

## Association of Indian Universities

AIU House, 16, Comrade Indrajit Gupta Marg (Kotla Marg),  
New Delhi-110002

Admn/Paper/17-18  
November 17, 2017

Subject: Quotations for supply of printing papers

Dear Sir/Madam,

The Association of Indian Universities (AIU) intends to purchase two types of printing papers as per list enclosed on the following terms and conditions:-

- i) The items mentioned in the enclosed list are as per requirement of the Association. Interested suppliers may quote for one or more items. They will be considered only for those items for which they will quote;
- ii) Tenderers may quote their unconditional **lowest rates per ream/unit** only strictly as per list enclosed;
- iii) The supplier will be responsible for in-time delivery of the goods in good condition at AIU House, New Delhi/other specified place in Delhi at his own risk and cost;
- iv) The estimated value of the paper being purchased would be to the tune of Rs.10 Lakhs (approximately).
- v) All the items mentioned in the list should be genuine, of highest quality and of the branded company. If the material supplied is found to be of substandard quality, the same will be returned and the Association will not be responsible for any loss to the concerned supplier for such supply. Moreover, such suppliers may be penalized including the blacklisting of the concerned firm by the Association.
- vi) **Sample of the papers** should invariably be enclosed while submitting the quotes. **Serial Number, Name, Specification and Rate** should be mentioned on each sample of paper for easily identifying the paper. Interested parties may approach **Mr. N.C. Nath, Section Officer (Publications & Sales)** for specimen of requisite papers.
- vii) **Printing paper mentioned at Sl.No.1 as per list enclosed is preferred to other printing paper.**
- viii) Please ensure to make a specific mention in your bid to the effect that the terms and conditions mentioned above are acceptable to your firm in full;
- xi) The Association reserves the right to accept or reject any or all the quotation in full or part without assigning any reason. The decision of the Association in this regard shall be final and binding on all. It shall not be obligatory on the part of the Association to accept the lowest quotation and no explanation shall be given with regard to reason for rejection of quotation of any bidder; and
- x) Bidders shall not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.

If the above terms and conditions are acceptable, quotations in a sealed cover superscribed "QUOTATION FOR PURCHASE OF PRINTING PAPERS" may be sent/dropped in the Tender Box, kept at the Reception Counter of the Association at the address given above, latest by 28<sup>th</sup> November, 2017 upto 3.00 p.m.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'E. Sampson David', written over a horizontal line.

E. Sampson David  
Joint Secretary (Admn.)  
Tele. No. 23230059

Association of Indian Universities  
List of Types of Printing Papers

S.No.	Paper Quality & Mill	Size & Wt/GSM	Qty	Rate (per Ream) Exclusive of GST
1	BIANCOFLASH: Master (Natural White) – Imported (23"x36"/70 Gsm) OR (As per the availability)	23"x36" (70 Gsm)	600 Reams (approx.)	
2	Sunshine Super (Ballarpur)	23"x36" (70 Gsm)	600 Reams (approx.)	