



चौधरी रणबीर सिंह विश्वविद्यालय, जीन्द

Chaudhary Ranbir Singh University, Jind

(A Haryana State Government University)

**(Established by the State Legislature Act 28 of 2014 and
recognized by UGC Act 1956 u/s 2 (f) & 12-B)**

E-TENDER DOCUMENT

FOR

**SUPPLY OF PRINTED 06 LAKHS ANSWER SHEETS PER
ANNUM FOR A PERIOD OF THREE YEARS (40+04 PAGES)
WITH OMR & BAR CODING**

Tender ID: 2025_HRY_ 442618_1



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(Established by the State Legislature Act 28 of 2014 and
recognized by UGC Act 1956 u/s 2 (f) & 12-B)

Phone No.:01681-241043

Email: coe@crsu.ac.in, coeoffice@crsu.ac.in

TENDER NOTICE

Chaudhary Ranbir Singh University, Jind invites online tender through e-procurement on portal <https://etenders.hry.nic.in> for **“SUPPLY OF PRINTED 06 LAKHS ANSWER SHEETS PER ANNUM FOR A PERIOD OF THREE YEARS (40+04 PAGES) WITH OMR & BAR CODING** on the basis of quality and technical expertise from the Reputed Firms / Service Providers latest by **15.05.2025 upto 5:00 p.m.** as per details given in tender document. The tender document may also be downloaded from website (<https://www.crsu.ac.in>) of Chaudhary Ranbir Singh University, Jind, Haryana for reference only. The Earnest Money (Rs. 1,50,000/-) and a separate fee of Rs. 5,000/- as Tender Fee (Non refundable) in account of Registrar, C.R.S. University, Jind will also be required to deposit through online mode. Bidders shall have to pay the E-Service fee of Rs. 1000/- +GST (Non refundable) through online mode. For more details may visit on website <https://haryanaeprocurement.gov.in> / www.crsu.ac.in. The Bidders are requested to go through the tender document carefully before submitting the online bid.

Last date of receipt of tender bids : 15.05.2025
Date of opening of Technical Bids : 16.05.2025
Date of Opening of Financial Bids : To be announced later on

Note:

1. The interested parties/bidders should visit the University website (<https://www.crsu.ac.in>) or <https://etenders.hry.nic.in> regularly for corrigendum(s) which may be issued regarding extension of date, modification of eligibility or amendments in other terms & conditions etc., as corrigendum(s) will not be published in newspapers.
2. The Bidder who is registered as MSME of Haryana State only for the same work are exempted from payment of EMD but Bidder will have to submit an affidavit to this effect as per Annexure-I available on the website of Department of Industries & Commerce, Govt. of Haryana.
3. The technical bids will be opened at Chaudhary Ranbir Singh University, Jind in the presence of the agencies or their authorized representative (by having proper authorization letter), who may like to be present.
4. The tender will be received only through e-tendering and offline tenders documents received in the University without filling / completing the E-tendering online application will be summarily rejected.

Controller of Examinations
C.R.S. University, Jind



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STANDARD BIDDING DOCUMENTS FOR “SUPPLY OF PRINTED 06 LAKHS ANSWER SHEETS PER ANNUM FOR A PERIOD OF THREE YEARS (40+4 PAGES) WITH OMR & BAR CODING”.

PART-1: COMPLETE BIDDING DOCUMENTS

Name of work “SUPPLY OF PRINTED 06 LAKHS ANSWER SHEETS PER ANNUM FOR A PERIOD OF THREE YEARS (40+4 PAGES) WITH OMR & BAR CODING”

PRESS NOTICE

Chaudhary Ranbir Singh University, JIND (Haryana)-126102 Notice Inviting E-Tender	
Name of Work	1- Supply of Printed 06 Lakhs A4 size in landscape OMR Answer Books per Annum for a period of Three Years of 40+04 Pages (40 pages +2 pages OMR Sheet with Bar Code having 2 bar code detachable portion, of good quality 105 GSM paper + 2 Page revaluation Sheets), fabricated with 70 GSM maplitho Paper duly printed with University Insignia on top and page no. on bottom of each leaf.
Tender Docs Fee	Rs. 5000 (Non refundable)
E-Service Fee	Rs. 1000/- + GST (Non refundable)
Tentative Cost Earnest Money	Approximately Rs. 60 Lakh per annum (Rs. 1,50,000/-)
Tenders to be received till : 5.00 p.m. on dated 15.05.2025	
The tenders will be received only through E-tendering for further details visit website https://haryanaeprocurement.gov.in and www.crsu.ac.in	

