

ATTENTION:- Please mention the **name of the Department on the envelope** with **enquiry number and due date.**

SHRI G.S. INSTITUTE OF TECHNOLOGY AND SCIENCE, INDORE
23, Park Road, Indore-452003, Madhya Pradesh.

TELEGRAM:-GOSTINST
E-Mail:- director@sgsits.ac.in
Website: www.sgsits.ac.in

Telephones:- Director:(0731)2433332/2582111
FAX: (0731)2432540
Director Office: (0731)2544415/2582112

To, _____
M/s _____

GST No. 23AAATG 6487 B2 ZV

Enquiry for the Department of **Stores/ PP Mark-sheet /2022-23/**
Enquiry No. _____ Dated **22.09.2022**
Due Date **04.10.2022**

Subject:- Quotations for material required:

Dear Sir,

Kindly quote your lowest price/rates for the following materials from ready stock, in sealed cover giving enquiry number and dates and due date on the cover of the quotations so as to reach the under signed on or before **04.10.2022** failing which the quotation will not be considered. The rates should be for only the materials asked for and not for any other substitute. The quotations are not conforming to the terms and conditions given overleaf may be rejected:

S. No.	Description of items	Quantity (Approx.)
1.	<p><u>Printing and Providing the Pre-printed Mark-sheets (DAVV):</u></p> <p><u>Specifications:</u> -Size: 207x287 mm. Printing area: <u>187x267 mm.</u> -Paper: 120 GSM Parchment Paper for laser Printing. -Printing: Offset printing Preprinted Orange colour text with Irremovable/Not erasable ink, as provided by Exam. Office. -Security features: Watermark logo of the Institute on front and back side, Anticopy, dual hidden image. -Numbering: Six decimal digits on lower left corner by offset printing. -Packing: Mark-sheets should be supplied in packing of 500 nos. in Corrugated box.</p> <p>NOTE: 1. Quoted rates should be FOR- Institute (Free Delivery) within 15 days. 2. GST: EXTRA (Rate of tax to be mentioned), <u>Firm must have valid GST registration.</u> 3. Quoted rates to be valid for 90 days. 4. Payment: 100% within 3 weeks, after satisfactory receipts at our Institute. 5. Please mention on Top of envelope "Quotation for PP Mark-sheet" with enquiry no. and Due Date addressed to Director, SGSITS, INDORE-452003. 6. Specimen can be seen during the office working hours.</p>	3000 Nos.

Thanking you.

Yours faithfully,

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1. Quotations should be sealed.
2. Quotations shall be only for the item required.
3. Price quoted should basic price, in case of local firms they should quote **F.O.R. delivery in the Institute premises.**
4. Tender may be accepted in part or in full or may be rejected summarily without assigning any reasons.
5. **Rejected (not up to the standard) articles should be removed by supplier within 15 days from the Institute at their own expenses.**
6. Delivery period must be mentioned.
7. Tender should be valid for at least 90 days from the date of quotation, except for furniture for which this offer shall be considered only from the date of the samples have been received at the Institute.
8. In case of dispute the decision of the Director shall be final.
9. Ordinary the payment of the materials/equipment etc. shall be made only after receiving complete articles in a good and satisfactory condition unless, otherwise agreed.
10. Prices should be quoted F.O.R. destination, Indore.
11. (a) Two copies of the orders are sent to supplier. The firm should send their bill along with the original white copy of order. **The payment shall not be made without the original white copy of the order.**
(b) In case of the white copy of the **indent is misplaced or lost**, the firm should produce the following certificate on **Non Judicial Stamp** paper of Rs.50/- only, which may be sent along with the bill for payment:

CERTIFICATE:

"Certified that the original indent No. _____ dtd. _____ for the supply of _____ was sent to be submitted along with the Bill/Invoice No. -----
- dated _____ for Rs. _____ but the same is misplaced. The claim is put up for the first time and in case the original is found no further claim will be put up.

Place _____

Date _____

SIGNATURE
With Rubber Stamp

DETAILS OF CHOICE BASED CREDIT SYSTEM

(Applicable from session 2015-2016)

1. Grades and their numeric equivalent :

Grade	Grade Point	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A	8	Very Good	70-79
B+	7	Good	60-69
B	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

2. SGPA is a measure of performance of the student in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester, i.e.

$$SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

Where C_i is the number of credits of the i^{th} course in a semester and G_i is the Grade point scored by the student in the i^{th} course.

3. CGPA is a measure of overall cumulative performance of a student over all the semesters completed. The CGPA is the ratio of total credit points secured by a student in various courses in all the semesters completed and the sum of total credits of all courses in all the semesters completed, i.e.

$$CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in the i^{th} semester.

4. The conversion from CGPA to equivalent percentage is = $CGPA \times 10$
5. In case of any discrepancy in the grade sheet, please report to the Controller (Exams), S.G.S.I.T.S. immediately along with the original grade sheet.