

RAJASTHAN TECHNICAL UNIVERSITY, KOTA (RAJASTHAN)
RMCAAT - 2008
QUOTATION FORM

Tender No. RTUK/F (43)/RMCAAT-2008/

Date:

S. No.	Description of Item	Unit	Qty.	Rate Per Unit (in figure)	Rate Per Unit (in words)
1.	<p>Typesetting Composing, printing of Application form sets RMCAAT – 2008 consisting of –</p> <p>a) Information Booklet on A4 size, 60gsm orient white sheet approx.12 inner pages (06 Leaves) printed with black ink and page number on each page. The cover will be printed in single color on a 90gsm art paper. All the pages including cover page must be wire stitched in the form of a booklet. Serial number (same as of application form) is to be printed on the cover page.</p> <p>b) One set of Admission Application Form on 100gsm map litho paper of white color. Number of pages in the application form is 08 (4 Leaves) as per enclosed sample. Page number on each page and serial number as that of OMR sheet to be printed on front page.</p> <p>c) One OMR Sheet with each application form of legal size on 110gsm paper. A4 size portion of this sheet will be printed as OMR on both side (as per sample enclosed) and remaining portion of the sheet will be tearable to obtain photograph and signature of the candidate. The anchor point must be clear and sufficiently large. The serial number as that of admission application form to be printed on OMR and on the tearable portion as well. The serial number has to be bar coded also on both the portions of the OMR sheet.</p> <p>d) One acknowledgement card will be on 150gsm card sheet 9 x14 cms size printed on both side with single color. Serial no. as that of admission application form to be printed on one side of each card.</p> <p>e) 01 (one) Envelope (inner) size 10"x12" non tearable 120gsm craft paper printed on one side with single ink. Serial number of admission application form shall be on envelope.</p> <p>f) 01 (one) Envelope (outer) size 10"x12" non tearable 100gsm craft paper printed on one side with single ink. Serial number of admission application form shall be on envelope. All the forms, envelopes etc. are to be</p>	Each set of application form	2200 Nos.		

	<p>put into this outer envelope.</p> <p>Thus the set consist of one information booklet, 08 pages admission application form, 01 OMR sheet with a detachable flap for signatures and photograph, 02 Nos. of envelopes (outer & inner) & acknowledgment card.</p> <p>Serial number of the entire document in a set must match.</p> <p>The forms are to be delivered at destinations as per details enclosed in Table – 1.</p> <p>The paper used should be of HPC /JK/Ballarpur/ORIENT make only.</p>				
2	<p>Typesetting, composing & printing of Student OPTION FORM for RMCAAT – 2008</p> <p>a) Instruction leaflet printed on the back side of OMR as per the sample. 01(one) OMR sheet to accommodate as per details with serial number and bar code on a 110 gsm paper of A4 size.</p> <p>b) Envelopes: 01No. size 10”x12” non tearable 120gsm craft paper printed on one side with single ink. Serial number of Option form shall be on envelope.</p>	Each set	1400 Nos.		
3	<p>a) Increase/decrease in cost of each additional/reduction of leave (60 gsm) in the booklet.</p> <p>i) One Side Printing</p> <p>ii) Both Side Printing</p> <p>b) Incremental Cost of each OMR sheet A-4 size with S.No. & Bar code printed both side.</p> <p>c) Incremental Cost of each OMR sheet legal size with S.No. & Bar code (at two places as per above) printed both side.</p>				

Terms and conditions:

1. The entire work shall be awarded to one party only.
2. Booklets of the examinations conducted in the previous year are enclosed for reference. However the gsm/no. of sheets etc. mentioned in the tender document are required.
3. The Bidder must have experience of printing such forms in such quantities at least twice in two preceding years or in the immediate past year.
4. The successful bidder has to show the proof and get it approved before final printing.
5. The application forms have to be made available latest within 10 days of issue of purchase order at all the distribution centers. List of distribution centers is given in Table – 1. The option forms (item no. 2) have to be supplied to coordinator RMCAAT at RTU Kota on or before 31st May 2008.
6. **The number of pages mentioned is only the expected number. In case of variation in pages, the cost will be adjusted by using the item number 3.**
7. The printer has to obtain receipts from distribution centers of having delivered the forms in indicated quantity. These have to be enclosed with the bill for processing of payment.

8. Payment: After the satisfactory and complete supply of material as per specification.
9. No payment shall be made for application forms found defective/damaged during distribution.
10. Order for all the items will be placed upon one party only which will be decided on the basis of total cost of all the items.
11. Successful bidder will have to submit agreement security deposit @5% of the total cost within 03 (three) days of receipt of letter of intent.
12. Coordinator reserves right not to order any item at any stage.
13. Penalty and other conditions will be as per GF & AR II, rule 68.
14. In case of any dispute arising shall be decided by the Hon'ble Vice Chancellor, RTU and shall be final & binding on all the parties.
15. For downloaded tender documents, it is required that vendors must refer to samples available at RTU, Kota. Demand Draft of tender fee should also be attached with downloaded tender document.
16. All legal matters will be subject to KOTA jurisdiction only.

LIST OF DISTRIBUTION CENTRES (Table 1)

S.No.	Name of Bank	Place	Phone No.	Phone No.	No. of Forms
1	PNB, Dadabari, Kota	Kota	0744-2500965	0744-2500657	300
4	PNB, Johari Bazar, Jaipur	Jaipur	0141-2565822	0141-2567534	200
2	PNB, Bapu Nagar, Jaipur	Jaipur	0141-2717063	0141-2717064	200
3	PNB, Chopasani Road, Jodhpur	Jodhpur	0291-2613903	0291-2616858	300
5	PNB, Kachahari Road, Ajmer	Ajmer	0145-2431225	0145-2429696	200
6	PNB, Shivaji Park, Alwar	Alwar	0144-2731092	0144-2731823	150
7	PNB, Rani Bazar, Bikaner	Bikaner	0151-2544206	0151-2546973	200
8	PNB, Chetak Circle, Udaipur	Udaipur	0294-2529175	0294-2529501	200
9	PNB, Birbal Chowk,	Sri Ganganagar	05644-223915 9414026322	05644-225482	200
10	PNB, Rajendra Nagar,	Bharatpur	0154-2470128 9414092569	0154-2480344	150
11	Coordinator, RMCAAT-2008,	RTU, Kota	0744-2473907	9414420606	100

I have gone through the tender document and shall abide by the terms and conditions of the tender

Place
Date

Signature
Seal