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DETAIL NOTICE INVITING TENDER

E-Tenders are invited for purchase of below mentioned items in single state two cover system i.e. Request for Technical Bid (online Bid under PQQ / Technical Envelope) and Request for financial Bid (comprising of price bid Proposal under online available commercial Envelope):-

Sr. No.	Name of work	Tentative Cost (Rs. In lacs)	EMD to be deposited by Bidder	Tender document Fee & E-Service Fee	Start Date & time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission	Opening of Technical Bids	Opening of Financial Bids
1.	Supply of Printed 06 Lakhs A4 size in landscape OMR Answer Books per Annum for a period of Three Years of 40+4 Pages (40 pages + 2 pages OMR Sheet with Bar Code having 2 bar code detachable portion, of good quality 105 GSM paper + 2 Page revaluation Sheet), fabricated with 70 GSM of good quality maplitho Paper of Virgin Pulp with 85% Brightness duly printed with University Insignia on top and page no. on bottom of each leaf.	Approximately Rs. 60 Lakhs per annum	1,50,000/-	Rs. 5000/- (Non refundable) for Tender Document Fee and Rs. 1000/- +GST for e-Service fee	25.04.2025 (11:00 AM)	15.05.2025 (5:00 PM)	16.05.2025 (11:00 AM)	To be announced later on



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1. Bidding documents available on website www.crsu.ac.in and <https://haryanaeprocurement.gov.in>.

2. The Bidders would submit bid through e-tendering only on the website <https://haryanaeprocurement.gov.in>

Under the process, the Pre-qualification / Technical online bid application as well as online Price Bid shall be invited at single stage. Eligibility and qualification of the applicant will be first examined based on the details submitted online under Technical bid with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid shall be opened for only those Applicants who Technical Applications are responsive to eligibility and qualifications requirements as per Tender documents.

1. The payment for Tender Document fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts ad the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the single e-Procurement portal of GoH (Govt. Of Haryana) and also mentioned under the Tender Document.

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of Rs.1,50,000/- towards EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.

3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working day) in advance i.e. on or before **(15.05.2025 up to 5:00 pm)** and made payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events / Tenders at <https://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs. 1,000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway is an online interface between bidders & online payment authorization networks.

The payment for document fee/e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates:

Sr. No.	Department State	Bidder's Stage	Start date and time	Expiry date & time
1		Tender Document Download and Bid Preparation / Submission	25.04.2025 (11:00 AM)	15.05.2025 (5:00 PM)
2	Technical Bid Opening		16.05.2025 (11:00 AM)	
3	Financial Bid Opening		To be announced later on	



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Important Note:

- 1) The Applicants / bidders have to complete 'Application / Bid Preparation & Submission' state on scheduled time as mentioned above, if any Applicant / Bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her application / Bid status will be considered as 'application / Bids not submitted.
- 2) Applicant / Bidder can rework on his / her bids even application / bid status after completion of his / her all activities for e-bidding.
- 3) Applicant / Bidder can rework on his / her bids even after completion of 'application / Bid Preparation & submission stage' (Application / Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant / Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & Technical bid shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder / Agency wherever required shall be opened online in the presence of such bidders / Agency who either themselves or through their representatives choose to be present.

Technical bid: The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Financial Bid: The bidders shall quote the prices in price bid format under Commercial Bid.

Conditions:-

- 1- Conditional tenders will not be entertained & are liable to be rejected.
- 2- In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
- 3- The Vice Chancellor, CRSU, Jind reserves the right to reject any tender or all the tenders without assigning any reasons.
- 4- The societies shall produce an attested copy of the resolution of the Co-operative department for the issuance of tenders.
- 5- The tender without earnest money/bid security will not be opened/entertained.
- 6- The jurisdiction of court will be at Jind.
- 7- The tender of the bidder who does not satisfy the qualification criteria in the bid documents are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
- 8- The bid for the work shall remain open for acceptance during the bid validity period to be reckoned from the last date of submission of the tender. If any bidder/tenders withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, during the fix validity period, the earnest money shall stand forfeited. Bids be valid for 180 days from the date of bid closing i.e. from last date of manual submission of EMD. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.
- 9- Decision of the Vice Chancellor, CRSU, Jind shall be final & binding if any dispute occurs.

