



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)

NAAC Accredited (A⁺) Grade

Ref: COE/2024/3694

Dated : 29.10.2024

Phone No.01262-274169, E-mail: coe@mdurohtak.ac.in

Standard Bidding Document for “Purchase of 30 Lakh OMR Answer Books of 38 pages (18 Sheets + 01 OMR Sheet) OMR Sheet of good quality 105 GSM paper having 2 bar coded detachable portions). Size & Paper of Answer Sheet: 8.36”x11” after trimming of good quality, fabricated with 60 GSM Maplitho Paper of Virgin Pulp with 85% Brightness duly water marked with University Insignia and Page Numbering on each leaf. The OMR Sheet should be designed in such a format which could easily be scanned by OMR Scanners” on behalf of the Controller of Examinations (COE), M.D.University, Rohtak (MDU).

PART1: COMPLETE BIDDING DOCUMENT

Name of work : Purchase of 30 lakh Answer Books of 38 Pages (18 Sheets + 01 OMR Sheet).

PRESS NOTICE

MAHARSHI DAYANAND UNIVERSITY, ROHTAK Notice Inviting E-Tender	
Name of Work	Purchase of 30 lakh Answer Books of 38 Pages (18 Sheets + 01 OMR Sheet).
Estimated Cost	Rs. 2.50 Crore
Earnest Money	i) From Bidders/Contractors : Rs.5,00,000/- ii) From MSME (Haryana based): As per Haryana Govt. norms
Time Limit	15 days
e-Tenders to be uploaded upto 14.11.2024 at 9.00 A.M.	
i) The tenders will be received only through e-tendering. For further details visit website https://www.etenders.hry.nic.in	
ii) Cost of Bid document is Rs.15000/- (non refundable) which will be deposited through online mode from https://etenders.hry.nic.in	
iii) Earnest Money (as mentioned above) is required to be deposited through online mode from https://etenders.hry.nic.in	
iv) Willing bidders shall have to pay Rs.1000/- + GST as the e-Service/ Processing Fee through online mode from https://etenders.hry.nic.in	
v) The interested parties/bidders should visit the University website (https://www.mdu.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extension of date, modification of eligibility or amendments in other terms & conditions etc., as corrigendum(s) will not be published in newspapers.	
vi) 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.	

Controller of Examinations,
M.D. University, Rohtak

DETAILED NOTICE INVITING E-TENDER

E-Tender is invited for purchase of below mentioned item in single stage under two cover system i.e. request for Pre-Qualification/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	EMD to be deposited by bidder	Tender Document Fee & E-Service Processing fee (non Refundable)	Start date & time of Bid Preparation & Submission	Last Date & time of Bid Preparation & submission
1.	“Purchase of 30 lakhs OMR Answer-Books of 38 pages (18 Sheets + 01 OMR Sheet) OMR Sheet of good quality 105 GSM paper having 2 bar coded detachable portions). Size & Paper of Answer Sheet: 8.36”x11” after trimming of good quality, fabricated with 60 GSM Maplitho Paper of Virgin Pulp with 85% Brightness duly water marked with University Insignia and Page Numbering on each leaf. The OMR Sheet should be designed in such a format which could easily be scanned by OMR Scanners”.	Rs.5,00,000/-	Rs.15000/- for Tender/Bid Document Fee and Rs.1000/- + GST for e-Service/ Processing fee	30.10.2024 at 9.00 A.M.	14.11.2024 at 9.00 A.M.

1. Any clarification regarding the detailed notice inviting tender may be sought from the Controller of Examinations during office hours at 01262-274169 or coe@mdurohtak.ac.in
2. Tender document is available on website <http://etenders.hry.nic.in> and <https://www.mdu.ac.in>
3. The Bidders would submit bid through e-Tendering only on the website <http://etenders.hry.nic.in>

Under the process, the Pre-qualification / Technical online bid application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) and with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender documents. The tenderer should read the terms & conditions and specification in tender documents strictly before submission of e-tender. Tender documents can be downloaded/uploaded online on the Portal: <http://etenders.hry.nic.in>

1. The payment of Tender Document fee as well as EMD and e-Service/Processing Fee shall be made by eligible bidders through online mode from <https://etenders.hry.nic.in>
2. The interested bidders will be mandatorily required to online sign-up (create user account) on the website <https://www.etenders.hry.nic.in> to be eligible to participate in the e-tender.

