

# Chanakya National Law University

Nyaya Nagar, Mithapur, Patna- 800001

NIQ No. 87/2025-26

Date: 28.02.2026

## SHORT TENDER NOTICE

Through e-procurement mode only <https://eproc2.bihar.gov.in>

Chanakya National Law University, Patna, invites tender in Single bid System from agency / firms having license of printing work for Printing and supply of 16 pages Answer Books and 32 pages Answer Books with 4 pages cover at University.

1.	Name of the Work	:	Printing and supply of 16 pages Answer Books and 32 pages Answer Books with 4 pages cover
2.	Cost of Document (Non-Refundable)	:	<b>Rs. 1250/- (Rs. One Thousand Two Hundred Fifty) Only.</b>
3.	EMD	:	<b>Rs. 14000/- (Rs. Fourteen Thousand) Only.</b>
3.	E-Tender Processing Fee	:	As per Eproc2 website
4.	Time of Completion	:	30 Days
5.	Bid start Date	:	From 28.02.2026
6.	Date of Pre-bid meeting	:	07.03.2026 (Offline) at the Chamber of Registrar, CNLU, Patna from 02:00 p.m. to 03:00 pm.
7.	Last Date & Time for Uploading of bids	:	10.03.2026 till 02:00 pm.
8.	Date & Time of Opening of Technical Bids	:	10.03.2026 at 02:30 pm.
9.	Date & Time of Opening of Financial Bids	:	Will be intimated later
10.	Place of Opening of Bid	:	Registrar's Chamber
11.	Periods of Bids Validity	:	90 days
12.	Officer inviting Bids	:	The Registrar, CNLU, Patna.
13.	For participation in E-tendering proc. The contractor shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & download / Participate in E-Tender.		
14.	The tender document can be obtained through our website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & <a href="https://www.cnlu.ac.in">https://www.cnlu.ac.in</a>		
15.	(i) Bid Processing Fee to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/ RTGS. (ii) Bids along with necessary online payments must be submitted through e-procurement portal <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> before the date & time specified in the NIT. (iii) The department does not take any responsibilities for the delay /Non availability of internet connection, Network Traffic / Holidays or any other reasons."		
16.	Bid Document cost should be paid as per <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>		
17.	Earnest Money Deposit (EMD) shall have to be paid through e-payment.		
18.	The authority shall have to right to reject the bid without assigning any reason what so ever. For any information department Contact No. 0612-2352300 may be used.		
19.	For queries and clarifications, if any send e-mail to <a href="mailto:registrar@cnlu.ac.in">registrar@cnlu.ac.in</a>		
20.	For support related to the e-tendering process, bidders may contact "e-procurement HELP DESK, mjunction services limited RJ Complex, 2 <sup>nd</sup> Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. –Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.		

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**I. Scope of Work: Printing and Supply of 12Pages, 16 Pages and 32 Pages Answer Books with 4 Page cover.**

**The detail specification of Answer Books are as follows: -**

Sl. No	Type of Answer Sheet with Specification	Quantity
1.	1-12 Pages with 4 Page Cover 100 GSM with White MAplitho Paper with Stitching and Plastic Packing	5000 Nos.
1.	1-16 Pages with 4 Page Cover 100 GSM with White Maplitho Paper with Stitching and Plastic Packing	15000 Nos.
2.	1-32 Pages with 4 Page Cover 100 GSM with White Maplitho Paper with Stitching and Plastic Packing	20000 Nos.

## **II. Eligibility Criteria:**

Bidder fulfilling all criteria mentioned below and who submit scanned copies of all documents shall only be eligible: -

- 1) Duly signed & stamped scan of document in which Name of the Firm, Address with contact number, FAX, E mail of the Firm and Firm`s Bank Account Details with Bank Name & Address and IFSC / RTGS codes mentioned.
- 2) Scan copy of registration certificate for printing work with State Government in Patna region must be uploaded.
- 3) Scan of PAN card (in name of Proprietor in case of Proprietorship Firm) & GST certificate.
- 4) Scan of Affidavit as per Annexure-I.
- 5) Scan of the receipt of deposit through NEFT / RTGS for Cost of Document.
- 6) Scan of the receipt of deposit through NEFT / RTGS for EMD.
- 7) The bidder must have successfully completed at least one single work order for the supply of electrical materials of value not less than Rs. 3,50,000/- (Rupees Three Lakhs Fifty Thousand only) during the last three financial years (2022–23 to 2024–25) in any Government Department or reputed University.
- 8) Scan copy of Income Tax Return of last three financial years i.e., 2022-23, 2023-24 and 2024-25.
- 9) The financial bid of only those bidders shall be opened who will qualify in evaluation of Technical Bid.

