

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA SURATHKAL HOSTELS TRUST®

POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)

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NOTICE INVITING QUOTATION

Notification. No: 13/NITKSH/Grad book/2025-26/ Supdt.

Date: 17/09/2025

Name of Goods	Grad Book'2025
Estimated Amount:	₹4,00,000/- (GST Inclusive)
Quantity (No's)	Approx. 500
Last Date for submission of Quotation	24/09/2025 before 3.00 PM
Bid Opening Date	24/09/2025 at 4.00 PM (if possible)
Contact person	Professor in charge, Hostels Phone: +91-824-2473104 Mob: 6364244536 Email: hosteloffice@nitk.edu.in
Address for Submission of Quotation	NITK Hostel Office, First floor Sahyadri Hostel Block building Srinivasnagar Mangalore – 575025.



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NOTICE INVITING QUOTATION (NIQ)

Sealed Quotations as per the Price Schedule given in this NIQ are invited for the following items subject to the terms and conditions, from the reputed manufacturers or their authorized dealers to reach on or before the scheduled date and time. The quotations in the firm's Business letterhead should be addressed to the "Professor In- charge, Hostel Affairs, NITK, Surathkal". The envelope shall be superscribed with the Quotation Notification Number and the Name of the Goods for which the quotation is submitted.

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Sd/-

Professor In-charge, Hostels

Note: The NITKSH shall not be responsible for any postal delay due to non-receipt /non-delivery of the bids or due to the wrong addressee.

SECTION-1
Terms and Conditions

1. The rates should be quoted for preferably FOR destination from supply within India.
2. The rate quoted should be the total cost. Taxes and other charges should be quoted separately, considering exemptions if any. The rate should be quoted in INR only.
3. Payment: No advance payment will be made.
4. The period required for the supply and installation of the item should be specified conforming to section 3 of this tender document.
5. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.
6. The NITKSH reserves the right to cancel or reduce the quantity included in the schedule of requirements at any time after acceptance of the NIQ with a notice.
7. **The Lowest bid (L1) will be finalized based on the lowest price.**

SECTION-2
SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS

[To be filled up by the Department / Centre of NITK, Surathkal]

Item(s) Name to be Procured : Grad Book'2025

Brief Specifications of the Item(s) : As Per Annexure 'A'
(Attach Additional Sheet if necessary)

Delivery Schedule expected after the release of the : 5 Days
purchase order (In Weeks)

SECTION 3
PRICE SCHEDULE
[To be used by the bidder for submission of the quotation]

Sl. No.	Description	Approx. Quantity	Rate per unit (₹)	Tax per unit (₹)	Total per unit (₹)
1	Grad Book	500 No's			

Place:
Date:

Seal of the Bidder's Firm

SECTION 4
CONTRACT FORM

[To be provided by the bidder in the business letter head]

1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.
3. Warranty will be given for the period mentioned in this document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

Signature of the Bidder: _____

Name : _____

Business Address : _____

Place :

Date :

Seal of the Bidder's Firm

Detailed Technical Specifications :**Annexure-‘A’**

Sl. No.	Particulars	Specifications
1	Size (cm)	30(±3) * 22 (±1)
2	Pages	270+ Cover page
3	Inside paper quality	M/c 170gsm art paper
4	Outside paper quality	M/c 350gsm art paper with matt lamination, stitching with hardbound binding