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

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date & time	Last date & time
1		Tender Document Download and Bid Preparation / Submission	30.10.2024 at 9.00 A.M.	14.11.2024 at 9.00 A.M.
2	Technical Bid Opening		14.11.2024 at 13.00 P.M.	
3	Financial Bid Opening		After evaluation of the Technical Bids	

Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' state on scheduled time as mentioned above. If any Applicant / Bidder fails 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 / Bid not submitted'.
- 2) Applicant / Bidder must confirm and check his/her bids even 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 Fee and EMD and PQQ/Technical Envelope shall be opened. After that the financial bid quoted against each of the item by the shortlisted bidder/agency wherever required shall be opened online and if the bidder/authorise representative desires to be presented during the opening of bids. The bidder has to submit online Bids as per the dates mentioned in the scheduled/Key dates above.

5) The bids shall be submitted online in two separate envelopes:-

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.

Conditions:-

- 1- The tenderer should keep in touch with the University Website for any change in the DNIT till the last date/revised last date of online invited tender and incorporate such changes in DNIT and the tender bids.
- 2- DNIT and prequalification criteria can be seen on any working day during office hours in office of undersigned.
- 3- Conditional tenders will not be entertained & are liable to be rejected.
- 4- 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 opening of tenders and other conditions will remain unchanged.
- 5- The University reserves the right to reject any tender or all the tenders without assigning any reasons.
- 6- The societies shall produce an attested copy of the resolution of the Executive/Governing body for the issuance of tenders.
- 7- The Jurisdiction of court will be at Rohtak.
- 8- The tender of the bidder who does not satisfy the eligibility/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.
- 9- The bid for the contract 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 modification in the Terms and Conditions of the bid, during the fix validity period, the Earnest Money shall stand forfeited. Bids shall be valid for three months from the date of bid closing i.e. from last date of 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.
- 10- Any work/order, here tendered, may be withdrawn from further processing at any stage at the discretion of the competent authority without assigning any reason.
- 11- The COE is competent to increase/decrease the volume of work/order. 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.
- 12- The University reserves the right to accept or reject or negotiate any of the tender or conditions/items without assigning any reason.
- 13- The Earnest Money (EMD) of the unsuccessful agency / firm shall be returned on completion of Tender process.
- 14- 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.
- 15- Rates should be carefully filled-up both in words and figures without any cutting, erasing or overwriting.

- 16- In case the firm / agency quoting the lowest rates declines to accept the offer, the Earnest Money (EMD) of such firm shall be forfeited and firm shall be blacklisted by the University for any kind of dealing in future.
- 17- Any other conditions as may be deemed appropriate shall be announced at the time of Opening of Tenders in the presence of Bidders.
- 18- The agency / firm shall also append the following declaration with the tender:-

DECLARATION

I/We (Name) of the firm _____ do hereby solemnly affirm and declare 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 will be liable for legal action under Section 182 and Section 415 read with Section 417 and 420 of the Indian Penal Code as the case may be.

Place: _____

Dated: _____

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

Controller of Examinations,
M.D. University, Rohtak

Sr. No.	BIDDER'S ELIGIBILITY CONDITIONS	Page Nos. (to be filled by the bidder)
1-	The bidder must be registered with the Competent Authority/under Companies Act / Rules for carrying on business relating to manufacturing of OMR Answer-Books / Trade in Paper / Paper Board and other related activities.	
2-	The bidder should submit a proof of having an average turn-over of Rs.5.00 crore 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 prior experience relating to manufacturing/supply of OMR Answer Books / trade in paper and / or paper board for a minimum period of three years as on date in the Centre /State Universities ORGovt. Educational Boards OROther Govt. Institutions – proof to be enclosed.	
4-	The bidder is required to produce a Work Satisfaction Certificate from the Centre / State Government Universities OR Govt. Educational Boards OR Other Govt. Institutions which has been mentioned by the bidder for eligibility as per point No.3 above.	
5-	The bidder must submit an Affidavit on non-judicial stamp paper duly attested by 1 st 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 asAnnexure-II.	
6-	<p>The individual signing the Tender or other document, in connection with the Tender must certify so as to whether he / she has signed as:-</p> <p>a. A “Sole Proprietor” of the firm OR constituted attorney of such proprietor.</p> <p>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.</p> <p>c. Authorized Signatory of Pub. Ltd. Corp. or Pvt. Ltd. Co.</p>	
7-	Copy of Income Tax Return filed during last three years.	
8-	Copy of Permanent Account No. (PAN) under Income Tax Act.	
9-	Proof of Registration for GST.	
10-	Hardcopy of HSN Code must submit while quoting the tender.	
11-	Earned Money (EMD) of Rs.5,00,000/- through online mode only.	
12-	Tender Document Fee of Rs.15000/- through online in favour of Finance Officer, M.D. University, Rohtak payable at Rohtak.	
13-	Earnest Money (EMD), Tender Fee & e-Service Fee through any other mode is not acceptable.	
14-	<p>The Tender must be accompanied with the following:-</p> <p>1- Prescribed Proforma for Schedule of Specification at Page-7 in clear terms along-with a copy of the Terms & Conditions duly signed to the effect that these are acceptable</p> <p>2- Sample of good quality 105 GSM paper for OMR Sheet AND 60 GSM Map-litho Paper of Virgin Pulp with 85% Brightness of Answer Book.</p> <p>3- The Bidder must submit original Authorization Certificate from the Paper Mill to participate in the Tender with the stipulation that Paper Mill will supply the required water-marked paper to the firm as per specification mentioned in the "Complete bidding Document."</p>	

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Specification(s) of 30 lakhs OMR Answer-Book of 38 pages (18 Sheets + 01 OMR Sheet)

Sr.No.	Specification(s) of OMR Answer- Books
1	38 pages (18 Sheets + 01 OMR Sheet) OMR Sheet of good quality 105 GSM paper having 2 bar coded detachable portions). Size & Paper of Answer Sheet: 8.36"x11" after trimming of good quality, fabricated with 60 GSM Maplitho Paper of Virgin Pulp with 85% Brightness duly water marked with University Insignia and Page Numbering on each leaf. The OMR Sheet should be designed in such a format which could easily be scanned by OMR Scanners.
2	Printing: title page of OMR Sheet & its back in Magenta colour. Sky blue ink in 36 pages (18 sheets) answer books with secret marks
3	Perforation: Perforation as MDU on top on all pages through & through excluding OMR Sheet
4	Stitching : Thread sewing as per sample
5	Ruling : Ruling for margin in Red Ink as MDUR letters as per specimen and for writing in blue ink with 22 lines on each page
6	Sr. No. : Serial Numbering on each title page as may be assigned by the University. Same make of machine be used for entire lot.
7	Packing: Packing and wrapping of Answer Books in good quality plastic bags containing 200 Answer Books in each bag. Each bag stitched, tied with sutli and with mark of bag number alongwith Sr. No. of Answer Books be written on each bag. In each bag 50-50 Answer Books be wrapped with rice paper for safety of Answer Books.

TERMS & CONDITIONS

1. F.O.R : M.D. University, Rohtak.
2. GST as applicable under Govt. rules shall be extra. However, Sr. No.66 of Table of the Notification of Govt. of India, Ministry of Finance (Deptt. of Revenue), No.12/2017 – Central Tax (Rate), dated 28.06.2017, published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section (i), vide number G.S.R. 691(E), and amended vide Notification No.2/2018 – Central Tax (Rate) dated 25.01.2018 sub-clause (o)(ii)(A) may be consulted before quoting the rates in the financial bid. For deciding L1, L2, L3, etc. the rates including taxes will be considered.
3. The e-tender shall be opened in the office of the Controller of Examinations, MDU Rohtak. Technical Bid will be opened on **14.11.2024 at 13.00 P.M.** onwards and Financial Bid will be opened after evaluation of the technical bids by the Sub-Committee of CPC and in the presence of the bidder / his/her authorized representative, if he/she is willing to be present. The Committee reserves the right for negotiation thereafter, at any stage, if considered necessary.
4. The whole work is to be completed and goods be supplied within stipulated time, failing which the firm will be liable to imposition of penalty for the late execution of the job/work payable as under:-
 - a) For delay upto 10 days : 01% per day of the value of amount payable for each lot.
 - b) For delay over 10 days (But not later than 20 days):10% of the value of amount payable for each lot.