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### **III. Terms and Conditions:**

1. The printers are requested to visit the University Examination Section in order to examine the sample of above-mentioned Answer Books.
2. The agency is required to submit its quotation through eproc2 portal.
3. Cutting and overwriting in the quotation are not allowed. If, there is cutting and overwriting such quotation will not be entertained.
4. No manpower will be provided by the university for Loading and unloading the goods/material.
5. The quotation received after last date and time of submission will not be entertained.
6. Tender shall not be acceptable through post, courier or any offline mode. Interested bidders are advised to submit the bid only through our e-Tendering portal.
7. Scanned documents as mentioned in Eligibility criteria is mandatory. Bidder should upload all the scan of genuine documents otherwise their technical bid shall be declared non-responsive.
8. Original document of Affidavit as per Annexure-I should be submitted by bidder during opening of Bid.
9. Bidder or their authorized representative should remain present during the Pre-Bid meeting and at the time of opening of Bid. No complaint shall be entertained on this count, if the tenderers are not present on these date and time.
10. The price will be remain firm and fixed during the pendency of contract. It will not vary on any account including revision of taxes, imposition of new tax or any contingency whatsoever.
11. Cost of tender fee: Rs. 1250/- (Rs. One Thousand Two Hundred Fifty) only and should be submitted through e-payment mode. Scan of the receipt of depository should be uploaded on our e- tendering portal while submitting the bid.
12. Cost of EMD: Rs. 14000/- (Rs. Fourteen Thousand) only and should be submitted through e-payment mode. Scan of the receipt of depository should be uploaded on our e- tendering portal while submitting the bid.
13. Tender processing fee: As per Eproc2 website.
14. Incomplete bid and bid without genuine documents are liable for rejection. No responsibility will be taken for any type of technical glitch while online submission of bid.
15. Notwithstanding anything to the contrary in this document, Chanakya National Law University is not bound to accept the lowest bid and reserves the right to accept or reject any bid, to reject bids for some or all items and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.

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16. The work is required to be completed within the period mentioned against the works i.e., within 30 days. It will be reckoned from the date of the issue of work order after agreement. If the work is not completed within the stipulated completion period liquidated damages @ 0.5% of agreement value per day of delay will be levied (subject to maximum of 10%). If the liquidated damages reach the level of 10% of the agreement value the contract is liable to be rescinded. Work shall be done strictly as per specification and direction of competent authority of CNLU, Patna.
17. Any Suggestions/Clarifications may be put forth in the pre bid meeting or through written letter / e- mail to registrar@cnu.ac.in up to 07.03.2026 till 12:00 pm.
18. Dispute, if any, will subject to Patna Jurisdiction only. The decision of Vice-Chancellor, CNLU will be final and binding with both the parties viz: bidder and the University.
19. Price should be quoted in Indian Rupees only. The price will remain firm and fixed during the pendency of Contract and will not be changed for any reason (including revision of taxes & levies whatsoever).
20. All labour laws & regulations are to be followed by the bidder.
21. The bidder shall be bound to follow the restriction on the movement of labour, materials imposed by any other authority connected with the site due to security or any other reasons connected with the event. No claim shall be entertained on this account.
22. The bidder shall take all precautions to avoid accidents by exhibiting necessary cautions boards, lights, flags etc. and ensure that no hindrance is caused to the traffic. Bidder shall be responsible for all damages, accidents, caused due to negligence.
23. The contractor shall arrange all tools and plants necessary for the execution of the work at his own cost. Any loss or damage in this case will be to his account.
24. Lowest responsive bidder will be considered on the total amount of bids of the respective work.
25. The contractor under these contracts commits himself to use first class material and assumes full responsibility for the quality of all materials incorporated or brought for incorporation in the work. The work shall be executed in accordance with best engineering practice and as per direction of competent authority of CNLU.
26. All the excavated materials including debris, loose earth etc., shall be carted away and disposed of as directed by competent authority of CNLU.
27. Technical officers/Staff deployed by the Contractor / Firm at CNLU any construction site will also be responsible for inferior quality/Poor performance of any work and their names will be circulated to all works departments to debar them from any other site.

