JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY PATIALA
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

QUOTATION NOTICE

(Ref. No. PSOU/S & P/434 dated 13/10/26

Sealed Quotations are invited from **firms for stationary items and printing material** for Five-Day Training Programme On Applied Artificial Intelligence, Machine Learning And Model Development to be held on 27-31 October 2026 through Registered-post/Speed Post/Courier up to **23-10-2026 till 02:00 pm** as per the specifications and prescribed format given below duly signed and stamped. Quotations will be opened on 23-10-2026 at 3:00 pm

Sr. No.	Description	Quantity	Total Amount (Inclusive of all taxes)
1.	Mementos big	50	
2	Certificate printing	80	
3	Printed Bags with logo	40	
4	Conference Notepad	50	
5	Pens for conference	50	
6	File folders	50	
7	Printed material	200	
8	Banners	05	
9	Printing training report	10 copies	

Terms and Conditions:

1. Samples and description of all material/services and i t ems details will be provided to parties on pre bid meeting to be held on 15.10.2026 at 3 : 30 pm at conference room of university. Interested parties may reach the venue intime.
2. The sealed quotations completed in all respects mentioning the subject "supply of **stationary items and printing material** for international conference" must reach to **The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Mohindra Kothi, Near Phul Cinema, Patiala** on or **before 23-10-2026 till 2:00 pm** through Registered post/Speed post/Courier.
3. The bidder shall strictly abide time schedule given by University.
4. Date of programme may be change
5. Tender will be elevated on total cost, itemwise rate will not be considered.
6. Validity of the bid is 90 days from the date of opening quotation.
7. Selected bidders are strictly prohibited for subletting the assigned work/work order.

8. Incomplete and conditional Quotation will not be accepted.
9. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
10. Copy of PAN No. (PAN Card) & GSTIN of firm must be attached.
11. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.
12. If the report is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every weeks default, no extension time will be permitted. The decision of the University shall be binding on the bidder in this regard.
13. No advance payment will done for this quotation. Full payments shall be made to the seller after completing audit and commissioning of the product
14. Your quotations may be accepted in part or whole.
15. The quotations not strictly in accordance with the above conditions are liable to be rejected without considerations.
16. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Registrar JGND PSOU, Patiala. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.
17. TDS is applicable as per income tax rules.
18. All items that are required for arrangements as per above has to be borne by the supplier.
19. Quantity may be increased or decreased as per requirement
20. University holds to right to reject or drop item(s) form the bid.
21. Rates should be F.O.R. and should include all taxes in r/o supplies.

Registrar
13/10/26