



**JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY PATIALA**
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

QUOTATION NOTICE

(For Quotation No. JGNDPSOU/Proc./2022/192 dated 27/12/22)

Sealed Quotation are invited for the supply stationery items upto 10.01.2023 (5:00PM) as prescribed format given below duly signed and stamped:-

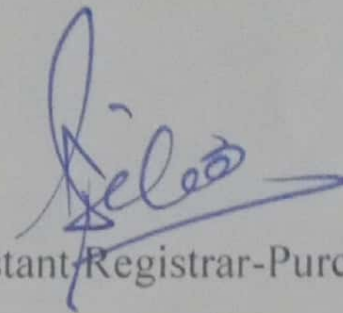
Sr. No.	Description	Unit	Rate per Item	Remarks
1	A4 Paper Rim	200		
2	Blue Pen	200		
3	Red Pen	50		
4	Box File	100		
5	Calculator	20		
6	Cello Tape (2")	50		
7	Clear Bag	100		
8	Correction Pen (White Fluid)	40		
9	Double Clip File	100		
10	Envelop Yellow (A4 Size)	200		
11	Glue Stick	100		
12	Green Tag (Bundle)	30		
13	Highlighter Multi-color	50		
14	L Shape Folder	200		
15	Notepad (big)	100		
16	Pencil Box	20		
17	Permanent Marker	20		
18	Register (100 page)	50		
19	Short Hand Notebooks	20		
20	Stamp Pad	10		
21	Stapler (Big)	10		

22	Stapler (Small)	30		
23	Stapler PIN (Big) (Box)	35		
24	Stapler PIN (Small) (Box)	50		
25	Uniball Pen (Black)	20		
26	Uniball Pen (Red)	20		
27	Uniball Pen (Purple)	20		
28	V-7 Pen (Black)	10		
29	V-7 Pen (Blue)	10		
30	V-7 Pen (Green)	10		
31	V-7 Pen (Red)	10		
32	White Tag (Bundle)	50		

Terms and Conditions

1. The sealed quotations in all respects must be reach to the Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala on or before 10.01.2023 upto 5:00 PM.
2. The bidder shall strictly abide time schedule given by university for stationery and delivery of the material/items as per work order.
3. Validity of the bid is 90 days from the date of opening quotation.
4. Selected bidders are strictly prohibited for subletting the assigned work/work order.
5. Incomplete and conditional Quotation will not be accepted.
6. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
7. Payment will be issued in Indian rupees on final acceptance & after inspection of the material/items supplied.
8. Copy of PAN No. (PAN Card) must be attached.
9. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.
10. If the material is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every weeks default, no extension time will be permitted. The decision of the University shall be binding on the bidder in this regard.
11. The firm shall not sublet or outsource the contract to any other vendor.

12. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Registrar JGNDPSOU Patiala. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.



Assistant Registrar-Purchase

JGND Patiala