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28. All the risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the contract other than the expected risks will be the responsibility of the contractor/ firm.
29. Any deviation in the material and the specifications from the accepted terms may liable to be rejected. The bidders need to supply all the goods in the specified form to the satisfaction / specifications specified in the order / contract and demonstrate at their own cost.
30. Chanakya National Law University reserves the right to withdraw / cancel / amend the tender at any stage without assigning any reason whatsoever.
31. The contractor under these contracts commits himself to use first class material and assumes full responsibility for the quality of all materials incorporated or brought for incorporation in the work. The work shall be executed in accordance with best printing practice and as per direction of competent authority of CNLU.
32. Amendment of Bid Document:
  - i) The amendment will be notified within three days through official website of Chanakya National Law University for all the prospective Bidders.
  - ii) In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing and submitting their bids online, the University may, at its discretion, extend the last date for the receipt of the bid.
33. Payment Terms: Payment will be released after the satisfactory report of competent authority for successful completion of work after necessary deduction as mentioned hereunder: i) Applicable TDS and taxes / Cess will be deducted from the bill of total amount without tax as per the provision of Government of India and certificate for the same will be issue, ii) Applicable amount will be deducted from total GST
34. Agreement and Performance Security:
  - i) A Successful bidder will be issued a letter of acceptance. After receipt successful bidder shall enter into the agreement on Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper within (10) ten working days from the date of issue of work order.
35. Mandatory Technical Specification: i ii All Materials Specification - - As per direction of competent authority of Examination Section CNLU
36. The conditional quotations would not be accepted.
37. If the vendor is unable to execute the work after receiving the purchase order the firm will be debarred for one year to participate in the tendering process of the University and the debar notice will be uploaded on the University website.

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38. If it is found, that the printing work is not satisfactory and as per requirement, the University have rights to cancel the order and no payment will be made in this regard.
39. The university has reserved the rights to cancel the quotation/tender without assigning any reason/ notice.

Sd/-

**REGISTRAR**

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Annexure-I

I / we declare

Declaration by Quotationer on a non-judicial stamp paper of value Rs. 100/-

That my/our company namely

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has not been black listed by any Government / Non-Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us. that all the terms & conditions , scope of work & eligibility criteria of NIQ No. 87/2025-26 dated 28.02.2026 are acceptable to me / us. That the documents annexed along-with the quotation are genuine and not tampered by me / us while copying. If my / our declaration above found fake or forged then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University and the firm / bidder / tenderer shall be blacklisted.

Signature of the Quotationer / Authorized Signatory (Name & Designation) Seal of the Quotationer

**Place:**

**Date:**

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## Annexure-II

### FINANCIAL BID

To  
The Registrar  
Chanakya National Law University,  
Nyaya Nagar, Mithapur, Patna-800001

Sub: Financial Bid for Printing and supply of 12 pages Answer Books, 16 pages Answer Books and 32 pages Answer Books with 4 pages cover.

Dear Sir,

I/we have gone through the tender document and terms & conditions, understood it fully and declare that I/we shall abide by the terms and conditions mentioned therein for supply of the items required. I/we here also seen the sample and specification of 12 pages Answer Books, 16 pages Answer Books and 32 pages Answer Books with 4 pages cover.

Sl. No	Type of Answer Books with Specification	Quantity	Rate per piece with GST	Amount with GST
1.	1-12 Pages with 4 Page Cover 100 GSM with White Maplitho Paper with Stitching and Plastic Packing	5000 Nos.		
2.	1-16 Pages with 4 Page Cover 100 GSM with White Maplitho Paper with Stitching and Plastic Packing	15000 Nos.		
	1-32 Pages with 4 Page Cover 100 GSM with White Maplitho Paper with Stitching and Plastic Packing	20000 Nos.		
<b>Total Amount inclusive of all taxes</b>				

(Total Amount in Words .....)

I/we certify that information furnished above is true and correct. I / we also certify that my /our firm is not blacklisted by Public / Private organisations. All the terms and Conditions mentioned in the tender documents are acceptable to us.

(Authorized Signature)

Name of the Firm: .....

Name of the Authorized Person: .....

Address of the Firm: .....

Contact No: .....

Email Id: .....