



# भारतीय राजमार्ग अभियन्ता अकादमी

(सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)

## Indian Academy of Highway Engineers

(Ministry of Road Transport and Highways, Govt. of India)

A-5, Sector-62, Institutional Area, NH-24 Bypass, Noida-201301, UP, India

Tel 0120-2400085-86, 2405006-9, Fax 2400087

Email: [iahe.training@gmail.com](mailto:iahe.training@gmail.com), Website: [iahe.org.in](http://iahe.org.in)

All communications to this office should be addressed to the Director by designation and not by name

IAHE/Admin/17/Consumables NIQ/2014-15

21 July 2017

### Notice Inviting Quotations (NIQ)

To,  
As per list identified  
through Internet/ local enquiry  
& web site of IAHE

**Sub: Printing & supply of training material to Indian Academy of Highway Engineers (IAHE), Noida.**

Sir,

Your quotation may be submitted to Director in sealed envelope so as to reach by **11.08.2017, 14:00 hrs** in the format as given at **Annexure-I** (in the **letter head of agency**) as per the following terms and conditions for **Printing & supply of training material** to IAHE. In the quotation, the letter number and date of this NIQ may be mentioned.

### Terms & conditions

1. The Agency submitting quotation should have valid PAN and GST registration number. Agencies are required to submit proposals in 2 covers. The **first cover** shall contain a copy of PAN Card, GST registration certificate and Security Deposit of Rs. 25000/- in form of Demand Draft/Bankers Cheque of a scheduled bank drawn in favour of Indian Academy of Highway Engineers payable at Noida along with one sample of each item mentioned in Annexure-I of NIQ. The **second cover** shall contain the Financial Quote/ Quotation as given at Annexure-I. The first cover shall be opened at first and agencies who have submitted copy of **PAN Card, GST registration certificate and Security Deposit of Rs. 25000/- in form of Demand Draft/Bankers Cheque drawn in favour of Indian Academy of Highway Engineers payable at Noida** along with one sample of each item mentioned in Annexure-I of NIQ shall be eligible for opening of the second cover i.e. the cover containing the Financial Quote, **subject to the submitted samples of items mentioned in the Annexure-I of NIQ are as per available sample/specifications and approved by the designated selection committee of IAHE.** The work shall be awarded to the firm submitting the **lowest Financial Quote on Grand total price.** Both the covers should be enclosed in a third cover superscribing "Quotation for Printing & supply of training material in response to IAHE's NIQ bearing no. **IAHE/Admin/17/Consumables NIQ/2014-15 dated 21 July 2017**".

2. All the items shall be of approved brand/ make and as per sample available in IAHE as mentioned in Annexure-I of NIQ. **Prospective bidders are encouraged to inspect the samples for proper understanding the scope of work before submitting the quotation.** A pre bid meeting shall be held at 11:00 AM on 27.07.2017.

3. The acceptance of the sample shall be at the sole assessment of the Committee of IAHE constituted for this purpose.

4. The rates quoted shall be valid upto 31.03.2018. In case IAHE requires more quantities during the validity period then the agency will be bound to supply additional quantities at the same rate.
5. The rates quoted should be inclusive of freight etc. excluding taxes and supply should be to the site in the Campus of IAHE, A-5, Sector-62, Noida, U.P. **Tax shall be paid by IAHE to the Agency as per item wise prevailing rate of Govt.**
6. Supply should be completed within thirty days (30) days after issue of supply order. **In case the agency fails to complete the supply with in specified period, than the security deposit is liable to be forfeited.**
7. Rates for all the items (mentioned in Annexure-I of NIQ) must be quoted by the agency/ firm. If any agency/firm fails to quote the rate of any items, his quotation shall be considered as incomplete and shall be rejected. Evaluation will be done on the basis of Grand total price.
8. Security deposit of bidders except lowest bidder is returned in original to the bidder's not later than 15 (Fifteen) days from the date of opening of financial proposal. **The security deposit of the successful firm (lowest bidder) will be released after 31.03.2018. Security deposit is liable to be forfeited, if the successful bidder failed to supply items as per IAHE's requirement upto 31.03.2018.**
9. Any bid not accompanied by security deposit and documents, as mentioned above, shall be rejected by the Academy as non-responsive.
10. The IAHE shall not be liable to pay any interest on the security deposit and the same shall be interest free.
11. Payment shall be made through cheque or NEFT/RTGS within seven days of satisfactory supply of these items. Details of Bank A/c (name of account holder, nature of account, account number, bank name/ branch) shall be specified in the quotation.
12. In case any item is found defective, the same should be replaced with new one forthwith.
13. **If any disputes arise due to dealings between the successful bidder and IAHE here to or on account of interpretation of any term of this contract or otherwise due to this contract then the same may be decided by mutual consent otherwise the decision of Director, IAHE will be final and binding to the successful bidder.**
14. IAHE reserves the right to cancel the NIQ even after receipt of quotations without assigning any reason.
15. Quotation shall be submitted to Director in sealed envelope superscribing "IAHE/Admin/17/Consumables NIQ/2014-15 dated 21 July 2017" so as to reach by 11.08.2017, 14:00 hrs.

Yours faithfully,



(Sunil Kumar Gupta)  
Deputy Director (Training)

Format should be on the letter head of the agency submitting the quotation

Letter No.

Dated:

To  
 The Director  
 Indian Academy of Highway Engineers (IAHE)  
 A-5, Institutional Area  
 Sector-62, Noida (UP)

Sir,

Please find our quotation with request to your NIQ bearing no. IAHE/Admin/17/ Consumables NIQ /2014-15 dated 21 July 2017.

Sl N o	Item details	Quantities	Rate per unit in Rs inclusive of freight excluding taxes	Total amount
1.	Certificate Folder of size 9 inches x 24 inches – two folds externally marvel ten colour Rexine with hard card board (star make), internally transparent sheet (two pocket sides for inserting Certificate & Photo) and printed IAHE logo and texts (in golden colour). As per Sample available in IAHE.	2000 Nos		
2.	Spiral writing pad of A-5 size pages, 80 pages, back cover of 400 GSM hard card board sheet, front cover of 300 GSM matt finish with digital printing of logo and texts (in multi-colour). As per Sample available in IAHE.	3000 Nos		
3.	CD (moserbear make) with Sticker pasted and good transparent plastic cover with jali inside. Logo and texts (in multicolour) digital printing. As per Sample available in IAHE.	3000 Nos		
<b>Grand Total (Rs.)</b>				
Total quoted amount Rs...../- (in words..... .....only). I accept all the terms and condition stated in the NIQ issued bearing no. IAHE/Admin/17 /Consumables NIQ/2014-15 dated 21 July 2017.				

**Note: (i) The rates quoted will be valid upto 31.03.2018. In case IAHE requires more quantities of the item mentioned in Annexure-I above, during the validity period then the agency will be bound to supply additional quantities at the same rate. Security deposit is liable to be forfeited, if the successful bidder failed to supply items as per IAHE's requirement upto 31.03.2018.**

**(ii) Tax shall be paid by IAHE to the Agency as per item wise prevailing rate of Govt.**

Signature of Authorized Signatory  
 Name of the Firm with stamp and date