

 'A' Grade	अंतरी पेटवू ज्ञानज्योत कर्वित्रीबिणाबाई वौद्यारी उत्तरमहाराष्ट्रविद्यापीठ, जळगाव उमविनगर, जळगाव - ४१५००१, फ़ॉन: ०२५७-२२५७२३६. २३७ निविदा सूचना/ई-निविदा सूचना
<p>विद्यापीठासाठी खालील तपशिलात दर्शविल्या प्रमाणे निविदा/ई-निविदा मागविण्यात येत आहेत.</p> <p>(१) संपूर्ण मालमत्तेची प्रत्यक्ष तपासणी, एसएपी कार्यप्रणालीत स्थीर मालमत्तेच्या नोंदवी अद्यावत कारणे, मालमत्तेच्या मूल्यांची पुनर्स्थापना करण्यासाठी स्वारस्य अभिव्यक्ती निविदा (Physical Verification of Fixed Assets & Updating of Fixed Asset Register in SAP, including Restoration of Asset Values based on Revised Useful Life - Expression of Interest)</p> <p>(२) वसतिगृहातील विद्यार्थी/विद्यार्थिनीसाठी क्रीडा साहित्याचा पुरवठा करण्यासाठी स्वतंत्रपणे कोन्या निविदा संपूर्ण माहिती, अटी व शर्तीसह विद्यापीठाच्या संकेतस्थळावर (Website: www.nmu.ac.in) उपलब्ध करून देण्यात आलेल्या आहेत. त्यासाठी नोंदणीकृत व पात्र सनदीलेखापाल / पुरवठाधारकांनी विद्यापीठ संकेतस्थळावरून निविदा डाऊनलोड करून परिपूर्णित्या भरलेल्या स्वतंत्रत्रित्या सिलवंद निविदा अ.क्र. १ साठीवित्त विभाग, अ.क्र. २ साठी क्रीडा विभागात जमा कराव्यात.</p> <p>(३) A-4 साइज 75 GSM पेपर (५००० रीम) खरेदीसाठीची ई-निविदा नोंदणीकृत पुरवठादरांकडून मागविण्यात येत आहेत. सदरची ई-निविदा सूचना, तात्रिक माहिती, अटी व शर्तीसह महाराष्ट्र शासनाच्या https://mahaetender.gov.in या पार्टलवर उपलब्ध असून ऑनलाईन पद्धतीने ई-निविदा सादर करावयाची आहे. तसेच सदरची ई-निविदा विद्यापीठाच्या संकेतस्थळावर Website: www.nmu.ac.in फक्त माहितीस्तव उपलब्ध करून देण्यात आलेली आहे. उपोक्त प्रमाणे अ.क्र. १ ते ३ वरील सर्व निविदा/ई-निविदा दि. ०५/०२/२०२६ रोजी सायं. ५.०० वाजेपर्यंत जमा कराव्यात. सदर निविदा सादर करण्यासाठी शुद्धीपत्रक अथवा मुदतवाढ दिल्यास त्या संबंधीची सूचना फक्त विद्यापीठाच्या वरील संकेत स्थळावर प्रसिद्ध करण्यात येईल.</p> <p>जा.क्र.: कठवौदापाठी/एकत्रित निविदा सूचना/२२/२०२६ दिनांक: १३/०१/२०२६</p> <p style="text-align: right;">(सीए रवींद्र एन. पाटील) वित्त व लेखाधिकारी</p>	



॥ अंतरी पेटवू ज्ञानज्योत ॥

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

कवयित्री बहिनाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव



P.O. Box No. 80, Umavi Nagar, Jalgaon - 425001 (M.S.)

Finance (Purchase) Department.

Tel.No. (0257) 2257236 & 237

e-mail :- po@nmu.ac.in / fao@nmu.ac.in

E- TENDER DOCUMENTS FOR

SUPPLY OF A-4 Size 75 GSM Paper.

(500 Sheet per Ream)

REF:- KBCNMU/8/ET/ A-4 Paper /22/2026, Dt. 13.01.2026

FOR MORE DETAILS VISIT THE PORTAL OF

<https://mahatenders.gov.in/> www.nmu.ac.in

Last Date of e-tender Submission: - 05/02/2026



॥ अंतरी पेटवू ज्ञानज्योत ॥

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E-TENDER DOCUMENTS FOR

SUPPLY OF A-4 Size 75 GSM Paper (500 Sheet per Ream)

INDEX

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06	Information of the bidder (Annexure—A)	09	-
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॥ अंतरी पेटवू ज्ञानज्योत ॥

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
कवयित्री बहिनाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव



TENDER SCHEDULE AND CONTACT DETAILS

FOR SUPPLY OF STATIONARY (A-4 & F/S LEGAL 75 GSM 500 SHEET PER REAM) PAPER

Sr.No.	Key Days of the tender	Start date & time	End date and time
01	Tender Release	14/01/2026	----
02	Tender documents downloading	15/01/2026 10.00 hrs.	05/02/2026 17.00 hrs.
03	Online submission	15/01/2026 10.00 hrs.	05/02/2026 17.00 hrs.
04	Technical Bid opening	09/02/2024 16.00 hrs. (If Possible)	----
05	Opening of eligible tenderer Financial Bid	16/02/2024 11.00 hrs (If Possible)	----
06	Place of Opening of Tender document	Finance Dept. KBCNMU, Jalgaon	----

Contact below if there are any queries

- 1) Sumit Katkar. 7745827385
For any Information / difficulty 7843024910
Regarding online submission of e-tender
- 2) Sanjay Shirode : 0257-2257236 & 237
Section Officer,
Purchase Department, K.B.C.N.M.U., Jalgaon.
General queries/Information regarding e-tender.



॥ अंतरी पेटवू ज्ञानज्योत ॥

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
कवयित्री बहिनाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव



E- TENDER NOTICE FOR SUPPLY OF A-4 Size 75 GSM Paper (500 Sheet per Ream)

Kavyatri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites tender for Supply of A-4 Size 75 GSM Paper (500 Sheet per Ream) from Manufacturer / Distributors / Authorized Dealers and reputed supplier to participate in the competitive bidding process. For the detailed tender documents, interested bidder should visit <https://mahatenders.gov.in> and www.nmu.ac.in

The filled in tender must be submitted online on or before **05/02/2026 up to 17.00 hrs.** Any extension of tender, corrigendum or change in schedule will not be published in Newspaper; it will be published only at above mentioned website only.

(CA. Ravindra N. Patil)
Finance and Accounts Officer

Ref.: KBCNMU/8/ET/A-4 Paper/22/2026

Date: 13/01/2026

Copy to: The Systems Analysts, School of Computer Sciences, KBCNMU, Jalgaon (Upload the PDF file of e-tender on University website only for information)

Instructions for filling of E-Tender

The Finance and Accounts Officers, Kaviyatri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites E-Tender for supply of A-4 Size 75 GSM (500 Sheet per Ream) Paper from Manufacturer/ Distributors/ Authorized Dealers and reputed suppliers. The details in this regard are given below.

1. Procedure to submit the tender: All eligible/ interested tenderer are required to be enrolled on portal <https://mahatenders.gov.in> before downloading tender documents and participate in e-tendering the vendors should submit online tender in two bid system i.e. Technical Bid and Commercial/ Financial Bid. (BOQ)
2. Technical Bid: The technical bid shall contain the following documents. The Bidder must Scan the documents and upload all these documents online with first page in technical bid Compulsorily. All the documents must be valid and self-attested by bidder non-submission of following requested documents may lead to rejection of offers.

Sr.No.	Name of Document
I	Information of the bidder as per Annexure -A . (The same should be submitted on letter head)
II	Certificate of Registration of Shop Act.
III	Copy of GST registration certificate
IV	Copy of PAN card
V	Copies of Income tax return filed during last three financial year.
VI	Copies of SSI / NSIC registration certificate if exemption is claimed for payment of earnest money deposit.
VII	Proof of annual turnover for the last three financial year (Minimums 30 Lack) as per Annexure- B
VIII	List of clients to whom the tendered items supplied mentioning the name, address, Landline.No./ Mobile No. of the clients with quantity and date of supply. Copies of supply order should be uploaded.
IX	An affidavit that the bidder has never been blacklisted by any government department / government undertaking /any other agency as per Annexure- C
X	Chart of description of A-4 Paper 75 GSM (500 Sheet per Ream) Annexure-D
XI	Bidder's Declaration on letter head as per Annexure -E
XII	Manufacturers Authorization letter as per Annexure- F
XIII	Receipts of payment of Cost of tender and earnest money deposit paid through Internet Banking
XIV	Sample copy of Agreement on Rs. 500/- Stamp Paper. Annexure - G
XV	Audited balance sheet & profit & Loss account of the company / firm duly audited by Chartered Accountant for last three financial years.
XVI	Full set of tender documents with seal and signature of bidder or his authorized representative on each page of the tender.
XVII	University Map - Annexure-H

3. **Financial Bid:** The tendering authority will first open the Technical Bid documents of all bidders and after scrutinizing these documents will shortlist the Bidders who are eligible for Financial Bidding process. Otherwise, the tender may be disqualified. Financial bid should be submitted online by vendor in the form of BOQ excel sheet given over www.mahatender.gov.in, the supplier shall fill up the column of rate per unit offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities.
5. The detail description of A-4 Size 75 GSM Paper (500 Sheet per Ream) are provided in the tender documents.
6. The Technical and Financial bid shall be submitted online as per the schedule.
7. University has the right to split the purchase order to more than one vendor/firm quoting lowest tender amount. Although before this, suppliers may be invited for Negotiations in University, if needed/required.
8. The Bidders are strictly advised to follow the dates and times allocated to each stage. As indicated in the time schedule. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the Stage as defined in the tender schedule. At the sole discretion of the Tender Authority, the time schedule of the Tender stages may be extended.
9. University reserves the right for change in the number of items to be maintained in Schedule.
10. Rate to be quoted should be mentioned at appropriate place in provided in Schedule (BOQ) in soft copy of xls file by the bidder, more over the rate should not be quoted anywhere else in the tender booklet as well as in the blank pages.
11. The university reserves the right to decide whether to open or not open the commercial Bid of the supplier and no objection of any supplier shall be entertained on any ground whatsoever it may be regarding this.
12. No Bid shall be accepted without payment by online earnest money deposit and cost of tender.
13. The rate should be inclusive of all taxes, duties, packing, freight, installation, demonstration, and delivery of material shall have to be given in KBC North Maharashtra University, Jalgaon.
14. The rate should be offered for only the item as mentioned in the Schedule.
15. The rates quoted for the items other than specification specified in the tender form shall not be considered for comparison of rate.
16. The University is not to bind to accept lowest tenders and reserve the right to accept/cancel any or all tenders without assigning any reason thereof.

General Terms and Conditions of the tender

- 1) The online tender is called for supply of stationary and other items of reputed brands
 - 2) **Earnest Money Deposit & Cost of Tender:** - Vendors are required to pay **Rs.6,000/-** (Rs. Six Thousand only) and **Rs.60,000/-** (Rs. Fifty Thousand only) towards Tender Fee and EMD respectively through Net banking.
 - 3) **Security Deposit:** The successful bidder to whom the purchases order is given shall be required to deposit an amount equivalent to 5% of total value of purchase order (inclusive of all taxes, duties etc) as security deposit within 7 days from the date of receipt of purchase order. The security deposit will not carry any interest which shall be refunded after supply and successful installation of the system. If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be issued the similar purchase order or the University holds the total authority for the necessary action to be taken.
 - 4) **Cancellation of Purchase Order:** University reserves the right to cancel the purchase order in case bidder fails to supply the ordered material “within the stipulated or extended time, The University reserves the right to go for next lowest tenderer or other appropriate action will be taken.
- If due to the above-mentioned reason purchase order is canceled, earnest money and security deposit shall be forfeited and also the tender may be allotted to the next lowest tender or the university reserves the right to take any other appropriate decision including legal action against the bidder to whom purchase order was given.
- 5) The Bid E.M.D. will be forfeited:
 - a) If the bidder withdraws his bid during the period of bid validity specified in the bid.
 - b) In case of successful bidder, if the bidder fails or refuses to honor his own quoted price for the product offer.
 - 6) Conditional E-tender shall be out rightly rejected.
 - 7) **F.O.R:-** The rates quoted should be F.O. R the University Campus (up to store). The rate quoted by the bidder should be inclusive of all taxes, duties, freight, loading and unloading charges etc.
 - 8) **Payment:** 100% payment shall ordinarily be made within 30 days from the date of complete satisfactory supply as per purchase order.
 - 9) **Delivery Period:** -All items as per purchased order must be supplied within 1 to 2 weeks from the date of receipt of purchase order. If the bidder fails to deliver goods/material within the period prescribed for delivery the University will entitle to recover penalty as liquidated damages @ 0.5% of total value of invoice each week or parts thereof during which the delay of such stores delays subject to maximum in limit of 5%.
 - 10) Only online e-tender submitted through Government of Maharashtra portal for e-procurement will be consider. (<https://mahatenders.gov.in>)
 - 11) Tender offer must be valid for a period of minimum 120 days from the date of opening of commercial / financial bid. Any offer failing short of the validity period is liable for rejection.

