



Grade A+ by NAAC

The Maharaja Sayajirao University of Baroda Press (Sadhana Press)

The Maharaja Sayajirao University of Baroda

Nr. Palace Gate, Palace Road, Vadodara – 390 001

Ph.: (+91-265) 2433072

Ref. No. MSUP/053/2026-27 Tender No.

Date: 31.8.2026

Tender Fee: Rs. 500/- (Non-refundable)

Last Date and Time: 14.9.2026 till 18:00 Hrs.

Earnest Money Deposit: Rs. 2,000/-

Subject: Quotation for Two-Colour Front and Back Rulling of Reams for the Period of Two Years

Gentleman,

Kindly quote the most competitive rate for Two-Colour Front and Back Rulling of Reams for the period of two years as per the following Terms & Conditions.

1. The **Rate must be quoted per Ream (500 Sheets)** for Two-Colour Front and Back Rulling of Reams with to and fro charge including loading and unloading the plain and ruled paper sheets in proper stacked condition. (Approx. 3600 Reams per Annum-Volume may alter as per the consumption.)
2. The Reams of the Sizes: 17"X24"/17"X27"/18"X23" will be collected by the party and Two-colour Front and Back Rulled Reams, as per our sample be delivered back at the above address in proper stacked Ream-to-Ream condition.
3. Due priority must be given to the Job, as per the urgency/The work has to be finished accordingly,

Please submit the rate per ream in the prescribed Tender's Price-Offer in a duly sealed envelope **by Courier/Regd. AD/Speed Post only on or before 14.9.2026 till 6:00 pm** at the above address super-scribed with "Quotation for Two-Colour Front and Back Rulling of Reams".

Note:

- The Cheque/Demand Draft of Rs. 2,000/- (Rupees Two thousand only) payable to "Manager, The M. S. University of Baroda Press" must be enclosed along with the prescribed Tender's Price-Offer as an amount for Earnest Money Deposit. The offer without Earnest Money Deposit will not be considered. The vendor, whose same amount of Earnest Money Deposit is lying with us; need not to pay again but the same has to be mentioned in the Price Offer.
- The rate must be quoted in the prescribed form-PRICE OFFER attached to this tender form. Please quote the rate for Two-Colour Front and Back Rulling of Reams with to and fro charge including loading and unloading the plain and two-colour ruled paper sheets' reams in proper stacked condition. Please **clearly specify if GST is applicable.**
- The validity of quoted rate must be of minimum 180 days. No advance payment will be made. Any conditional offer will not be considered.
- Applicable Income Tax/GST will be deducted on the bill amount as per the Government Rules.
- The authority of The Maharaja Sayajirao University of Baroda reserves all the rights to reschedule, cancel or reject one/all tender(s) without assigning any reason(s) thereof. The accepting authority may award the order bearing to higher quoted firms, looking to other aspects; at its discretion. The accepting authority may also shorten or extend the duration of the contract.

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- The amount paid as Earnest Money Deposit will be returned to all the bidders after successful execution only. No interest will be paid on that amount.
- The sample of ruled sheet can be seen at the above address/if you have any queries regarding the above, please contact or call to the undersigned on any working day except Sunday and Holiday.
- Interested participating bidder may remain present at the time of rates opening at his own cost. The schedule and venue will be informed to the participating bidders by suitable mode of communication.

(Jatin H. Somani)
Press Manager

To,

Tender No.

Press Manager,

Date:

The Maharaja Sayajirao University of Baroda Press (Sadhana Press)

Near Palace Gate, Palace Road, Vadodara – 390 001, Gujarat

**Tender Notice No. MSUP/053/2026-27, Dt. 31.8.2026 for
Quotation for Two-Colour Front and Back Rulling of Reams for the Period of Two Years**

PRICE OFFER

To be submitted in Separate Sealed Envelope

Name and Address of the Bidder:

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No.	Particulars	Gross Rate (Rs.) per Ream	GST	Total Rate (Rs.) per Ream
1.	Two-Colour Front and Back Rulling Charge of Ream (500 Sheets) of the size 17" x 24"/ 17" x 27"/18" x 23" with to and fro charge including loading and unloading the plain and rulled paper sheets' reams in proper stacked condition.			

Please clearly specify, if GST is applicable.

I/We have properly understood the Terms & Conditions mentioned, Scope of Work and bound to observe the same.

Place:

Seal & Signature of Authorized Person