



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088
(A Deemed University under Section 3 of the UGC Act, 1956)

Tata Institute of Social Sciences
School of Vocational Education

Notice inviting Expression of Interest for printing and supply of Answer booklets TISS-SVE

To, (Put here rubber stamp or seal of your company/organization)	ENQUIRY NO.: TISS-SVE/0001/10/2022
	Our Email ID: sadanand.goski@tiss.edu
	Contact No: 022-25525632
	Date : 18.10.2022
	Due Date : 29.10.2022

Sir/Madam,

The School of Vocational Education, Tata Institute of Social Sciences invites expression of interest from reputed Companies / supply agencies for printing and supply of Answer booklets for TISS-SVE.

Background brief for Agencies: Kindly refer the about us section of www.sve.tiss.edu

Kindly submit a sealed quotation in the prescribed format as given below, duly filled in, signed, and sealed by you on or before **29th October 2022** to the Examination & Certification Section addressing **The Dean, School of Vocational Education, Tata Institute of Social Sciences, Room No.13, First Floor, Kaushal Kendra, Nauroji Campus, Deonar Farm Road, Deonar, Mumbai, Mumbai 400 088.**

The hard copy of sealed quotation should be submitted at the address stated above on any working day between 10.30 a.m. to 5.00 p.m. super scribing above enquiry number with due date on the envelope.

Sl. No.	Description of Items	M.R.P.	Offered Price Per Copy	Qty. Required	Total Cost
1	Main Answer Booklet - 4 pages of 8 sides with 2 columns, (1st column width would be 1.25" & second column width would be 7.50") with Ruled rows/lines. - The first and the second side (1st page only) needs to be printed (the content will be provided by us) - The page numbering should start from 2nd page of one side on the right hand top corner of odd pages and left hand top corner of even pages. - With 1cm of crisscross towards the left side of the odd pages and right side of even pages except page no.1 for paper cutting - One 6 digit number on the first page top right corner - One hole punching on the left top corner of answer sheet for tying thread - Entire Answer booklet should be double pinned - Paper Size approx. 11.75" x 8.75" - Paper : 80 GSM Map			55000	
2	Additional Sheets/Supplementary Sheets - 2 pages of 4 sides with 2 columns, (1st column width would be 1.25" & second column width would be 7.50") with Ruled rows/lines. - The first page of approx. 4 rows of 1" needs to be printed (the content will be provided by us) - With 1cm of crisscross towards the left side of the odd pages and right side of even pages for paper cutting - One 6 digit number, One hole punching on the left top corner of additional Sheets for tying thread & double pinning - Paper Size approx. 11.75" x 8.75" - Paper : 80 GSM Map			55000	

<i>GST:</i>				
<i>CGST:</i>				
<i>Payment Terms:</i>				
<i>Any Other Liabilities:</i>				
<i>Date of Delivery:</i>				

TERMS & CONDITIONS

1. You are required to submit a photocopy of the PAN CARD of your organization.
2. Mention your **GST** Registration Number/s on the quotation form.
3. Free Delivery of the goods should be made at the Institute’s Examination & Certification Section School of Vocational Education, Tata Institute of Social Sciences, Room No.13, First Floor, Kaushal Kendra, Nauroji Campus, Deonar Farm Road, Deonar, Mumbai, Mumbai 400 088 with duly stamped and signed bills or challan by the Security Staff of the main gate.
4. Please indicate discount, if any offered by you for an educational and non-profit organization.
5. Dealer/supplier submitting insufficient information and not accepting the conditions specified in the quotation request form shall be liable for disqualification.
6. Institute reserves the right to accept or reject any one or more quotations for the same item without assigning any reason whatsoever and the decision of the Institute in this regard shall be final and binding on all dealers. Institute also reserves the right not to accept the lowest quotation as may be deemed necessary in the larger interest of the Institute
7. The Payment will be made only after the successful supply of materials/equipment (on or before **30 days**).

For any queries, you may please call Mr Sadanand Goski, Head-Examination & Certification on 022-25525632 (Monday to Friday between 10am to 6pm).

Name of the Proprietor:	Seal of the Organization
Signature with Date:	Mobile No: