

Notice Inviting Quotation

for

Entering in to Annual Rate Contract for Printing Works of RGU

At

RAJIV GANDHI UNIVERSITY, DOIMUKH/ITANAGAR, ARUNACHAL PRADESH



**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH-791112
ARUNACHAL PRADESH**

Phone: 0360-2277253 Email:rgureg@gmail.com

Website: <http://www.rgu.ac.in>



राजीव गाँधी विश्वविद्यालय
रोनो हिल्स, दोईमुख
RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH

No. ST-193/PW/2023 /140

Dated, the 2nd July, 2026

उद्घरण आमंत्रण सूचना/NOTICE INVITING QUOTATION

Rajiv Gandhi University, Rono Hills, Doimukh invites sealed quotation from registered firms/parties for annual rate contract of Printing Works of RGU. Interested registered firm/parties may send their quotations in sealed cover addressed to the **Registrar, Rajiv Gandhi University, Rono Hills, Doimukh** super-scribed with the words **"Rate Contract for Printing Works of RGU"** and complete in all respects should be dropped in the tender box kept in the office of the Registrar, RGU Doimukh. The quotations will be opened within one week after closing date at the Chamber of the Chairman, Purchase Committee (General), Rajiv Gandhi University, Doimukh, Arunachal Pradesh. The quotations received after the scheduled date and time will be rejected out-rightly.

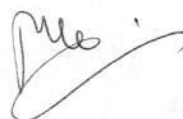
Terms and Conditions :

1.	The Rate Contracts concluded as a result of this Tender inquiry shall be governed by the 'Terms & Conditions' and other relevant instructions as contained in this Tender Document.
2.	Quotations received without Tender Fee, Bid Security (EMD) by way of Demand Draft or FDR in the name of Registrar, Rajiv Gandhi University, Doimukh/ Itanagar will not be considered at all.
3.	Bidders are requested to enclose a self attested copy of their valid GST Certificate, PAN Card, Valid Trading License etc.
4.	Tenderers must have the machineries in their workshop like; CTP Machine, Four Colour Machine, Perfect Binding Machine, Lamination Machine etc. and submit the certified copy from Govt. Press/Office.
5.	The competent authority reserves the right to accept or reject any or all tenders without assignment any reason
6.	Tenderers may note that if the date of tender opening given in this Tender Document is declared to be a holiday, the tender shall be opened on the next working day at the same timing.
7.	Late/delayed tenders received due to any reason whatsoever will not be accepted under any circumstances.
8.	Acceptance of the rate will be communicated by Speed post /E-mail/University Website or any other form of communication.
9.	Each and every page of the tender documents must be signed by the bidder.
10.	The parties to the contract are the contractor (the tenderer to whom the work has been awarded) and the RGU, Arunachal Pradesh for and on behalf of the Registrar, RGU, Rono Hills, Doimukh.



11.	Bid Security/Earnest Money amounting to Rs. 30,000/- (Rupees thirty thousand) only should be submitted in the form of Account Payee Demand Draft/FDR from any of the commercial banks drawn in favour of "Registrar, Rajiv Gandhi University, Itanagar" along with the tender. (Other details as mentioned in the tender form). It is also clarified that the quotations received without earnest money will be summarily rejected. The DD may be prepared in the name of "Registrar, Rajiv Gandhi University" payable at Itanagar/Naharlagun.
12.	Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the Rajiv Gandhi University.
13.	The EMD, in case of successful bidders shall be retained as performance security and in case of unsuccessful Bidders the EMD shall be returned within 30 days from the date of opening of the bid or till the finalization of the tender, whichever is later. The EMD shall be refunded to the unsuccessful tenderers on written request. No interest will be payable by the Rajiv Gandhi University authorities on the EMD.
14.	In case the tenderer withdraws, modifies or change his offer during the contract period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof.
15.	Tender fee/Processing Fee (non-refundable) will be amount of Rs.1,000/- (Rupees one thousand) only and the tenderer shall deposit a separate Bank Draft in favor of " Registrar, Rajiv Gandhi University, Rono Hills, Itanagar, Arunachal Pradesh " along-with tender documents. The tenders submitted without tender fee shall liable to be rejected summarily.
16.	Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up. Incomplete bids received after due date shall not be entertained. The Institute shall not be responsible for any postal delay and delay in receipt of the offer. Any bids received by the Institute which does not fulfill the desired terms and conditions shall be rejected out rightly and no communication in this regard shall be sent. Delayed / Late Bids will not be accepted at any circumstances.
17.	Any addition and deletion of authorized dealership / distributorship shall be intimated to the undersigned immediately on authorization of a new party.
18.	At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the Website of Rajiv Gandhi University (http://www.rgu.ac.in). In order to provide reasonable time to take the amendment into account in preparing their bid, Quotation Inviting Authority may or may not, at his discretion, extend the date and time for submission of quotations.
19.	An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract irrespective of validity period.
20.	The percentage of discount quoted by each firm in tenders shall be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders.
21.	The bidder must have adequate experience of execution of similar work in Govt. offices / PSUs / Autonomous Bodies and other similar organizations. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last three years to this effect must be submitted along with the offer.

22.	The Rajiv Gandhi University, Arunachal Pradesh reserves the right to accept the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The Rajiv Gandhi University, Doimukh Arunachal Pradesh reserves the right to reject any part or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.
23.	Delivery of goods shall be made by the supplier within 30 days of placing of purchase order; however, in case of emergent requirement the firm has to supply the required quantity of goods within 1 weeks of placing of order also. In few cases the items are to be delivered at a very short notice i.e. within 24 hours.
24.	Supply of material will have to be completed within 30 days or period mentioned in the purchase order. The liquidated damages charges @ 0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value. Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.
25.	If successful tenderer fails to supply material within the stipulated delivery date or material supplied other than specification specified in our supply order, Rajiv Gandhi University, Arunachal Pradesh reserves the right to procure same or equivalent material from alternative sources at the vendor's risk, responsibility and cost. Any extra cost incurred in the procurement of the material from alternative source will be recovered from the Security Deposit / Bank Guarantee and Pending Bills and if the value of the materials under risk purchase exceeds, the amount of Security Deposit and / or Bank Guarantee and Pending Bills, the same may be recovered if necessary by due legal process.
26.	The bill in triplicate may be sent to this office for settlement after satisfactorily delivery of the material. The bill should have full particulars of the item(s) and tax components. No payment shall be made in advance nor shall the loan from any bank or financial institutions be recommended on the basis of the order of award of work. No payment will be made for goods rejected.
27.	In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by Rajiv Gandhi University, Doimukh Arunachal Pradesh "in that event the security deposit shall also stands forfeited.
28.	The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing from Rajiv Gandhi University, Arunachal Pradesh ", which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.
29.	If any conflict or difference arises concerning this agreement, its interpretation on payment to the made there-under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Registrar, Rajiv Gandhi University, Doimukh/Itanagar Arunachal Pradesh ". Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1990 and the rule framed there under and in force shall be applicable to such proceedings.



30.	The agreement shall be deemed to have been concluded in Doimukh, Arunachal Pradesh and all obligations hereunder shall be deemed to be located at Doimukh, Arunachal Pradesh and Court within Arunachal Pradesh will have Jurisdiction to the exclusion of other courts.
31.	The rate contract is initially for 2 (two) years financial year 2026-27 & 2027-28 and may be extended for further period subject to satisfaction of work & service provided with mutual understanding. However, Rajiv Gandhi University, Doimukh/ Itanagar Arunachal Pradesh shall, however, reserve the right to terminate the contract at any time without assigning any reason.
32.	The items will have to be supplied at Rajiv Gandhi University, Doimukh Arunachal Pradesh. No transportation charges will be paid for this purpose.
33.	Rajiv Gandhi University, Arunachal Pradesh shall be the sole authority to cancel or amend the order, as per requirement, and also to place order for supply of item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
34.	In case a proposal is accepted the supplier must sign an agreement deed with us on a non-judicial stamp of appropriate value while entering into rate contract.
35.	The firm should have availability of a responsible person on call on all working days between 09:00 Hrs to 18.00 Hrs.
36.	Order shall be issued actual need basis. Bills in triplicate for the items supplied by the selected firm should be raised for payment. Payment shall be released after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office/ department and accepted. If any item is found to be defective, or not of the desired quality, the same shall be replaced immediately, for which no extra payment shall be made by Rajiv Gandhi University, Arunachal Pradesh.
37.	The selected tendering Firm/Agency shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours and on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to Rajiv Gandhi University, Doimukh Arunachal Pradesh.
38.	In case the quality of goods supplied are not in conformity with the standard given in tender or the supplies are found defective at any stage these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The Purchase Committee/ the department concerned reserves all right to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged.
39.	Each page of the Tender Notice to be signed and stamped by the bidder in token of having accepted the same.
40.	The rate of Sale Tax/GST should be mentioned clearly and seperately.
41.	Payment of the bill will be made after receipt of the goods in satisfactory condition.
42.	No revision in rate (on higher side) will be accepted during contract period.
43.	Order will be placed as per requirement, irrespective of value of the order.

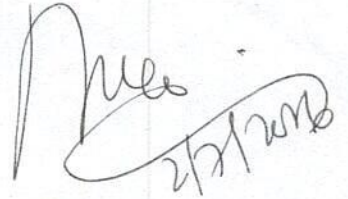


44.	Bidder must submit the documents of Annual Turnover not less than 1.00 cr. for previous three consecutive Financial Years.
45.	Supply should be made in full against the order and shortage will be procured from other supplier on the risk and cost of the original supplier.
46.	Supply should be made from the latest batch of production with maximum life period & original packing.
47.	The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.
48.	Bidders must submit the documents of IT return filed /Balance Sheet for successive three Financial Years.
49.	Any correspondence related to this tender shall be uploaded in the university website. Interested tenderers are advised to visit the university website www.rgu.ac.in regularly to keep themselves updated till the finalization of the bid as any change/modification in the tender will be intimated through the website only.


21/11/2024
कुलसचिव/ REGISTRAR

Schedule of Tender

1. Tender Reference No. : ST-193/PW/2023
2. Tender submission starting date : 6th July, 2026
3. Tender submission closing date & time : 27th July, 2026 till 04:00 pm
4. Amount of Tender Fee : Rs. 1,000.00
5. Amount of Earnest Money Deposit(EMD) : Rs. 30,000.00
6. Tender opening date & time : Shall be uploaded in the university's website
4. Tender document may be downloaded from this University's official Website "<http://rgu.ac.in>".



कुलसचिव/ REGISTRAR

TENDER FORM
INFORMATION AND UNDERTAKING.
(Tenderer may use separate sheet wherever required)

Sl No.	Details of the Firm / Bidder	Page No. of the tender documents	Remarks
1.	Name & Address of the Manufacturer/Authorized Distributor/ Dealer		
2.	Whether the Firm is located in Arunachal Pradesh. Yes/ No		
3.	Details of the Earnest Money Deposit (EMD) DD No: - Dated: - Drawn on Bank: - Amount: - Rupees.....only		
4.	Details of the Tender Processing Fee (Non-refundable) DD No: - Dated: - Drawn on Bank: - Amount: - Rupees.....only		
5.	Details of the cost of Tender documents (Yes/No) DD No.: Dated: - Drawn on Bank: - Amount: - Rupees.....Only		
6.	Copy of Registration of the firm		
7.	Copy of CST/GST Registration		
8.	Copy of PAN/ TAN card		
9.	Tender Form (Annexure – I)		
10.	Undertaking (Annexure – II)		
11.	Litigation/Arbitration Certificate (Annexure – III)		



12.	Certificate of No Deviation (Annexure – IV)		
13.	Certificate of Price Justification (Annexure – V)		
14.	Non Blacklisting Certificate (Annexure – VI)		
15.	Bank Mandate Form (Annexure-VII)		
16.	Financial Bid Format (Annexure – VIII)		
17.	Copy of Income Tax Return for last 3 years		
18.	Have you previously supplied these items to any Government / private organization? If yes, attach the relevant proof.		
19.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items		
20.	Any other information important in the opinion of the tenderer		

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy/copies of the document(s) are kept.
- In case of non-fulfillment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Dated:
Place:

(Dated Signature of the Tenderer with stamp)



Annexure - II

Undertaking

1. That I/we have carefully studied all the terms & conditions of NIQ and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and
I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspections by the Rajiv Gandhi University, Doimukh, Arunachal Pradesh.
5. I/We shall be responsible for the cancellation of tender if samples are not up to mark.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:



UNDERTAKING REGARDING LITIGATION/ARBITRATION

(To be submitted on Non-judicial stamp paper)

NIQ No.:

Date

To,

The Registrar
Rajiv Gandhi University
Rono Hills, Doimukh.

We hereby confirm and declare that we, M/s -----, does not have any litigation / Arbitration History with any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For.....

Date.....

Authorized signatory

A handwritten signature in black ink, appearing to be 'Dale' followed by a long, sweeping horizontal stroke.

Annexure - IV

CERTIFICATE OF NO DEVIATION

(To be given on letter head)

NIQ No.:

Date

I/We, M/s _____ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of Rajiv Gandhi University, Doimukh, Arunachal Pradesh tender specification, either technical or commercial, and I/We agree to all the terms and conditions mentioned in RGU, Arunachal Pradesh tender specification with associated amendments & clarification

[Signatures of the Bidder with Name, Designation & Company's Seal]

A handwritten signature in black ink, consisting of a stylized 'M' followed by a long horizontal stroke that curves upwards at the end.

Annexure -V

CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

NIQ No.:

Date.....

I/We, M/s. _____ certify that the rates provided are our best rates and we have not given these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

Signature and stamp of the bidder

A handwritten signature in black ink, appearing to be 'D. K. S.', with a long horizontal flourish extending to the right.

Annexure - VI

NIQ No.:

Date.....

NON BLACKLISTING CERTIFICATE

[To be submitted on letterhead]

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will be supplied the item as per the specification given by Rajiv Gandhi University, Arunachal Pradesh and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Rajiv Gandhi University, Arunachal Pradesh may impose any action as per NIQ rules.

Date:

Name

Place:

Signature of Bidder:

Business Address

Seal of the Bidder:



Annexure - VII

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM

Name of City	
Bank Code No.	
Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Supplier's Account No.	
Type of Account	
IFSC code for NEFT	
IFSC code for RTGS	
Supplier's name as per Account	
Telephone no. of supplier	
Supplier's E-mail ID	

[Signature with date, name and
designation] For and on behalf of M/s _____

[Name & address of the bidder]



List of Printing Items

Sl.No.	Particulars	Paper Size	No. of Pages	Paper Quality	Kg/GSM
1.	Issue Register (with university Cover Page with Logo)	Legal	Both side print (500 pages)	Azure Laid Paper	70 GSM
2.	Asset Register (with university Cover Page with Logo)	Legal	Both side print (500 pages)	Azure Laid Paper	70 GSM
3.	Note Sheet	Legal	Both side print (100 pages)	Azure Laid Paper	70 GSM
4.	Leave Pass Book (Cover Lamination)	1/8 Demy	48 pages	Maplitho Inner pages Cover Century Board	Inner 70 GSM Cover 100 GSM
5.	Admission Form for Day care Centre	1/4 Demy	Both side	Maplitho	70 GSM
6.	Notification Day Care Centre	1/4 Demy	Single side	Maplitho	70 GSM
7.	Medical Referral Certificate	1/4 Demy	Triplicate (single side)	Colour Demy	60 GSM
8.	Brown Envelope	9"X4.5"	--	Good Quality	70 GSM
9.	Letter Head (General)	1/4 Demy	1 Pad 50 Sheets	Executive Bond	100 GSM
10.	Envelope A4 Inside Laminated Yellow Colour	11.5"X9.5"	--	Good Quality	90 GSM
11.	Yellow Envelope (Inside Laminated)	14"X9.5"	--	Good Quality	90 GSM
12.	Envelope Green (Inside Net Pasted)	14"X10"	--	Good Quality	90 GSM
13.	Lab Report cum Cash Memo	1/8 Demy	Duplicate with Sl. No. both side	Maplitho	60 GSM
14.	CPF Passbook (Yellow Laminated Cover)	1/8 Demy	80 pages inner	Cover Century Board	Inner 70 GSM Cover 100 GSM
15.	Student Health Dairy (Yellow Laminated Cover)	1/8 Demy	(52 pages) inner pages	Cover Century Board	Inner 70 GSM Cover 100 GSM
16.	Employee Health Dairy (Yellow Laminated Cover)	1/8 Demy	(48 pages) inner pages	Cover Century Board	Inner 70 GSM Cover 100 GSM
17.	Registration Card	1/6	1 Pad 50 Sheets	White Ivory Paper	300 GSM
18.	Peon Book (Colour Green) (with university Cover Page with Logo)	1/5	Both side (50 pages)	Demy	70 GSM
19.	Migration Certificate (Pink)	1/5	Single side	Colour Demy	80 GSM
20.	Challan (RGUF-2)	Legal	Single side	DFC	10.4 Kg
21.	Stock Register (with university Cover Page with Logo)	Legal	100 Pages (Each Book)	Azure Laid	70 GSM
22.	Application for Migrating Eligibility Certificate	Legal	1 Pad 100 pages (Both side)	DFC	10.4 Kg
23.	Application for Migration Certificate	A4 size	Single side	Maplitho	80 GSM
24.	Student Registration Record (Both side print)	Legal	100 pages	Azure Laid	80 GSM
25.	Prescription Pad (Bi-colour)	1/4 Demy	Single Side	Maplitho	80 GSM



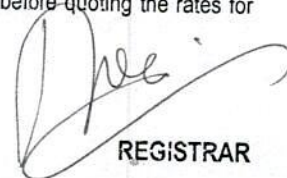
26.	Letter Head (for Officer)	1/4 Demy	Single (colour)	Executive Bond	100 GSM
27.	Colour Envelope	9"X4.5"	Single	White Maplitho	80 GSM
28.	Electricity Bill (1+1 Both Side Print))	1/8 Demy	100 pages	Maplitho Colour Demy	60 GSM
29.	Student Admission Receipt Triplicate all printed	1/8 Demy	01 book 100 pages (single side)	Maplitho Colour Demy	60 GSM
30.	Arun Chatta (Magazine) Cover Laminated	1/4 Demy	26 pages	Maplitho	Inner 70 GSM (Single Clour)Cover 250 GSM Colour
31.	File Cover Cloth Pasted Spine	13.5"X10"	Single side	32 Ounch	--
32.	File Board	10"x13.5"	--	Best Quality	--
33.	Despatch Register (with university Cover Page with Logo)	Legal	Both side Print (500 pages)	DFC	70 GSM
34.	Case Book (with university Cover Page with Logo)	17"X28"	Both side	DFC Azure Laid Paper	70 GSM
35.	Contingent Bill Form	Legal	Single side	DFC	65 GSM (10.6 Kg)
36.	Medical Reimbursement Form "A"	A4 Size	Both side	Demy Maplitho	70 GSM
37.	Medical Reimbursement Form "B"	A4 Size	Both side	Demy Maplitho	70 GSM
38.	Application for Medical claim	A4 Size	Single side	Demy Maplitho	70 GSM
39.	Medical Charges Reimbursement Bill	A4 Size	Single side	Demy Maplitho	70 GSM
40.	Cloth Pasted Envelope	14"X11"	--	Good Quality	90 GSM
41.	I Card Student	3"X4"	Both side	Ivory Paper	220 GSM
42.	Scripting Pad	5.5"X8"	Single (colour)	Executive Bond	100 GSM
43.	Attendance Register (Students)	Legal Size	30 pages	DFC	Paper 10.6
44.	Attendance Register (Employee)	Legal Size	30 pages	DFC	Paper 10.6
45.	Vehicle Log Book (with university Cover Page with Logo)	Legal Size	Both side Print (100 Pages)	DFC	Paper 10.6
46.	Admit Card (UG) EX-001	1/6	1 Both side	Century Board	26 kg
47.	Admit Card (PG) EX-002	1/6	1 Both side	Century Board	26 kg
48.	Students Attendance Sheet (Card) Pink EX-003	1/6	1 Both side	Century Board	26 kg
49.	Provisional Degree Certificate	A4 Demy	1 Page (Colour)	Centrury Board	26 Kg
50.	Application form for degree certificate EX-007	Legal	1 Page Single Colour	DFC	70 GSM
51.	Parcel Opening Certificate EX-005	Legal	1 Page Single Colour	DFC	70 GSM



52.	Certificate for Record of Answer Script EX-006	Legal	1 Page Single Colour	DFC	70 GSM
53.	Form for paper setter Ex-020	Legal	1 Page Single Colour	DFC	70 GSM
54.	-do- blank paper Ex-021	Legal	1 Page Single Colour	DFC	70 GSM
55.	Forwarding letter for dispatching of A/Script	A4 Demy	1 Page Single Colour	Demy	16 Kg/70
56.	Form (E-4) EX-004	A4 Demy	Page Single Colour	Demy	16 Kg/70
57.	Appointment letter Paper Setter/Examiner EX-008	Legal	Page Single Colour	DFC	70 GSM-10'4 Kg
58.	Memo Slip EX-012	Legal	Both side Single Colour	DFC	70 GSM-10'4 Kg
59.	Form for Superintendent Report EX-036	Legal	Both side Single Colour	DFC	70 GSM-10'4 Kg
60.	Absent Slip EX-024	Legal	Both side Single Colour	DFC	70 GSM-10'4 Kg
61.	Application form for issue of consolidated mark sheet EX-010	A4 Demy	1 Page Single Colour	Demy	16 Kg/70
62.	Application form for Duplicate Mark sheet EX-013	A4 Demy	1 Page Single Colour	Demy	16 Kg/70
63.	Examination form for M.Ed./B.Ed EX-014	Legal	Both Side Single Colour	DFC	70 GSM/10'4 Kg
64.	Remuneration Bill Form EX-016	Legal	Both Side Single Colour	DFC	70 GSM/10'4 Kg
65.	Examination Form (PG) EX-017	Legal	Both Side Single Colour	DFC	70 GSM/10'4 Kg
66.	Examination Form (UG) EX-018	Legal	Both Side Single Colour	DFC	70 GSM/10'4 Kg
67.	Memo Slip (CoE/JR(Exam) EX-019	A4 Demy	1 page Single Colour	Demy	16 Kg/70
68.	Duty Chart of the Supervisory and service staff EX-022	Legal	1 page Single Colour	DFC	70 GSM/10'4 Kg
69.	Award List EX – 009	½ DFC (A3)	1 page Single Colour	DFC	70 GSM
70.	Proforma for keeping account of Supplementary Answer books Ex-023	½ Demy (A3)	Both Side Single Colour	Demy	16 Kg/70
71.	Attendance Sheet Ex -11	½ Demy (A3)	Both Side Single Colour	Demy	16 Kg/70
72.	Consolidated Remuneration Bill Ex-015	½ DFC	1 page Single Colour	DFC	70 GSM 10'4 Kg
73.	Envelope (Large : 18x12)	A3	--	Yellow (Plastic Coated)	--
74.	Envelope A4	A4	--	Yellow (Plastic Coated)	--
75.	Envelope Legal size	Legal	--	Yellow (Plastic Coated)	--

Note :

1. It is request to all the bidders/firms to verify the sample of all the printing items at RGU Office before quoting the rates for each item.
2. All items shall be in bilingual format.



REGISTRAR

Memo No. ST-193/PW/2023 /140

Copy to:

Dated the 03 July, 2026

1. All authorized dealers/ suppliers.
2. The Jt. Director, Computer Centre for information and uploading the Tender Notice on the University website.
3. The Editor, Arunachal Times, Itanagar/Arunachal Front, Naharlagun is requested to publish (one issue) in the esteemed newspaper the enclosed gist of the Tender Notice.
4. Notice Boards.
5. Guard File.
6. Office copy.



कुलसचिव/ REGISTRAR