Bhaskar Varma Sanskrit and Ancient Studies University
District: Nalbari
Assam-781337

Sir,

1. The Notice Inviting Quotation (NIQ) for "***Printing & Numbering of Answer Script Cover Page and Additional Sheet*****"** have been provided to KBVS&AS University and I/we hereby certify that I/we have inspected the site and read the entire terms and conditions of the NIQ made available to me/us, which shall form part of the contract agreement and I/we shall abide by the conditions/Clauses contained therein.

2. I / We hereby unconditionally accept the NIQ conditions of KBVS&ASU in NIQ documents in it's entirely for Preparation of Printing & Numbering of Answer Script Cover Page and Additional Sheet.

3. The contents of NIQ have been noted wherein it is clarified that after unconditionally accepting the NIQ conditions in it's entirely, it is not permissible to put any remarks / conditions in Price bid except in Technical bid document.

4. That, I have not paid and will not pay any bribe to any officer of KBVS&ASU for awarding this contract at any stage during its execution or at the time of payment of bills.

5. That if any officer of KBVS&ASU ask for bribe / gratification, I will immediately report it to the appropriate authority of KBVS&AS University.

Yours faithfully,

(Signature of the Bidder)
Seal/Stamp of vendor

Name:

Address:

Mob.:

Email:

To,

The Registrar

Kumar Bhaskar Varma Sanskrit and Ancient Studies University

District: Nalbari

Assam-781337

FINANCIAL BID

Performa for Rate Quotation

PRINTING & NUMBERING OF ANSWER SCRIPT COVER PAGE AND ADDITIONAL SHEET

Sl. No.	Items	Qunty.	Details Specification	Rate per Unit	Total Amount
1	**Answer Script Cover Page Printing and Numbering**	***25,000 pages***	*Full Page one side printing in 9.3 KG/70 GSM Demy Paper with numbering*		
2	**Additional Sheet Printing and Numbering**	***1,00000 pages***	*Half Page one side printing in 9.3 KG/70 GSM Demy Paper with numbering*		
3	**Blank Page**	***1,00000***	*9.3 KG/70 GSM Demy Paper with numbering*		
				Total Amount	

(Signature of the Bidder)
Seal/Stamp of vendor

Name:

Address:

Mob.:

Email:

Date: