



SATAVAHANA UNIVERSITY
KARIMNAGAR-505002

e-TENDER NOTICE

No. 19/SU/TENDERS/KNR/2025-26

Date: 14-11-2025

E-Tenders are invited for the Printing and supply of

- | | |
|---|---|
| (I). 40 Lakhs of 32 Page
Main Answer Booklets | A-4 Size 60 GSM Cream-wove
paper with first & Last Page Q.R
Coded and all page bar coded Answer
Booklet with given format from the
Registered Printers/Manufacturers. |
| (II). 10 Lakhs of 8 page Practical Answer
Booklets | 1/4 Size Demmy 58 GSM White
paper |

The online e-Tender shall consist of two parts (i) Technical bid (ii) Commercial bid. The details of Tender conditions and terms can be downloaded from the electronic procurement platform of Government of Telangana i.e., <https://tender.telangana.gov.in>. The Bidders need to register on the electronic procurement market place of Government of Telangana i.e., <https://tender.telangana.gov.in>. On registration on the e-Procurement market place they will be provided with a user id and password by the system using which they can submit their bids online. The department will not accept any bid submitted in the paper form. The bidders who are desirous of participating in 'e' procurement shall submit their technical bids etc., in the standard formats prescribed in the Tender documents displayed at 'e' market place. The bidders should upload the scanned copies of all the relevant certificates, documents etc., in the 'e' market place in support of their Technical bids. The bidder shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity. The Department shall carry out the technical bid evaluation solely based on the uploaded certificates / documents, DD towards EMD in the e-procurement system and open the price bids of the responsive bidders. The bidder is solely responsible for the correctness of the particulars furnished online bid form. The bid document can be downloaded from 14-11-2025 at 5:00 PM to 01-12-2025 at 5:00 PM. The Bidders need to contact Office of the Registrar, Satavahana University, Karimnagar- 505 002 for information on e-Procurement tender.

Please note that the Application fee and EMD should be remitted through two separate Demand Drafts drawn in favour of the Registrar, Examination A/c, Satavahana University and uploaded along with the e-tender bid however original DD's must be handover to The Registrar, Satavahana University, Karimnagar on or before the last date and time. Bids not accompanied with the tender document fee and EMD are liable to be rejected.

Registrar
Satavahana University

Note :(i) Specifications of Booklets are given in Annexure-I

(ii) Scanned copy of the 32 Page Booklet is available in Annexure -IV

iii) Scanned copy of the 8 Page Practical Booklet is available in Annexure -V



SATAVAHANA UNIVERSITY, KARIMNAGAR– 505002

**Last date for
Submission: on or before
01-12-2025 (5:00 p.m.)**

No. 19/SU/TENDERS/KNR/2025-26

Date: 14-11-2025

M/s. _____

Subject: e-Tender Notification for the Supply of 32 Page Main Answer Booklets (A4 size 60 GSM Cream wove paper with all page's bar coded) and Supply of 8 Page Practical Answer Booklets (1/4 Size Demmy 58 GSM White paper -) Reg.

You are requested to submit your competitive prices in online e-tender bid only under **ONE BID SYSTEM** for the items as detailed in the Annexure - I & II by fulfilling the conditions.

- 1 Tender No. **19/SU/TENDERS/KNR/2025-26.**
- 2 Tender form cost Rs. 10,000/- (Non-refundable) in form of DD in favor of The Registrar, Examination A/c, Satavahana University and upload the scan copy of the DD
- 3 Tender forms can be downloaded from e-procurement website <https://tender.telangana.gov.in> from 14-11-2025.
- 4 Closing date & time **01-12-2025, 5.00 p.m.**
(For Receiving duly filled in Tenders)
- 5 Submission of Tender e-Tenders under one bid systems must be submitted superscribing thereon bidder's name and Tender No. and name of the item and must be submitted online one e-procurement website only
6. Contact Number **9392381909**
7. Gmail **registrarsatavahana@gmail.com**

Contd...3

(I) Technical Conditions:

1. Only registered printing presses under Industries Act are permitted to quote against the requirements. Bids from dealers or other agencies are not accepted.
2. The firms should have the requisite domain expertise with regard to supply of the items.
3. The firm should be situated in India. The firm should have empanelled by IBA on Security Printers.
4. The Printing Unit/Head Office/Branch Office must have been situated in Telangana or Andhra Pradesh for at least last Three Years.
5. The firm should have executed atleast an annual turnover of Rs.5.00 crores during the last 2 financial years (documentary proof in the form of I.T. returns, Balance Sheet are to be submitted).
6. The firm should have experience of supply of answer booklets for Educational Institutions.
7. University reserves the right to select certain items (in single or multiple units) and reject the other mentioned in the tender document without assigning any reasons whatsoever. University also reserves the right to revise or alter the specifications of the work before the acceptance of any bids.
8. The successful Bidder will be awarded the contract initially for a period of one year. Based on the need and satisfactory performance of the Bidder, as assessed and permitted by the Competent Authority (EC), the contract may be extended on the same terms and conditions and at mutually agreeable rates by one year at a time up to a further period of three years. The period of contract shall not exceed three years. At the end of three years, the University shall necessarily go through the whole process of calling fresh tenders.
9. The firm should have been in existence at least for last three years i.e. w.e.f. 01.01.2022 (documentary proof is to be attached). The bidder should be certified that the Factory is not black listed by State Govt./Govt. of India/UT or any other organization.
10. The firm shall have capacity to print, serial number, sew and pack 30000 Answer Booklets in a day.
11. The firm shall maintain adequate security and control to maintain confidentiality. Subcontracting of the work is not allowed.
12. The firm must be in a position to supply 2,00,000 booklets within a week from the date of purchase order.

(II) General Conditions: -

13. Bid shall be submitted in two parts viz., **Technical Bid Form (Annexure-I), & Commercial Bid Form (Annexure-II).**
Technical Bid shall contain documents such as (1) EMD (2) **Ten Sample Booklets and Name of Paper Mill (sample booklets should be submitted manually) on or before the last date** (3) Documents of Technical Qualifications and Technical Competence of the tenderer supported by the certificates. (4) copies of purchase orders issued by organizations indicating the column of transaction (5) Proof of Annual turnover.

Contd...4

(6) Copies of Registration Certificates (7) Copy of GST Registration Certificate (8) PAN allotted by Income Tax Department and (9) Detailed profile of the firm, domain expertise and sale details and other supporting literature substantiating their claim (10) Details of equipment.

Commercial Bid Form shall contain only price details and should be submitted online only separately in commercial section on e-procurement website.

IMPORTANT NOTE:

Technical Bid and Commercial Bid submitted online only in respective sections in e-procurement website. The Commercial bids of only technically qualified bidders will be opened. Bid selection will be based on technical evaluation of the firm, product/sample and price.

14. The firm shall enter into an agreement committing the supply of material in time.
15. After evaluating the Technical bids and on preliminary acceptance, The University shall inspect the premises of the firm for evaluating Infrastructure and Security and other requirements for final acceptance of technical bid. The Commercial bids will be opened of only those qualified in the technical bid.
16. The offers must be in English. The rates should be indicated in Indian currency both in figures and words and against item specified in Annexure-I. **The quality of paper is subject to testing by approved Lab.**
17. The taxes/duties/discounts if any are to be distinctly and separately shown in the commercial bid and under no circumstances these components shall be added to the basic price and shown as single price.
18. The prices should include freight, forwarding, Packing and delivery at the Examination Branch, Satavahana University, Karimnagar
19. The rates shall be firm throughout the entire period of the contract.
20. The offers must be valid for a minimum period of one year from bid finalization date. The offers once submitted cannot be modified under any circumstances.
21. Offers received after the bid closing date/time shall not be considered.
 - a) Telex/Telefax/E-Mail tenders shall not be accepted and the University takes no responsibility for delay/loss or non-receipt of tenders by Post/Courier.
22. No unsolicited correspondence shall be entertained.

(contd...5)

23. Earnest Money Deposit (EMD):
- (a)
- | | | |
|--|-----------------------------|--|
| <p>1. For 40.00 Lakhs 32 Page Main Answer Booklets (A4 size 60 GSM Cream wove paper with all pages bar-coded, First page single color as per sample copy)</p> <p>2. For 10.00 Lakhs 8-page practical Answer Booklet in 1/4 Size Demmy 58 GSM White paper</p> | <p>Rs.4,00,000/-</p> | <p>Demand Draft drawn on any Nationalised Bank in favour of "The Registrar, Examination A/c, Satavahana University" However the original DD must be hand over to the Registrar Satavahana University on or before the last date and time</p> |
|--|-----------------------------|--|
- (b) **The firm will have to forfeit of E.M.D. at any point of time in case of violation of terms & conditions.**
24. The orders will be placed in the phased manner as per the requirement. The print content and color is subject to change periodically.
25. Payment will be made only after successful fulfillment of order with assured quality.
26. **Liquidated Damages:**
Timely completion of the job is the essence of the Contract. In case of failure to supply within the time specified in the Purchase Order, penalty @ 0.5% of the total value per week or part thereof shall be levied upto two weeks from the date stipulated time in the purchase order. After this period, the purchase order will stand cancelled and **the firm will have to forfeit the EMD and also, they will be forbidden to participate in further bids issued by Satavahana University.**
27. The bidders shall only forward copies of annual reports, auditors reports etc. for the last two preceding Financial Years in order to satisfy the financial capabilities.
28. **Acceptance/Rejection of offer:**
Satavahana University reserves the right to accept/reject any offer in full or in part or accept any offer other than the lowest without assigning any reasons thereof.
29. Any Tender submitted containing incorrect statement and incomplete information will be summarily rejected.
30. **Arbitration:**
All disputes or differences whatsoever arising between the parties relating to the contract shall be settled by arbitration in accordance with the rules of arbitration of Indian Council of Arbitration and the award made in pursuance