In case, the supply order is not honoured or the work is not completed within the prescribed time limit, the Controller of Examinations 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 Controller of Examinations, will be taken against the Tenderer.**

5. The material / goods of the supplier will be accepted subject to the approval by the Inspection Committee.
6. At random 1% checking of Answer Books with OMR Sheet of each lot will be carried out by the University in the presence of authorized representative of the firm, if available and total number of defective Answer Books shall be worked out on proportionate basis. Say, if three defective Answer Books are found in the checking of 200 OMR A/Books in a lot of 1 lakh Answer Books with OMR Sheet, then, the total defective OMR A/Books will be deemed as $3/200 \times 1,00,000 = 1500$ copies. This will be multiplied by per copy quoted rate and so deductions shall be made from the bill of firm.
7. Incomplete Tender / Conditional Tender and Tender without Earnest Money (EMD), Tender Fee & e-Service fee, will not be accepted.
8. The Financial Bids of only those Bidders will be opened who qualify the Process of Evaluation of Technical Bids.
9. The rate per Answer Book for “fabrication of Answer Books of 38 pages (18 Sheets + 01 OMR Sheet) be quoted through online.
10. An Affidavit may be submitted by the bidder / firm stating its capacity with the Tender in terms of number of Printing Machines, Ruling/Web Machines, Stitching Machines, Work Floor Area and Storage Capacity etc. relating to fabrication of Answer Books.
11. As the work relating to the manufacturing of Answer Books with OMR Sheet involves special importance, and sanctity, hence, before making allotment, the reputation, quality of paper, technical expertise and capacity of firm shall be taken into account. Rates alone will not be the deciding factor in allotment of work. 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 / vendor.

12. The Earnest Money (EMD) of the unsuccessful Bidder(s) shall be returned on completion of all the Tender process and EMD of the firm who allotted the work / order, shall be returned after completion of allotted work/order.
13. The firm to which, the work of “fabrication of OMR Answer Books” are allotted, will have to deposit 5% Performance Guarantee, as Security Money in the form of Demand Draft / Bank Guarantee within 10 days of allotment of work for the guarantee period of one year, in addition to Earnest Money (EMD) already deposited.
14. The MSME registered in Haryana only for the same work are exempted for the submission of EMD as per Haryana Govt. Guidelines. Proof will have to be submitted in this regard.
15. In case, the supplier / vendor backs out of its contract, its Earnest Money (EMD) 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.
16. 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.
17. The firm, which is assigned the Supply Order for “OMR Answer-Books”, shall be required to continue supply of Answer Books on the same rate and Terms & Conditions as applicable for the present work, till the new Tender is honoured / invited or in a further period of six months whichever is earlier.
18.
 - (i) In case of OMR Sheet, if the paper quality in GSM is found less than 105 GSM but greater than or equal to 103.5GSM, the amount will be deducted proportionally. However, if GSM is more than 105 is provided than no extra payment will be made by the University for increased GSM.
 - (ii) In case of other 18 Sheets contained in the Answer-Book, if the paper quality in GSM is found less than 60 GSM but greater than or equal to 58.5 GSM, the amount will be deducted proportionally. However, if GSM is more than 60 is provided than no extra payment will be made by the University for increased GSM.
 - (iii) The quality of paper of the Supplier / Vendor shall be got tested, if required, from authorized / recognized Research Laboratory and in case, the quality of paper is found poor / low according to specification, the firm will be liable for imposing any kind of penalty as decided by the Committee. If the quality of the paper provided is less than the value of minimum prescribed GSM as mentioned in (i) & (ii) above, the penalty will be imposed @ 5% of the value of the lot in addition to proportional deduction in respect of lesser GSM value. Besides penalty, the Testing Fee shall also be recovered from the firm.
19. The quantity of Answer Books with OMR Sheet to be manufactured is given in the Schedule of Specifications and during the period of Contract can, however, be increased or decreased at the discretion of the Controller of Examinations. The manufacturer / supplier shall not print Answer-Books more than the quantity ordered for. “However, variation of +10% 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.”

