

SRI VENKATESWARA UNIVERSITY :: TIRUPATI

No. B-VII(6)/2022

Dt: 27-12-2022

Dear Sir/Madam,

Sub: S.V. University – Examination Branch – Printing and supply of question papers relating to various University Examinations of the University – Sealed quotations called for a period of 2 years i.e. March, 2023 to February, 2025 – Reg.

Ref: B-VII(6)/2022/ Confidential Material/2022, Dated. 27-12-2022.

It has been decided to call for quotations from the reputed Confidential Printers to undertake the confidential works relating to printing and supplying the question papers various examinations of its University for a period of **2 years i.e. March, 2023 to February, 2025.**

Kindly go through the Annexure attached to this letter.

Therefore, you are requested to quote your lowest rates in the enclosed Annexure for the items of work mentioned therein and send your quotations to me by the name, in a sealed cover immediately by sped post, so as to reach me on or before **23-01-2023.**

The sealed cover/envelope should be superscripted as Quotation for Confidential Printing.

In this connection, I am to inform you that the above work is strictly Confidential in natural, and has to be executed as per the time schedule. The total value of the work per year would be around Rs. One Crore.

I shall be thankful, if you send your quotation before the date specified above. Please specify also, whether you are in position to take up the work, immediately. If the rates terms and conditions as quoted by you are accepted and the work is entrusted to you.

With kind regards.


REGISTRAR

SRI VENKATESWARA UNIVERSITY :: TIRUPATI
NOTIFICATION

No: B-VII(6)/Confidential Material/2022

Dated: 27-12-2022

Sri Venkateswara University Invites quotations from the printers for printing and supply of confidential material for a period of 2 years from March, 2023 to February, 2025. The value of work may be around Rs. One Crore per year. Interested printers may visit the website www.svuniversity.edu.in



REGISTRAR

ANNEXURE
RATES UNDER D.T.P PROCESS OF PRINTING AND SUPPLYING OF QUESTION PAPERS CALLING FOR QUOTATIONS
FOR A PERIOD OF 2 YEARS FROM 01.03.2023 to 28.02.2025

Sl.No.	Items of Work	A4 Size	Remarks
1.	COMPOSING / TYPING CHARGES PER PAGE (Through D.T.P) : (Page should consist Minimum 40 lines for A4 size)		
	a) English /Tamil		
	b) Sanskrit/Hindi/Telugu/Urdu/ English with Linguistics		
	c) Mathematics, Tabular Matter, Engineering with maths, Matter with more figures like Accountancy papers		
	d) In respect of Printing of SVURPGCET, the composing rate per page shall be allowed only for Code 'A' and for remaining codes B, C & D (only the shuffling charges will be allowed and not the usual composing charges). The Printer has to admit for this condition.		
2.	Proof Reading per page (all subjects/languages) Which shall not be allowed towards SVURPGCET Q.P Booklets		
3.	PRINTING PER PAGE WITH NEGATIVE & PLATE MAKING		
	a) 1 st 100 copies		
	b) Additional 50 copies/less upto 250 copies		
	c) 1 st 250 copies		
	d) Addl. 250 Copies/less upto 1000 copies		
	e) First 1000 copies		
	f) Additional 1000 copies		
4.	Printing Labels for each paper (10 Labels or part thereof)		
5.	Diagram Charges per figure (minimum and upto 80 sq.cm.)		
6.	Diagram Charges for more than 80 sq.cm. and above		
7.	Folding per 100 copies or less (8 pages or part thereof)		
8.	(a) Pasting/Stapling per 100 copies or less		
	(b) Cost of Labour for Printing of Label on Cloth lined Cover (Question Paper Slip)		

Sl.No.	Items of Work	A4 Size	Remarks
9.	Numbering charges per 100 copies or less (to be claimed if necessary)		
10.	Perforating charges per 100 copies or less (to be claimed if necessary)		
11.	PACKING :		
(a)	Counting, Manual checking for each paper, banding, labeling (per 100 copies or less)		
(b)	Packing each paper in Plain envelopes and sealing three times (including cost of cover) (Only single kraft plain cover should be used as detailed below so as to pack with outer cloth line cover). (i) If the no. of copies supplied to Centre exceeds 500 copies, it may be packed in 100's in kraft cover (ii) If total copies falls below 500, it may be packed in 50's and (iii) If the spare copies exceed 50 nos. the total no. may be packed in 100's, breaking one of the hundred packet into 25's.		
(c)	Again packing the sealed envelopes in cloth lined covers, pasting The packing slip supplied by University and sealing five times Per packet (including cost of cover)		
(d)	Gathering centre-wise packets spare copies and bundling center wise, labour charges per centre.		
(e)	Preparing cloth-lined packets to pack the centre and spare covers in convenient packets per packet.		
(f)	Preparing small gunny parcel/Box (including cost of the container)		
(g)	Preparing Medium size gunny parcel/Box (including cost of the container)		
(h)	Preparing big size gunny parcel/Box (including cost of the container)		
12.	Secrecy maintenance: (Excluding Paper cost, Freight Charges and cost of the Inner and Outer Covers including the cost of the container i.e., from item c to h on Main item No 11)		
13.	Paper Cost: Per Ream (500 sheets): Double Dummy Cream wove paper per Ream Rs.		

Sl.No	Items of Work	A4 Size	Remarks
14.	Handling Charges		
	(i) Wastage:		
	(ii) Handling Charges:		
15	Freight / Delivery Charges:		
	(a) If delivered in a Vehicle in case the consignment is bulk and heavy.		
	(b) If delivered by person in view of urgency to and fro first class Train fare and Batta per day (Batta per day to be quoted)		
16.	Payment conditions : (whether TDS at the spot can be deducted at source before effecting payment)		
17.	Rates valid for a period of :	2 Years	
18.	Whether the Firm can undertake the work entrusted without seeking any advance from the University:	YES / NO	
19.	No Advance will be paid to the Printer while entrusting the work.	AGREED / NOT AGREED	
20.	The Printer is likely to make a Caution Deposit with the University towards security measures to the tune of not less than Rs.5,00,000/- (Rupees Five Lakhs only)	YES / NO	
21.	Specify whether a separate wing is available with required men material and infrastructure exclusively to print the question papers in order to maintain secrecy.	YES / NO	
22.	Number of lines, size of fonts should be in accordance with the specimen question paper copy enclosed. (This should be strictly followed and adhered to)	YES / NO	
23.	Year of Establishment of the Press with the Registration No. of the respective Govt.		
24.	Number of years served in printing and supplying the question papers (i.e., Confidential Nature of Work.)		

Station:
Date:

SIGNATURE