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BIDDER'S ELIGIBILITY CONDITIONS:

- 1- The bidder must be registered with the competent authority under the appropriate Act/Rules for carrying on business relating to printing & supply related activities.
- 2- The bidder should submit a proof of having an average turn-over of Rs. 50 Lakhs or above for during the last three years relating to manufacturing/supply of OMR Answer-Books / trade in paper and / or paper board. Proof to be duly certified by a registered Chartered Account is required.
- 3- The Bidder should have executed work order at any Govt. Institution / Central and State Universities / Education Boards / IIT/NIT/PSU/Research Organisation. It should have:
 - a. Three similar completed works executed any costing not less than the amount equal to 40% of the estimated cost per annum.

OR

- b. Two similar completed work executed and costing not less than the amount equal to 50% of the estimated cost per annum.

OR

- c. One similar completed work executed and costing not less than the amount equal to 80% of the estimated cost per annum.

The bidder should furnish the information as per supported by Purchase order and work satisfaction certificates from the concerned department.

- 4- The bidder must submit an Affidavit on non-judicial stamp paper duly attested by 1st Class Magistrate/ Notary to the effect that they have not been debarred / blacklisted by any Central Government / State Government / PSU Department in India / Public or Private Institute / Organization as **Annexure-I**.
- 5- Copy of Income Tax Return filed during last three years.
- 6- Copy of Permanent Account No. (PAN) under Income Tax Act.
- 7- Proof of Registration for GST, (State or Central Excise Duty if any) etc.
- 8- Hardcopy of HSN Code must submit while quoting the tender.
- 9- The individual signing the tender or other document, in connection with the tender must certify so as to whether he/she has signed as:-
 - a. A "Sole Proprietor" of the firm or constituted attorney of such proprietor.
 - b. A Partner of the firm, if it be partnership, in which case he must have authority to refer to arbitration disputes concerning the business partnership either by virtue of the partnership agreement or a power of attorney. The alternative all the partners should sign the tender.
 - c. Authorized Signatory of Pub. Ltd. Co. Or Pvt. Ltd. Co.
- 10- Conditional Tender shall liable to be rejected.
- 11- The Bidder should have ISO-270001-2013 & ISO-9001-2015.
- 12- EMD of successful bidder will be refunded after submission of performance bank guarantee (5% of the cost per annum) as per DNIT.



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NOTE:-

1. Two bid systems shall be followed. Accordingly, the bidder shall submit Technical Bid and Financial Bid.
Envelope 1: Technical Bid- The bidders shall upload the required Eligibility & Technical Documents online in the Technical Bid.
Envelope 2: Commercial/Financial Bid- The bidders shall quote the prices in Price Bid format under Commercial/Financial Bid.
2. The earnest money of the unsuccessful agency / firm shall be returned on completion of all the process as well as EMD of successful bidder will be refunded after submission of performance Bank Guarantee as per DNIT.
3. In case of any dispute relating to this contract, the matter shall be referred to the Arbitrator to be appointed by the Vice-Chancellor whose decision shall be binding on both the parties.
4. Rates should be carefully filled – up both in words and figures any taxes applicable should be included.
5. The decision of the University authority shall be final to accept or reject / any Bid without assigning any reason.
6. In case the firm/agency quoting the lowest rates declines to accept the offer, the earnest money of such firm shall be forfeited and firm shall be blacklisted by the University for any kind of dealing in future.
7. Any other conditions as may be deemed appropriate shall be announced at the time of Opening of Tenders in the presence of Bidders.
8. The agency/firm shall also append the following declaration with the tender:-

DECLARATION

I/We (Name) of the firm _____ do hereby solemnly affirm and declared that the facts stated in the Technical Bid are correct and true to the best of my/our knowledge and belief and nothing has been concealed therein. In case of any concealment or misrepresentation detected at any stage, I/We shall be liable for legal action as the case may be.