(contd...6)

thereof shall be binding on the parties. The venue of arbitration shall be Karimnagar. The appointment of Arbitrator will be made by the Vice-Chancellor, Satavahana University.

31. The University will issue the order in phase wise manner as per the requirement of the University as an when required and the L-1 firm should deliver the answer sheet with in 10 days from the receipt of the Purchase order.

Sd/-

REGISTRAR, SATAVAHANA UNIVERSITY

Note:- All Documentary proofs need to be arranged in the order of the terms & conditions and the serial number of the terms & conditions may be mentioned on the right top corner. all the relevant documents of Proof should be scanned and uploaded in E-procurement website



SATAVAHANA UNIVERSITY, KARIMNAGAR

ANNEXURE-I
TECHNICAL BID FORM
(Tender System)

Tender No. : **19/SU/TENDERS/KNR/2025-26**

Name of the organization :

Office Address :

Address for Correspondence :

Profile of the Company :

Name of the contact person :

Telephone No.(s) :

E-mail id. :

The following information has to be filled along with the evidence (copies have to be attached)

Tender Form Cost : D.D No. Date:
(from Nationalized Bank only)

Bank Name & Amount :

EARNEST MONEY DEPOSIT Details
(From Nationalized Banks Only)

DD Number :

DD Amounts :

DD Drawn Date :

Bank Name :

Branch Name :

Registration Certificate :

GST /CST Regn. No. :

(contd..8)

Income Tax Account
PAN No. :
TAN No. :
IT returns for last 2 years :
Income & Expenditure Statement :
Balance sheet :
Technical Competence :
Annual Turnover last 2 years :
Detailed Profile of the firm :
Recent purchase orders :
Sample Booklets (10) with
Name of Paper Mill :
List of Infrastructure at the firm :
Details of Ink used for printing :

I hereby declare that the above particulars mentioned are true to the best of my knowledge.

Date:

Signature
(By authorized person with office seal)

Note: Only documents submitted online will be considered as proof for technical and other evaluation. However documents submitted by hand will not be entertained.

(contd..9)



SATAVAHANA UNIVERSITY, KARIMNAGAR

ANNEXURE-II

Technical Specification of the Answer Booklet

Tender No: 19/SU/TENDERS/KNR/2025-26

S.No	Technical Specification of Answer Booklet
01.	<p>32 Page Main Answer Booklet in A4 size 60 GSM Cream-wove paper All pages Barcoded Answer Booklet with given format First Page printed in Single color (Navy Blue) with SU Logo, serial number of the booklet and Back side (Second page) with Instructions to Candidates in Black color. On third page (on top) a Box to write Question Paper Code should be provided.</p> <p>From Third page onwards upto 30 Pages printed with micro line margin with the spelling of Satavahana University and i) S.U. logo at the left top and ii) S.U. logo tint in the middle of each page, 25 horizontal ruled lines and page numbers. Machine thread sewing on the left-hand side of entire Booklet having 32 Pages. Answer booklets are to be packed in polythene covers in the bundles of 100.</p> <p>4 bundles packed in polythene covers are to be again packed in one carton and labeled with a sticker containing serial number of booklets and carton number.</p>
02.	<p>8 Page Practical Answer Booklet in 1/4 Size Demmy 58 GSM White paper First Page printed in Single color (Black) with SU Logo, serial number of the booklet and Back side (Second page) onwards upto 8 Pages as per the photo copy of the booklet in the tender document.</p> <p>TERMS & CONDITIONS:</p> <ol style="list-style-type: none">1. The printing of Answer Booklets will be in Navy blue and will adhere to the dimensions given in the specifications.2. Security features on the Answer Booklets should be maintained3. Answer Booklets should be delivered to the Examination Branch, Satavahana University, Karimnagar without any charges.4. Bill should be in triplicate, indicating GST separately5. The University emblem print on every page of the answer book at top of the left corner and water mark of emblem on each page and Right corner Barcode on each page6. Answer books having side stitching with the thread7. Micro line print on every Answer booklets.8. Good packing 400 booklets in a bundle (carton box)9. Destination of the material delivery in all respects viz., packing, loading, unloading Including transportation to the Examination Branch, Satavahana University, Karimnagar.10. Bill should contain GST/GRN/TIN/APCST/No. of Firm.11. The supplies should be commenced within one month after receipt of supply order.