20. Proof / revised proofs / symbolic perforation / material etc. appropriate size of Answer Books with OMR sheet 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 Answer Books with OMR Sheet strictly as per supply Order.
21. 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.
22. The delivery of Answer Books duly manufactured in satisfactory conditions and according to the Specifications and packed in the bundles of good quality plastic bags with necessary marks on the bundles as specified i.e. Packing and wrapping of Answer Books in good quality plastic bags containing 200 Answer Books in each bag. Each bag stitched, tied with sutli and with mark of bag number along with Sr. No. of Answer Books be written on each bag. In each bag 50-50 Answer Books be wrapped with rice paper for safety of Answer Books. The Answer Books will be taken at M.D. University premises after inspection. The packing, forwarding, delivery charges and loading, unloading etc. shall be borne by the firm.
23. The firm will submit such periodical reports about the manufacturing of Answer Books as may be desired by the University. The Officer / Team as deputed by the University authorities can visit the premises of the firm during the period of manufacturing to see the Infrastructural facilities, Progress Work and to ascertain that the Goods are being manufactured as per Specifications. The TA / DA and other expenses to the visiting Team / Committee shall be paid by the supplier / firm.
24. If required, during the course of inspection, the Inspection Team / Committee will take out sample sheets of paper of a ream / reams / reels as well as printed samples of Answer Books at random for technical test, if deemed necessary by the University. In case, the paper is not found as per required specification, then, the University will take action as is deemed fit.
25. The firm shall be responsible for the safe custody and security of Answer Books with OMR sheet till the delivery to the University. In case, at any time, it comes to the notice of the University that Answer Books have gone out, found in possession with any unauthorized person / agency from a source connected with the firm, through its connivance or negligence, the action as deemed fit by the Controller of Examinations 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, M.D. University, Rohtak 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.
26. The firm shall supply the Goods / Answer books duly manufactured as per requirement of the University / schedule given in the Supply Order.
27. A copy of the report showing details of defects and shortages etc. during physical checking duly signed by the Inspection Committee 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.

28. The Bill, in duplicate, may be sent to the Branch Officer (Conduct), M.D. University, Rohtak for payment.
29. The University will accept the Bill in triplicate with every instalment received along-with delivery vouchers and will make effort for making payment after retaining 10% from each bill.
30. No advance payment will be made to the firm, which is assigned, the Supply Order for OMR Answer-Books. The online / cheque of 90% amount of each bill shall only be made to the firm after the date of inspection. The remaining 10% amount of each bill shall be paid along-with the final bill after settlement of accounts.
31. The Completion Certificate (Annexure-I) as per specification(s) of Answer Books with the Term and Conditions is also required to be given by the firm.
32. 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.
33. 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-31 along with the final bill.
 - e) Acknowledgement receipt of the University for having received the MDU 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.
34. Jurisdiction: Disputes, if any, shall be subject to the jurisdiction of Courts at Rohtak, Haryana. Any other jurisdiction mentioned in the quotation or tender or invoices etc. shall be invalid and shall have no legal sanctity.

CONTROLLER OF EXAMINATIONS

The above terms & conditions of the University mentioned at Sr. No.1 to 34 are acceptable.
Signature of the Authorized signatory of the firm (With seal/stamp of the firm)

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:-

- a. 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.
- b. 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.
- c. That each bundle of Answer Books contains 200 Answer Books.
- d. 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, M.D. University, Rohtak has the right to take action against me / us under clause 25 of 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, M.D. University, Rohtak 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, M.D. University, Rohtak 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, M.D. University, Rohtak 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.....

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