Place: _____

Dated: _____

*Signature of the Bidder
With full name and Address
With seal & stamp*



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Specification(s) for printed 06 lakhs answer sheets (40+04 pages) with OMR & Bar coding:

S. No.	Size and Specification of Answer Books and works to be done and quality of Paper
1.	<p><u>44 Pages (40 pages + 2 pages OMR Sheet with Bar Code having 2 bar code detachable portion, + 2 Page revaluation Sheet)</u></p> <p>Size and Paper: A4 (8.36"x11" after trimming) Landscape with 70 GSM of good quality maplitho Paper of Virgin Pulp with 85% Brightness duly printed with University Insignia on top and page no. on each leaf. The OMR Sheet should be of good quality 105 GSM paper and Size of A4 Landscape. The OMR Sheet should be designed in such format which could be easily scanned by OMR Scanner.</p>
2.	<p>Printing: Title Page of OMR Sheet & Its back in Magenta Color. Sky Blue ink in 2 Page Re-evaluation sheet and 40 pages Printing of University Insignia on center of top of each leaf in Red ink.</p>
3.	<p>Perforation: Perforation as CRSU on top of all Pages Through & Through excluding OMR Sheet</p>
4.	<p>Stitching: Thread Sewing as per sample</p>
5.	<p>Ruling: Vertical Ruling for 1" Margin in Red ink as CRSU letters on left side of each leaf and for writing in blue ink with 20 Horizontal lines on each page</p>
6.	<p>Sr. No.: Serial Numbering on each title page as may be assigned by the University. Same make of Machine be used for the entire lot.</p>
7.	<p>Packing: Packing and wrapping in good quality plastic bags containing 200 Answer Books tied with sutli and bag number and serial no of sheets be written on each bag. In each bag 50-50 Answer Books be wrapped with rice paper for safety of Answer Books.</p>



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TERMS & CONDITIONS:

1. The “Supply of Printed 06 Lakhs Answer Sheets per annum for a period of 03 Years (40+4 Pages) With OMR & Bar Coding Sheets” will be received only through E-tendering latest by **15.05.2025 upto 5.00 P.M.** For more details may visit website <https://haryanaeprocurement.gov.in> Tenders received after the prescribed date will not be accepted.
2. Incomplete tender/conditional tenders and tenders without earnest money, tender fee & e-Service fee, will not be accepted.
3. The tender must be accompanied with the following:
 - a) Earnest money amounting to Rs. 1,50,000/- and tender fee of Rs. 5,000/- must be deposited through online in favour of Registrar, C.R.S. University, Jind. Earnest money, Tender Fee & e-Service fee deposited through any other mode is not acceptable.
 - b) Prescribed Performa of schedule of specification quoting the rates and taxes applicable in clear terms along with a copy of the terms and conditions duly signed to the effect that these are acceptable.
4. In case, the supplier backs out of its contract, its Earnest Money as well as Security Money in the shape of Bank Guarantee shall be forfeited, and/or other action will be taken as deemed fit by the University.
5. **Volume of Work:-**
 - i. Approximately 06 Lakh Answer Sheets as per specifications given in DNIT are required to be printed on annual basis.
 - ii. University reserves the rights to increase / decrease the answer sheets printing volume depending upon future requirements.

Note: Any other work that has not been mentioned explicitly but required for successful execution of the project will form part of agreement.
6. The quantity can be increased / decreased during the period of contract. Further, the contract period may also be extended beyond three years on annual basis up to five years on same rates, terms and conditions as per requirement of the University.
7. In case of decrease of volume of work/order, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work/order in full.
8. The material will be accepted subject to the approval by the Inspection committee.
9. The bill, in triplicate, may be sent to the Controller of Examinations, C.R.S. University, Jind for payment.
10. The material should be packed in a good quality case (s) so as to avoid any damage, theft or pilferage in transit, in which case the responsibility shall be that of the supplier.
11. The firm shall not sublet the work of fabrication of OMR Answer Books allotted to it, to any other firm. Action as deemed fit shall be taken against the defaulting firm (s).
12. In case of dispute of any kind, courts at Jind only shall have the jurisdiction. Further, all the disputes shall be settled at Jind only.
13. As the work relating to the manufacturing /supplying of OMR Answer Books involves special importance and sanctity, hence, before making allotment, the reputation and capacity of firm shall be taken into account. Rates alone will not be the deciding factor. Thereafter, the University reserves the right to reject any / all the tender (s) without assigning any reason, and assign the work to any of the bidder(s).
14. The rates of printing of OMR Answer Books with paper be quoted per Answer Booklet in the prescribed schedule of specifications annexed with the Tender.
15. The quantity of OMR Answer Books to be manufactured /supplied is given in the schedule of specifications. The quantity can, however, be increased or decreased at the discretion of the Competent Authority. The manufacturer shall not print Answer Books more than the quantity ordered for.



