



The Islamia College of Science & Commerce

NAAC Accredited Grade 'A'
UGC -Autonomous, Affiliated with University of Kashmir
Hawal, Srinagar, Jammu & Kashmir -190002

No. ICS/1060-63/L-14

Dated:08-09-2021

EXPRESSION OF INTEREST FROM REGISTERED SUPPLIERS FOR PRINTING AND SUPPLY OF BANNERS/ HOARDINGS AND RELATING ITEMS FOR THE ACADEMIC SESSION 2021-22

An Expression of Interest is invited from registered firms/agencies for the printing and supply of Flex / Banners etc., with Images and Printing for a period of one year from the date of approval as per below mentioned details. The rates of each item should be inclusive of GST, FOR College.

SPECIFICATION:-

S.NO	ITEM	RATE TO BE QUOTED
1.	Cloth Banners	Per sqft.
2.	Flexes with iron stand	Per sqft.
3.	Flexes without iron stand	Per sqft.
4.	Flex Hoardings	Per sqft.
5.	Vinyle ACP Sheets	Per sqft.
6.	Vinyle Sun Boards	Per sqft.

ELIGIBILITY CRITERIA OF AGENCY IS AS FOLLOWS:

1. The intending firm/ agency should be a registered firm having past experience of supplying publicity material with Government Departments/ Institutions.
2. Interested parties should have DTP work and Printing machinery, to this effect "Self-Declaration" has to be enclosed by the EOI.

All other terms and conditions will be available on college website: islamiacollege.edu.in

The undersigned reserves the rights to accept or reject any or all EOI without assigning any reason thereof.

Principal

TERMS & CONDITIONS

Intending parties are advised to go through the following terms and conditions carefully before filling up the EOI. Any EOI which is not in conformity with instructions, or which is incomplete is liable to be rejected.

01. The quantity of Banners/ Flexes & size etc., will be supplied as per the requirement from time to time.
02. The Intending parties should quote their rate (including taxes, if any, transportation, handling charges etc. including service tax)
03. Intending Parties have to quote their rates against item specified in the EOI only provided for that purpose. The rates are to be quoted in words and figures against the unit i.e. per sqft., and properly cello taped. Corrections will not be entertained & Over writing to be avoided. The rates quoted in words will be taken as final, in case of any discrepancy in figures and words.
04. Principal of this College reserves the right to extend the tender for a period of One year on the same Rates, Terms & Conditions.
05. Each Intending Party must be accompanied by EMD of Rs.2,000- (Rupees Two Thousand Only) in the form of CDR pledged to Accounts Officer, Islamia College of Science , Jammu & Kashmir.
06. EMD of the Un-successful party will be returned after successfully finalization of the EOI on production of an advance Stamped receipt along with a written request.
07. No interest will be paid on Earnest Money Deposit (EMD)/Security Deposit (SD).
08. Printing material should be prepared as per the specifications to be provided by the College time to time upon requirement.
09. Printing material which is not in conformity with specifications is liable for rejection at the risk, cost and responsibility of the supplier.
10. Printing material should be supplied to the office within 24 to 48 hours from the date and time of intimation as per the necessity and requirement.
11. If any party withdraws his EOI bid before finalization of the EOI, his EMD will be forfeited without any notice.
12. EOI must be super-scribed as "EOI FOR PRINTING, SUPPLY OF Banners / Flex WITH IMAGE AND TEXT PRINTING at Islamia College of Science & Commerce, Srinagar.
13. The LAST DATE for receipt of the EOI in a sealed cover is 18-09-2021 upto 03:00 p.m.
14. The EOI received after due date and time will not be entertained.
15. The EOI Schedule has to be signed on all the pages by the intending parties or by his authorized signatory with proof of authorization.
16. The Principal of the College, reserves the right to reject any or all the EOIs without assigning any reason there of and the decision of the Principal, Islamia College shall be final and binding on all the intending parties.
17. The evaluation criteria of EOI will be based on the lowest rates/offers of the quoted items of printing and supply of Banners / Flexes with images and Text printing.

18. The Successful party has to submit an agreement on Rs. 100/- stamp paper with the Department for the contract period.
19. The Security deposit will be returned after expiry of the EOI period. If the period of the EOI is extended beyond one year after finalization of the EOI by any reason, the security deposit will be refunded only after the expiry of the extended period and also after warranty period.
20. In case any party / supplier violates the terms and conditions, the Security Deposit will be forfeited.
21. Payment will be released only after the successfully completion of job and after the receipt of Negative/Positive or CD as and when demanded by the College and the printed material in good condition and to the satisfaction of College Administration. Supply in piece meals shall not be accepted.
22. If the supplier does not deliver the item within given stipulated time, then the EMD will be forfeited.
23. Rates during the contract period will not be revised. In case supplier fails to supply the items/Banners/ Flex etc., his EMD will be forfeited.
24. Documents to be enclosed: 1. CDR for EMD, 2. Self-declaration certificate 3. Samples of Paper 4. Copy of PAN, 5. Copy of VAT/ Registration with TIN Number. 6. Proof of having DTP work and Printing Machinery. 7. Income Tax return of last three years.

Signature of Intending Party