



JHARKHAND UNIVERSITY OF TECHNOLOGY

Science and Technology Campus, Sirkha-Toli, Namkum, Ranchi-834010 (Jharkhand)

Letter No: - JUT-214/2024/Purchase/1153

/ Ranchi, Date: 28/09/2024

Short Notice Tender

Jharkhand University of Technology Ranchi invites a Sealed tenders under “**TWO BID SYSTEM**” from a reputed Firms/Agency for supply of stationery items for the First Convocation scheduled to be held on 15th November at Science & Technology Campus, Namkum, Ranchi.

2. Kindly provide the rate of tentative items in the format attached as **Annexure I**:

Eligibility Criteria: Documents should be attached for proof for the following.

1. Agency should have a minimum average annual turnover of Rs. 50 (Fifty) Lakhs in the last five financial years ending 31.03.2024.
2. Experience in executing similar nature of work in past five years in any Govt./Autonomous/statutory University/ State Government. Experience in arranging similar nature of VVIP programmes in reputed private organizations may also be considered.
3. Trade / Municipal license of Jharkhand towards registration of service provider / agency
4. GST registration
5. Permanent Account Number (PAN)

Technical bid (including EMD of Rs. 25,000 in the form DD in the Favor of Jharkhand University of Technology payable at Ranchi) and financial bid should be sealed by the tenderer in two separate covers duly super scribed as “**Technical Bid**” and “**Financial Bid**” respectively and keep both the bids in a single envelope which will also be superscribed as “**Supply of Stationery Items for the First Convocation**” and must be submitted to the Registrar, Jharkhand University of Technology, Ranchi on or before **19/10/2024; Time 5:00 PM**. Technical bid will be opened on **21/10/2024**; at **3:00 PM** in presence/ absence of bidders authorizes representatives at the same address. The financial bids of only technically qualified bidders will be opened and the date, time and venue for the same will be communicated through the email/university website. The lowest bid will be decided on the basis of quoted total price and shall be communicated.

Sd/-

(Nishant Kumar)

Registrar (I/C),

Jharkhand University of Technology, Ranchi

Annexure-I

Sr. No.	Item Details Description	Unit	QTY	Unit Rate
1.	Certificate Folder-Duly Printed in Single Colour	Nos	300	
2.	Wiro Note Book 14*21 c.m (1/8 Size- 160 Pages) with multi colour flap & transparent sheet on top	Nos	175	
3.	Dott. Pen-Feathersoft	Nos	30	
4.	Pencil-0.5 Camlin	Nos	20	
5.	Personalized ID Card with Lanyard	Nos	145	
6.	Invitation Card	Nos	20	
7.	Angvastra with JUT Logo	Nos	150	
8.	Shawl	Nos	2500	
9.	Memento	Nos	1500	
10.	Medals (Gold, Silver, Bronze)	Nos	1500	
11.	Souvenir	Nos	1000	