



**MADHYA PRADESH STATE JUDICIAL ACADEMY,
HIGH COURT OF M.P., JABALPUR**

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Beoharbagh, Jabalpur (M.P.) – 482 007
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Ref No.272/MPSJA/2020

Jabalpur, Dated: 29/07/2020

NOTICE INVITING QUOTATIONS

Madhya Pradesh State Judicial Academy, High Court of M.P., Jabalpur invites sealed quotations for printing and supply of Participation Certificates strictly as per approved sample, for various training programmes conducted by the Academy as per the below mentioned specifications :-

- (i) Certificate should be printed on matt finish Art Cardsheet paper (Sinemas art cardsheet or similar sheet) of 300 gsm. or more thickness, size 9” x 12” approx, off white colour with golden print border, charcoal grey ink with mono of the Academy in golden ink or golden leaf printing.
- (ii) The background of the certificate shall include the watermark photograph of the Academy. The photograph shall be provided by Academy.
- (iii) The name of the participant and course training shall be printed in diglot pattern as per the requirement of the training schedule, for every programme separately.
- (iv) The certificate can be kept partially ready in advance by printing the background and border. Names of the participants and training schedule, shall be printed as per requirement.

- (v) As the work involves urgency, the printed certificates must be supplied at short notice i.e. the next day after order for the same is placed for every training/programme.
- (vi) Interested vendors may visit Academy to see the approved sample of Certificate.

Kindly submit detailed quotations as per the aforementioned specifications and subject to terms and conditions mentioned below in sealed envelope at reception of MP State Judicial Academy on or before 21.08.2020 by 03:00 PM. Kindly mark the envelope "**QUOTATION FOR PRINTING AND SUPPLY OF PARTICIPATION CERTIFICATES**" and address it to the **Director, Madhya Pradesh State Judicial Academy, High Court of M.P., Beoharbag, Jabalpur.**

For further details and for the sample of the certificate, kindly contact the Academy during office hour i.e. 10:00 AM to 05:00 PM.

TERMS & CONDITIONS :

1. Fax/e-mail/telex & incomplete quotations will be rejected.
2. Director, MPSJA, Jabalpur has absolute right to accept or reject any or all quotations in part or full without assigning any reason whatsoever or any notice.
3. Any conditions/terms given in the quotation shall not be binding on MPSJA.
4. Payment will be made only after satisfactory delivery of participation certificates on completion of training and subject to availability of funds.
5. The rates quoted for printing and supply of certificates is not subject to change in the contract period. However, any liability on increase in taxation and any benefit due to decrease in taxation shall pass to the Purchaser during the contract period.
6. A rate contract shall be entered into between Director, MPSJA and the

Successful Vendor for a period of **one year**. This rate contract may be extended on mutual basis for another year.

7. The successful vendor has to execute a Contract which shall be valid for a period of one year from the date of execution of contract. All the expenses of execution of the contract including the costs of stamp shall be borne by the successful vendor.
8. This is an invitation to offer. No contractual relation is incurred by it.

PROFORMA OF FINANCIAL BID

Sr. No.	Particular (Provide details of proposed certificate)	Rate of certificate per piece (Inclusive of all expenses, tax, GST & costs)
1	Participation Certificate as per sample with mono of the Academy printed in golden ink	
2	Participation Certificate as per sample with mono of the Academy printed in golden leaf print	

I/We agree to all the terms and conditions mentioned in notice inviting quotation.

(Name address, contact number and signature of the Vendor)

Name-

Address

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.....

Mob.No

**Director
MPSJA, High Court of M.P.
Jabalpur**