- 12) ARBITRATION** : The indenter/buyer and the Vendor shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or in connection with the any of the or part of the terms and conditions of the contract. Parties may refer the disagreement to Hon'ble Vice Chancellor of the University and his decision will be binding on both the parties.

If within thirty days from the commencement of such negotiations, the indenter /buyer and the Vendor have been unable to resolve dispute amicably, the parties agree that in respect of those matters, as are not defined in the terms and conditions of this Dispute Resolution Clause, or anywhere else in the Contract, the same shall be decided and settled by mutually appointed third party Arbitrator, in accordance with the Arbitration and Conciliation Act, 1996 and the amendments thereof as in operation on the date of execution of the Contract. As a sole arbitrator, his decision shall be final and binding on both the parties.

The place of Arbitration shall be Jalgaon and all costs relating to the Arbitration proceedings shall be borne equally by both the parties. The parties agree that the language for making all the documentation, decisions, orders and resolutions will be English.

- 13) Jurisdiction:** The courts at Jalgaon alone will have the jurisdiction to try any Matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Jalgaon court shall have Jurisdiction in the matter.
- 14)** Only well-known / reputed brand of items should be quoted.
- 15)** Sample of A-4 Size 75 GSM Paper (500 Sheet per Ream) is required before purchasing of item.
- 16)** While purchasing of A-4 Size paper, the purchase will not be made solely based on the Price-Bid (BOQ) mentioned in rate section. quality and grade of the paper Ream will be considered before purchase of material. It is not binding to the University to purchase material from the lowest rate bidder. Please note that the University reserves all the rights regarding purchase of material.
- 17)** The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 18)** Offer should be complete in all respect. Incomplete offers would not be entertained.
- 19)** The successful bidder should submit a printed original bill of GST mentioning the University's GST No.27AAAJN0465A1ZL while submitting the payment proof of payment of the GST amount in the bill will be required to be submitted to the government the payment will be made after 30 days after the recommendation of concern department (if required technical committee) regarding the satisfactory performance of work.
- 20)** The University reserves the right to delete/ increase/ decrease items from the schedule of requirement specified in the tender.

**(CA. Ravindra N. Patil)
Finance and Accounts Officer**

Annexure –A**Information of the Bidder**

Sr.No.	Particular	
1	Name of the Company/ Organization	
2	Registered office Address, Telephone no., and E-mail ID	
3	Correspondence / Contact Address. Details of contact person's name, designation, address, mobile no & e-mail ID.	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd) certified copy in respect of registration must be enclosed	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover 2022-23 2023-24 2024-25	
7	G.S.T. Registration No.	
8	PAN Card No.	
9	Details of Bank – Name of Bank Type of Account Account Number IFSC Code MICR No.	
10	Capacity in which the bidder has signed the bid	
11	Attach copy of Authorization letter from OEM in case of bidder is authorized Dealer/Distributors of OEM.	
12	Attach copy of List of clients to whom A-4 Paper 75 GSM items supplied	

Signature & Seal of the Tenderer

Annexure –B

Certificate of Annual Turn Over

Sr.No.	Financial year (Last Three Years)	Annual turnover (In Lacs)
1	2022-2023	
2	2023-2024	
3	2024-2025	
4	Average Turn Over (Minimums 30 Lack)	

Seal & Signature of the
Chartered Accountants

Seal & Signature of the
bidder authorized representative

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary / Executive Magistrate on Rs. 500/- non judicial Stamp paper by the bidder)

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. _____ hereby declare that the firm/company namely M/s. ----- has not been blacklisted or debarred in the past by Union / State Government or by any other organization from taking part in tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. ----- hereby declare that the Firm /company namely M/s.----- was blacklisted or debarred by Union / State Government or any Organization from taking part in tenders for a period of _____ years w.e.f. _____ to _____. The period is over on _____ and now the firm/company is entitled to take part in tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be rejected/cancelled by University and EMD / SD shall be forfeited. In addition to the above University will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Name _____

Address _____

Attested:

(Public Notary / Executive Magistrate)

Annexure -D

CHART OF DESCRIPTION OF A-4 75 GSM Paper

Sr. No.	Name and Description of tender items	Unit	Make and other specification
1	A-4 -75 GSM (500 Sheet per Ream)	5,000	

Note: The above chart should be submitted on letter head of the bidder.

Date: / /2026

Name, Signature and
Seal of the bidder

Annexure-E

Bidder's Declaration

E- TENDER DOCUMENT FOR SUPPLY OF STATIONARY

A-4 75 GSM Paper (500 Sheet per Ream)

Ref. No.: KBCNMU/8/ET/ STATIONARY/22/2023, Dt 13.01.2026

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted in financial/ commercial bid (BOQ) are not more than the rate charged to any other Institution/ Department/ Organization.

Signature: -----

Name of signatory: -----

Signature & Seal of the bidder.

Manufacturers Authorization Form

Ref.No./

Date: / /2026

To,

The Finance & Accounts officers,
KavayitriBabinabai Chaudhari North Maharashtra University,
Post Box No.80,
Umavinagar, Jalgaon.

Subject : **Authorization letter for tender for**
‘Supply of A-4 Size Paper 75 GSM’ (500 Sheet per Ream)

REF:- KBCNMU/8/ET/ A-4 Paper / 22/2026, Dt. 13.01.2026

Dear Sir,

This is with reference to above subject of procurement “**E-Tender Documents For Supply of A-4 Size Paper 75 GSM (500 Sheet per Ream)** ” for your University. We would like to authorize M/s.

who is a business associate / partner of OEM/ authorized distributors /authorized dealers in India to participate in the above tender and execute the same if awarded.

We here by extended our full support as per terms and conditions of the tender and the contract for the services offered against this invitation for tender offered by the M/s. We here by commit to the tender terms and conditions and will not withdraw our commitment during the process and/ or during the period of contract.

Thanking you,

Yours faithfully,

Name of the company and seal
Name, Signature and Designation
of the person

Note :- The Manufactures Authorization form must be signed by competent authority of the manufacturer.

Sample copy of Agreement on Rs. 500/- Stamp Paper.

(only successful bidder can use this format)

Subject:- Agreement for the “E-Tender Documents For Supply of A-4 Size Paper 75 GSM. (500 Sheet per Ream) ”

1. This agreement made on the _____ day of _____ 2024 between KBCNMU, Jalgaon (hereinafter called "the purchaser") of the one part and M/s. _____: (hereinafter called "the supplier") of the other part.
Whereas the approved supplier has agreed with the purchaser to supply and install _____ (hereinafter called "the item") in the Purchase Order No:- 10000 _____ Dated / /2024 as per the prices mentioned their in.
2. In (_____) the purchaser to the supplier as hereinafter mentioned the supplier here by _____ the supplier to Supply and Install _____.
3. The purchaser hereby covenants to pay the supplier in considerations of the supply of item required for the contract prices as may become payable under the provision of the contract at the time and in the manner prescribed by the contract.
4. The rate (Inclusive of all taxes) of item mentioned in Purchase Order No:- 10000 _____ Dt. / /2024 will be valid for further _____ days for the supply of item mentioned in Sr.No. _____ to the purchaser.
5. Delivery of item will be within _____ weeks, from the date of receipt of purchase order. If the suppliers fail to deliver to University within the allotted delivery period as specified above the purchaser may procure goods or services similar to those un-delivered upon such terms and in such manner as it deems appropriate, from other firms and the supplier will be liable to the purchaser for excess cost, if any.
6. Payment will be made within 30 days after supply, satisfactory installation or demonstration and submission of performance security along with an agreement.
7. Warranty: All the item supplied under this rate contract will have warrantee for _____ years from the date of satisfactory demonstration/installation.
8. Any deviation from the Terms and conditions mentioned above will imply disqualifications for the firm.

9. All sort of Legal dispute are subjected to Jalgaon Jurisdiction Only.
10. All other terms and conditions given in the tender will also be form part of this agreement.
11. All disputes arising out of this agreement and all question relating to the interpretation of this agreement shall be decided by the KBCNMU, Jalgaon and the decision of the K.B.C.N.M.U.Jalgaon in this regard shall be final.

In witness whereof of parties thereto have set their hand on the _____ day of _____ 201

Signature

Signature of Authorized Signatory.

Authorized Signatory of K.B.C.N. M.U.,Jalgaon

Name : _____
Designation :- _____
Place: _____

Name of Firm Seal

Withness No. 1 : - _____

Withness No. 2 : - _____

University Campus Map

(ANNEXURE- H)

Location Map of the Campus



Note : This map is not to the scale and should be referred for location references only.