



Pursuit of Excellence

MADHYA PRADESH STATE JUDICIAL ACADEMY, JABALPUR
मध्यप्रदेश राज्य न्यायिक अकादमी, जबलपुर

Beoharbagh, Jabalpur (M.P.) – 482 007

ब्योहारबाग, जबलपुर (म.प्र.) – 482 007

Ph. No. 0761-2626945 Telefax 0761-2628679 E-mail: dirmpsja@mp.gov.in

Ref No.500-A/MPSJA/2023

Jabalpur, Dated: 26/10/2023

TENDER DOCUMENT

For

Supply of Stationary Articles (Wiro Binding Copies)

Registrar General, High Court of Madhya Pradesh, Jabalpur invites sealed tenders for supply of Stationary Articles (Wiro Binding Copies) to be distributed among the participants invited for attending various educational programmes organized by the Madhya Pradesh State Judicial Academy as per the following specification :-

S. No.	Particulars	Description	Quantity (Approximately per year)
1.	240 pages, minimum 70 GSM with water mark new logo of the Academy on right side of every page immediately after cover in minimum 150 GSM hard paper with colour print. Cover and back of the Academy as per approved design in	Length = 25 cm Width = 20 cm (with Wiro Binding)	500

	minimum 150 GSM glossy sheet with colour print		
2.	60 pages, minimum 70 GSM with water mark new logo of the Academy on right side of every page immediately after cover in minimum 150 GSM hard paper with colour print. Cover and back of the Academy as per approved design in minimum 150 GSM glossy sheet with colour print	Length = 21 cm Width = 17 cm (with Wiro Binding)	1000

Kindly submit detailed tenders as per the aforementioned specifications and subject to terms and conditions mentioned below in sealed envelope alongwith the samples of each item quoted at the reception of MP State Judicial Academy on or before 23.11.2023 by 03:00 PM. Kindly mark the envelope “**Tender for Supply of Stationary Articles (Wiro Binding Copies) at MPSJA**” and address it to the **Director, Madhya Pradesh State Judicial Academy, Beohar Bagh, Jabalpur.**

A sample of the copies to be supplied is available at the Office of the Academy. Proposed vendor / interested vendor may inspect the sample during office hours i.e. 10:00 AM to 05:00 PM.

Terms & Conditions :

- 1- Fax/e-mail/telex & incomplete tenders will be rejected.
- 2- Registrar General, High Court of MP, Jabalpur has absolute right to accept or reject any or all tenders in part or full without assigning any reason whatsoever or any notice.
- 3- Any conditions/terms given in the tender which is repugnant to tender document shall not be binding on the MPSJA.
- 4- Payment will be made only after satisfactory delivery of all the items and subject to availability of funds.
- 5- The rates quoted for supply of items is not subject to change in any

- condition, except change in GST or other taxes.
- 6- Bidders are required to furnish sample of each item along with their tenders. Rates of only those items will be considered which is supported by sample.
 - 7- Tenders submitted without sample shall be rejected without assigning any reason.
 - 8- Samples of unsuccessful bidders shall be returned after finalization of tender. Sample of successful bidder shall be kept by Academy for comparison.
 - 9- Bidders shall be required to submit samples properly packed and marked so that they are distinctly identifiable.
 - 10- The responsibility to take back the samples within 30 days of the finalization of tender process shall be of the bidders and Academy shall dispose of the samples after 30 days.
 - 11- The quantity mentioned in the tender is indicative only and is subject to change as per requirement.
 - 12- The award of contract shall be on the basis of qualitative assessment of product seconded by competitive pricing. Low price shall not be the sole criteria for award of contract.
 - 13- The Purchaser reserves the right to procure any item from any vendor and it shall not be necessary to procure all items from single vendor.
 - 14- The successful vendor has to submit performance guarantee in form of Fixed Deposit, drawn in favour of Registrar General, High Court of Madhya Pradesh of Rs.10,000/-. The performance guarantee shall be returned after termination of rate contract.
 - 15- The successful vendor shall have to enter in rate contract with Director, Madhya Pradesh State Judicial Academy for supply of Wiro Binding Copies. The contract shall be valid for TWO YEARS which shall be subject to extension on mutual consent of both the parties.
 - 16- The performance guarantee shall be seized in case of supply of inferior quality or in case of failure of supply.
 - 17- This is an invitation to offer. No contractual relation is incurred by it.

S. No.	Particulars	Description	Price per Unit (Inclusive of all Taxes and other expenses)
1.	240 pages, minimum 70 GSM with water mark logo of the Academy on right side of every page immediately after cover in minimum 150 GSM hard paper with colour print. Cover and back of the Academy as per approved design in minimum 150 GSM glossy sheet with colour print	Length = 25 cm Width = 20 cm (with Wiro Binding)	
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I/We agree to all the terms and conditions mentioned in notice inviting tenders.

(Signature of the Bidder)

Name-.....

Address.....

.....

Mob.No.....

Sd/-
Director
MPSJA, MP High Court
Jabalpur