

Gautam Buddha University

(Established by the Uttar Pradesh Gautam Buddha University Act, 2002
UP Act No. 9 of 2002, Passed by the Uttar Pradesh Legislature)

Greater Noida, G.B. Nagar (U.P.)

F.No.GBU/002/Admn./4.145(ii)/2025

Dated: 23/04/2025

NOTICE INVITING QUOTATION

**For the Printing & Supply of PVC Sticky Card (Smart ID-Card) for GBU,
Direct or under Rate Contract purchase for one year period**

Dear Sir/Madam,

The GBU is interested in the job of the article(s) as per attached ANNEXURE-A. Please send your quotation on firm's letter head only and in a sealed envelope indicating (I) Name of the article (II) reference of this letter and (III) date of opening of Quotation on the top of the envelope. Your quotation should reach to The Registrar Office, Administrative Building Gautam Buddha University, Greater Noida-201312 (U.P) on or before 29/04/2025 up to 3.30 PM to be opened on same day at 4.00 PM in Finance Officer Room/Store & Purchase Department, Administrative Building. The quotations will be opened in the presence of the representatives of the quoting firms, if present any.

General Terms & Conditions for the mentioned job:

1. Please superscribe "Quotation for Printing & Supply of PVC Sticky Card (Smart ID - Cards) for GBU, Direct or under Rate Contract purchase" & Last Date of Submission 29/04/2025 up to 3:30 P.M on the top of the Sealed envelope.
2. Attach photocopy of GST Certificate or mentioned the GST number on letter head.
3. Please quote rates keeping in view of the work requirement.
4. The prices quoted should be inclusive of all taxes, charges etc. and F.O.R. at GBU site.
5. No Advance payment shall be made in any case.
6. The payment shall be made only on the receipt of necessary bills along with challan and on basis of verification by the concerned person/department.
7. The quoted rates should be valid for three months from the last date of quotation submitted. No price hike will be applicable.
8. Late/Delayed/Opened quotations are liable to be rejected.
9. Quotations are liable to be rejected if any of these instructions are not complied with.
10. If holiday appear on last date of quote submission, next working day will be counted as last date of quote submission.
11. For any query please feel free to contact Bodhisattva Dr. B.R. Ambedkar Library on telephone no. 0120-2346272/2346260


Deputy Registrar

(On Firm's Letter Head)

ANNEXURE – A

To,

The Registrar
Gautam Buddha University
Greater Noida – 201 312

Subject: Quotation for Printing & Supply of PVC Sticky Card (Smart ID - Cards) for GBU, Direct or under Rate Contract purchase for one year period. (Last date of submission 29.04.2025)

Reference: F.No.GBU/002/Admn./4.145(ii)/2025 , Dated: 23.04.2025

Sir,

Please find below our best competitive rates for the said work :

S. No.	Specification of PVC Sticky Card	Approx. Qty.	Rate per unit (Rs.)	GST@ per Unit	Total price per unit (Incl. of GST)
1.	Printing/supply of PVC Sticky Cards for Identity cum Library Smart Card of GBU Size: 8.5 cm X 5.5 cm, Front & Back both on separate sheet sticky card (As per existing design)	3025			
Total price per unit must be inclusive of all taxes and charges. Delivery- F.O.R. GBU, Gr. Noida, Gautam Budh Nagar,UP					

ACCEPTANCE: I/We accept the terms and conditions and shall comply with them strictly.

(SIGNATURE & SEAL OF THE BIDDER)

NAME:

Tel./Mobile No. :