



NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

Post Bag No. 7201, NAGARBHAVI, BENGALURU - 560 242. (Old Code No. 560 072), INDIA.

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Request for Proposal

The National Law School of India, Bangalore ("NLSIU") is a University established under the National Law School of India Act, 1986, imparting legal education. Email quotations for "**Printing of Answer Booklets**" are hereby invited from eligible contractors by the undersigned, subject to the terms and conditions enumerated hereunder.

Description of Work	"Printing of Answer Booklets"
Date of Issue of Quotation	04.12.2024
Last Date for Submission	Up to 5.00 PM on 9.12.2024

Terms and Conditions:

1. The intending Bidder shall submit the quotes in the prescribed format. Annexure-1
2. Physical copies of the quotations should be submitted on 09.12.2024 before 5.00 PM.
3. Interested Bidders must make a visit to NLSIU ,AAD Department and check the sample of the answer booklets and submit the quote accordingly.
4. The quotations received after the due date will not be entertained.
5. In case the bidder desires to clarify any issue of the RFP before submitting the proposal, you may contact **Mr. Rajesh Kumar Behera, Manager Finance and Procurement, National Law School of India University; Phone- 080 26993785; email :- rajesh.behera@nls.ac.in**
6. Rates quoted by the bidders shall be inclusive of all applicable taxes, excluding GST. Income Tax and all other statutory deductions etc. will be deducted from the payments made as per prevailing rules.
7. The GST Registration number and PAN number of the Bidder shall be mentioned in the quotation.
8. The Rate quoted shall be firm and fixed till completion of the entire work & shall not attract any escalation under any circumstances whatsoever.
9. The University shall not bind itself to accept the lowest quoted rate. The University shall accept the quotation that is in best interests of the University, as determined by the University authorities. The University reserves the right to not accept any of the Quotations submitted during this process.

10. Pre-qualification criteria:

Interested bidders must meet all the qualifications as provided below and submit the supporting documents along with their Quotation.

- a. The bidder shall provide two client references with PO for completing similar works.
 - b. The bidder shall have been in the same business for at least 3 years
11. Selected Bidder shall comply with applicable provisions of all acts, statutes, rules and regulations of Central & State Governments, as the case may be.
12. **Date of Delivery:** All items ordered should be delivered and installed before **20.12.2024**
13. The Answer Booklets must be delivered within the stipulated completion period, with all due diligence, failing which, Selected Bidder shall be liable to pay a Penalty for Delay of an amount equal to 0.2% of the Contract Value per day of delay. The Total Penalty imposed in the contract period shall not exceed an amount equal to 10% of the Contract Value.
14. **Payment terms:** 100% payment will be made after the supply of all the Answer Booklets to AAD Department
15. Bidders are subjected to being disqualified, even though they meet the qualifying criteria if they:
- a. Provide misleading or false information in the request, statements and attachments submitted in proof of qualification requirement including withholding information.
 - b. Have a record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in competition, litigation history or financial failures, requesting claims not admissible under the contract conditions etc.
16. The University retains the discretion to relax any of the conditions mentioned in this Request for Proposal and enhance the shortlisting criteria during scrutiny of Quotations.
17. University reserves the right to cancel this enquiry at any time without assigning any reason.
18. The terms and conditions stipulated in this Request for Proposal are binding on the Bidder.

NS Nigam
Registrar

Annexure-1**Quote sheet**

Type	Total number answer booklets	Rate per answer Booklets	Total
8 pages	79000		
12 pages	31000		
	Total		
	GST		
	Grand Total		