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‘HOWEVER, variation of +2% will be admissible with the condition that over & above this, the supplier will have to destroy the paper / Answer Books in the presence of duly authorized representative of the University.’

16. The firm shall supply the answer sheets duly printed within 30 days of issue of supply order as per the requirement of the Examinations Wing.
17. Proof / revised proofs / symbolic perforation / material etc. appropriate size of Answer Books will be got approved from the University’s office personally by the firm by sending a special messenger to avoid delay for which two days time will be given for each trip. The firm should get the proofs, composed neatly and clearly as only two trips for proof reading are allowed. Before undertaking fabrication of entire lot, the firm shall supply 5 printed samples of OMR Answer Books strictly as per supply order. No TA / DA will be paid by University to special messenger.
18. The whole work is to be completed and goods be supplied in stipulated time, failing which the firm will be liable for imposition of penalty for the late execution of the job payable as under:
 - a) For delay up to 10 days :5% of the value of amount payable
 - b) For delay over 10 days :10% of the value of amount payable(But not later than 20 days)

In case, the supply order is not honored or the work is not completed within the prescribed time limit, the Competent Authority reserves the right to cancel the supply order and forfeit the entire amount of security, blacklist the firm and recover the difference of cost what so ever in getting the goods manufactured and allot the work to any other party. In case, however, the firm does not start submitting the proofs within 5 days after placing the order, action as may be deemed fit by the Vice-Chancellor, will be taken against the tendered.

19. The firm shall be responsible for the safe custody and security of OMR Answer Books till the delivery to the University. In case, at any time, it comes to the notice of the University that OMR Answer Books have gone out or found in possession of any unauthorized person / agency from a source connected with the firm, through its connivance or negligence, the action as deemed fit by the Vice-Chancellor will be taken which could be to the extent of forfeiture of whole payment and also the security deposited, blacklisting of the firm, prosecuting the firm even if it comes to the notice of the University after release of security / payment of the bill. The firm shall have to deposit amount of penalty as imposed by the Controller of Examinations with the office of the University within a fortnight from the date of issue of the letter, failing which the Registrar, C.R.S. University, Jind shall have the right to recover the amount through the Court of law and all expenses incurred on litigation by the University, shall be borne by the firm.
20. The delivery of OMR Answer Books duly manufactured in satisfactory conditions and according to the specifications and packed in bundles in plastic bags with necessary marks on bundles as specified, will be taken at C.R.S. University Jind premises after inspection. All packing, forwarding charges and loading, unloading etc. shall be borne by the firm.
21. A copy of the report showing details of defects and shortages etc. during physical checking duly signed by the inspection party will be supplied to the representative of the firm who shall be present at the time of physical checking after having obtained his signature in token of having accepted the same.
22. At random 1% checking of OMR Answer Books will be carried out by the University in the presence of authorized representative of the firm, if available and total number of defective OMR Answer Books shall be worked out on proportionate basis. Say, if three defective OMR Answer Books are found in the checking of 200 OMR A / Books in a lot of 1 lakh OMR answer Books, then, the total defective OMR A/Books will be deemed as $\frac{3}{200} \times 1,00,000 = 1500$ copies. This will be multiplied by per copy quoted rate and so deductions shall be made from the bill.
23. No advance payment will be made.
24. The firm / firms which are assigned the order for supply of Answer Books shall be required to continue supply of answer sheets till the new tender is honoured, on the same rate as applicable for present works.



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25. All disputes are to be settled within the jurisdiction of courts at Jind.
26. The financial Bids of only those bidders will be opened who qualify the process of evaluation of Technical Bids and decision of Technical evaluation committee shall be final & binding.
27. The firm have to submit proper bank guarantee of 5% of total project cost validity of 03 years + 60 days within 15 days of letter of acceptance, if firm deposited the same letter of award of tender will be issued by the University with the conditions that firm have to execute on agreement on Rs. 100/- with the University within 15 days from issuing / award of tender.
28. The Completion Certificate (**Annexure-II**) as per specification(s) of Answer Books with the Term and Conditions is also required to be given by the firm.
29. In the event of non handling over the Logo, the supplier shall procure an Affidavit from the paper manufacturing Mill on non-judicial stamp papers duly attested by the 1st Class Magistrate/Notary to the effect that the Logo has been destroyed immediately and it has not been misused on Completion of Work and submission of final bill. This is essential in order to avoid its misused at any stage.
30. Final bill will be entertained if it is submitted in triplicate and accompanied by:-
 - a. Original MSS and approved proofs.
 - b. Two printed samples
 - c. Acknowledgement of delivery receipts from the official of the University.
 - d. Certificate as required under clause-28 along with the final bill.
 - e. Acknowledgement receipt of the University for having received the CRSU Logo from the firm.
 - f. Sale Certificate from the Paper Mill to the effect that they have manufactured the paper according to the Specification as mentioned in the "Complete Bidding Document" and supplied the paper (stating quantity) to the firm.

Controller of Examinations

The above terms and conditions of the university mentioned at sr. No. 1-30 are accepted.

Signature of the Authorized signatory of the Firm.
With Seal/ Stamp of The Firm



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ANNEXURE-I

Undertaking (on Non Judicial stamp paper)

This is to certify that M/s _____, address
_____ has not ever been debarred / blacklisted from any by
any School / Board / University / Organization / Government Agency, etc. for any reason at any point of time
and no legal case / proceedings is pending against the Agency as on date.

Place: _____

Dated: _____

Signature of the Tenderer
with full name and
Address with seal & stamp



चौधरी रणबीर सिंह विश्वविद्यालय, जीन्द

Chaudhary Ranbir Singh University, Jind

(A Haryana State Government University)

(Established by the State Legislature Act 28 of 2014 and
recognized by UGC Act 1956 u/s 2 (f) & 12-B)

ANNEXURE-II

(Certificate after completion of job/work/order to be signed by the firm duly attested by
1st Class Magistrate/ Notary)

SPECIMEN OF COMPLETION CERTIFICATE

The firm shall give the following certificate / declaration in duplicate, the original on Judicial Stamp Paper duly attested by the 1st Class Magistrate / Notary and submit the same along-with the final bill:-

- i. That the printing of all Answer Books is perfect in all respects and that every Answer Book contains the number of pages as fixed by the University.
- ii. That no excess copy(ies) of Answer Books have been got printed / fabricated and that..... copies of A/Books have been got printed and fabricated in excess and these have also been supplied to the University.
- iii. That each bundle of Answer Books contains 200 Answer Books.
- iv. That for the shortage / defective Answer Books, worked out proportionately for the whole lot on the basis of the inspection reports, the Controller of Examinations, Chaudhary Ranbir Singh University, Jind has the right to take action against me / us as per the terms and conditions, as also any other action as deemed fit by him.

I/We.....solemnly declare and hereby certify that I/We have printed and manufactured _____ copies of Answer Books as per supply order No. _____ dated _____ of the University.

I/We..... of further declare that in case of above certificate is found false, the Controller of Examinations, Chaudhary Ranbir Singh University, Jind shall have full right to impose any penalty / make deductions from bill(s)/security and also in case the fact to this effect comes to the notice after the bill(s) has/have been passed and security released, the Controller of Examinations, Chaudhary Ranbir Singh University, Jind shall have full right to impose penalty in this connection and his decision shall be finally binding upon me / us and I/We shall deposit the same amount of penalty with the University within a fortnight from the date of issue of letter. In the event of failure of my / our firm to deposit the amount of penalty, the Controller of Examinations, Chaudhary Ranbir Singh University, Jind will have the right to prosecute me / our firm and recover the amount through the Court of Law and all expenditure incurred on litigation by the University shall be borne by the firm.

Dated.....

Full Signature.....

Name of the Proprietor.....

Authorized Signatory.....

Designation.....

Complete Address.....



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Ch. Ranbir Singh University Jind

Specification for Supply of Answer Books of 40+4 Pages

S.No.	Size and Specification of Answer Books and works to be done and quality of Paper	Type of Answer Books (Number of Pages)	Quantity	Rates including GST per copy as quoted by the Agency	Amount Including GST
1.	<p><u>44 Pages (40 pages + 2 pages OMR Sheet with Bar Code having 2 bar code detachable portion, + 2 Page revaluation Sheet)</u></p> <p>Size and Paper: A4 (8.36"x11" after trimming) Landscape with 70 GSM of good quality maplitho Paper of Virgin Pulp with 85% Brightness duly printed with University Insignia on top and page no. on each leaf. The OMR Sheet should be of good quality 105 GSM paper and Size of A4 Landscape. The OMR Sheet should be designed in such format which could be easily scanned by OMR Scanner.</p>	44 Pages Answer Books with OMR Sheet (40 pages + 2 pages OMR Sheet with Bar Code having 2 bar code detachable portion, + 2 Page revaluation Sheet) Inclusive Title			
2.	<p>Printing: Title Page of OMR Sheet & Its back in Magenta Color. Sky Blue ink in 2 Page Re-evaluation sheet and 40 pages Printing of University Insignia on center of top of each leaf in Red ink.</p>				
3.	<p>Perforation: Perforation as CRSU on top of all Pages Through & Through excluding OMR Sheet</p>				
4.	<p>Stitching: Thread Sewing as per sample</p>				
5.	<p>Ruling: Vertical Ruling for 1" Margin in Red ink as CRSU letters on left side of each leaf and for writing in blue ink with 20 Horizontal lines on each page</p>				
6.	<p>Sr. No.: Serial Numbering on each title page as may be assigned by the University. Same make of Machine be used for the entire lot.</p>				
7.	<p>Packing: Packing and wrapping in good quality plastic bags containing</p>				



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	200 Answer Books tied with sutli and bag number and serial no of sheets be written on each bag. In each bag 50-50 Answer Books be wrapped with rice paper for safety of Answer Books.				
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Sample first 4 Pages of Answer Booklet with OMR Sheet and Bar Code

CHAUDHARY RANBIR SINGH UNIVERSITY, JIND
(See Instructions Overleaf)
PART -A
(To be filled by the Candidate)

ROLL NO: _____

SUBJECT: _____

SEMESTER/YEAR: _____ SUBJECT CODE: _____

QUESTION PAPER NO: _____ Date: _____

TO BE FILLED BY THE EVALUATOR ONLY

Q No.	A	B	C	D	None	MARKS
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

TOTAL MARKS IN FIGURES: _____

TOTAL MARKS IN WORDS: _____

GOE
STAMP

CHAUDHARY RANBIR SINGH UNIVERSITY, JIND
(See Instructions Overleaf)
PART -B (To be filled by the Candidate)

STUDENT TO FILL THIS AREA FIRST

USE BLACK OR BLUE BALL POINT PEN ONLY

ROLL NUMBER

0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9

QUESTION PAPER NO
(If from Question Paper)

0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9

QUESTION PAPER NO: _____

DATE OF EXAM: _____

NAME OF THE CANDIDATE: _____

FATHER'S NAME: _____

ROLL NO: _____

SEMESTER / YEAR: _____

AGE: _____

SIGNATURE OF CANDIDATE: _____

SIGNATURE OF SUPERVISOR: _____

NAME OF SUPERVISOR: _____



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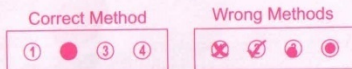
(Established by the State Legislature Act 28 of 2014 and

INSTRUCTIONS TO THE CANDIDATE TO FILL PART B

GENERAL

-B) INSTRUCTIONS FOR CANDIDATES

1. Use Black or Blue Gel / Ball Point Pen for written Alphabets & Numerals in Boxes.
2. Use Black or Blue Gel / Ball Point Pen for filling the Circles completely as shown in the example.



Roll Number									
5	0	6	3	1	2	1			
0	●	0	0	0	0	0			
1	1	1	1	●	1	1			
2	2	2	2	2	●	2			
3	3	3	3	3	3	3			
4	4	4	4	4	4	4			
●	5	5	5	5	5	5			
6	6	●	6	6	6	6			
7	7	7	7	7	7	7			
8	8	8	8	8	8	8			
9	9	9	9	9	9	9			

With Blue or Black Ball Point Pen

3. Candidates to fill their Roll Number from left to right.
4. Do not use whitener or Eraser on the cover page.
5. Fill in the Question Paper ID No. Mentioned on the question paper carefully & darken the corresponding circle.
6. Candidate guilty of marking appeals to examiners in the Answer books will entail the penalty as provided for use of unfair means.
7. No Answer books or paper of any kind is to be removed from the Examination Hall except the question paper. No page is to be torn out / replaced.
8. The Answer-book must be delivered to the Asstt. Supdt. On duty in the room , even if no question has been attempted.
9. No candidate will be allowed to leave the Examination hall before half the time is over.
10. If any candidate writes wrong Roll No. On the answer-sheet a fee of Rs. 100/- will be charged from him/her.
11. Keep the Roll No. Slip always with you and show the supervisory staff on demand.
12. The candidate should follow the university rules. They should not disturb the smooth functioning of the Examination Centre.
13. The Examinees should check up their pockets, desks, benches etc. Immediately after they occupy their seats. If they find any such paper they should handover the same to the Asst. Supt immediately.
14. Before writing on the Answer-book, The candidates should see that they have been supplied correct question paper as per the date sheet and also that the Answer-book supplied to them is not damaged on any account.

GENERAL INSTRUCTIONS

1. Do not write your Roll Number anywhere in the Answer Book except on PART B.
2. Do not use pencil for answering the question except diagrams.
3. Do not write anything inside the answer book which reveals your identity.

INSTRUCTIONS TO THE EXAMINERS / CHECKING ASSISTANT TO FILL PART - A

1. Do not write or mark on the Barcodes.
2. Use Black or Blue Gel / Ball Point Pen for writing Alphabets, Numerals in Boxes.
3. Make no stray marks on this sheet. Use this form with care. Do not fold or smudge.
4. Signature of the Examiner & Checking Astt. Must be done strictly in the space provided for.

1. Make sure that the Answer Booklet contains 40 pages other than OMR Sheet and Revaluation Sheet. No continuation sheets shall be provided to any candidate under any circumstances
2. Do not write your Examination Roll Number/any Mark at any other place other than the space provided on the title cover of the Answer -Book.
3. Do not write any matter except your Examination Roll No. on your question paper.
4. Do not write your name / Department/ College anywhere on the Answer Sheet.
5. Always keep the student Examination I-Card with you and show it to the supervisor staff on duty as and when required/demanded.
6. The candidates should not talk with any examinee and should not disturb smooth functioning of the Examination Centre during the conduct of examination.
7. Candidate should number the answer according to the number given in question paper.
8. No blank pages are left in between answer to various questions.
9. Strike of the blank pages in the Answer book, if any before submitting the answer book to the invigilator.
10. No. candidate shall be allowed to carry inside the examination hall, any textual material, printed or written, bits of paper or any other material of like nature.
11. Candidate shall use only Blue or Black ink pen or ball pen in the answer booklet. Use of any other ink/ball pen (Except blue or black) by the candidate in the Answer booklet shall be considered as use of unfair means. Do not use any ink which is erasable by any means.
12. Do not write anything inside the answer book before distribution of question paper.



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13. The examinees should check their pockets, desk, geometric boxed etc. immediately after they occupy their seats. If any paper written on otherwise found, it should be handed over to the Invigilator on duty.
14. Cellular phones, pagers and articles like nature shall not be allowed in the examination hall (Scientific/simple calculators are however permissible in the examination hall if prescribed).
15. Smoking in the examination hall during the conduct of examination is strictly prohibited.
16. A candidate guilty of making appeals to examiner in his/her answer books will entail the penalty as provided for use of Unfair means.



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RE-EVALUATION AWARDS [II]

(Marks are not to be indicated inside the Answer-Book)

Answer-Book Code No.....

Examination held in20

Subject Paper

Max. Marks Min. Pass Marks.....

Sr. No. of Question	MARKS TO BE FILLED IN BY THE EVALUATOR PARTS OF THE QUESTION IF ANY					Total
	A	B	C	D	E	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Grand Total : In Words In Figures

Signature of the Re-evaluator _____
Date.....
Name.....
Full Address.....
Tel. No.....

Signature of Branch Officer _____
Date.....

RE-EVALUATION AWARDS [I]

(Marks are not to be indicated inside the Answer-Book)

Answer-Book Code No.....

Examination held in20

Subject Paper

Max. Marks Min. Pass Marks.....

Sr. No. of Question	MARKS TO BE FILLED IN BY THE EVALUATOR PARTS OF THE QUESTION IF ANY					Total
	A	B	C	D	E	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Grand Total : In Words In Figures

Signature of the Re-evaluator _____
Date.....
Name.....
Full Address.....
Tel. No.....

Signature of Branch Officer _____
Date.....



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Do not write on this side.

परीक्षार्थी इस पृष्ठ पर कुछ न लिखें ।