Note: Delivery at the Examination Branch, Satavahana University, Karimnagar (The price shall include freight, forward and delivery charges etc).

Signature
(By authorized person with official seal)
(contd..10)



SATAVAHANA UNIVERSITY, KARIMNAGAR

ANNEXURE-III
COMMERCIAL BID

S.NO	Description	Qty.	Rate	Amount
1.	32 Page Main Answer Booklet in A4 size 60 GSM Cream-wove paper with First & Last Page QR coded and all pages bar-coded.	40 Lakhs		
2.	8 Page Practical Answer Booklet of 1/4 Demmy 58 GSM White paper	10 Lakhs		
	Total Amount			
	GST as Applicable			
	Grand Total			

Note: The above commercial bid format is only specimen copy to enable the bidder to quoted the prices on e-procurement website only.

Specimen copy of 32 Page Main Answer Booklets:

**ANNEXURE-IV
(I page)**



Answer Book No.
D : 0952349



SATAVAHANA UNIVERSITY

Note : Read the Instructions before filling

Centre Stamp with Code



Candidate should fill details on top of Buffer Sticker (in case buffer sticker used)

PLEASE PASTE YOUR PERSONALIZED STICKER WITH IN THIS SPACE

To be-filled by the Candidate with **Blue / Black Ball Point pen** if the sticker is unavailable

1. Name of the Candidate :
2. Hall Ticket Number :
3. Date of Examination :
4. Name of the Examination :
5. Semester :
6. Medium :
7. Subject Name & Code :
8. Question Paper Code :
9. College Code :

Signature of the Candidate with date

Signature of the invigilator with date
(Please check the hall ticket number before signing)

(For Office Use)



SATAVAHANA UNIVERSITY

Note : Candidate to fill items 1 to 7 carefully.

(For Office Use)

1. Date of Examination : _____
2. Question paper Code :
3. Name of the Examination : _____
4. Semester/Year : _____
5. Medium : _____
6. Subject : _____
7. Paper : _____



Marks Slip

(To be filled by the Examiner / Evaluator only)

Q. No.	1	2	3	4	5	6	7	8	9	10	11	12	Total
Marks													
Q. No.	13	14	15	16	17	18	19	20	21	22	23	24	Total
Marks													

Signature with date

i) Examiner : _____ **Grand Total** i) in figures :

ii) Scrutinizer : _____ ii) in words : _____



SATAVAHANA UNIVERSITY

INSTRUCTIONS TO CANDIDATES

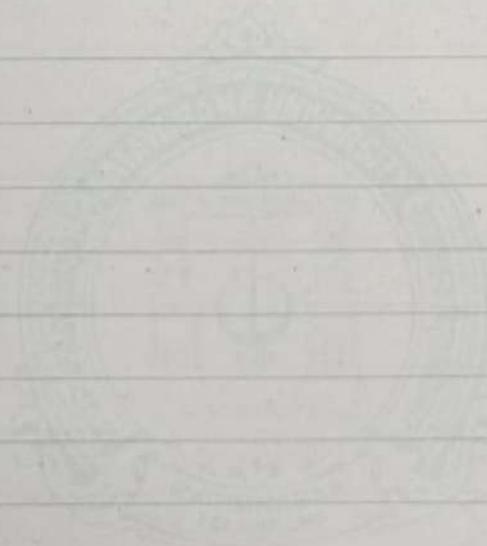
1. This Answer Book contains 32 pages, each page is provided with lines and the candidates should write on every line.
2. The candidate has to write the entire answers in this booklet only. **No additional answer sheet will be issued.**
3. Candidates are prohibited from :
 - i) Writing their Hall Ticket Number / Name in any part of their answer books except in the space specially provided for the purpose.
 - ii) Addressing the examiner in any manner whatsoever in answer book. If they do so, their answer books will not be valued.
4. If you find any discrepancies in your Hall Ticket Number, Name of the Examination, Date of Examination, Examination Center Code & Name, Subject, Medium, Question Paper Code, Semester / Year please inform the invigilator immediately.
5. You are prohibited from writing on or tampering the Barcodes on the Answer Booklet top page as it may affect proper valuation and award of marks. Further necessary action will be taken leading to the cancellation of your examination. Answer scripts with tampered barcodes will not be valued.
6. Answer should be written on both sides of the paper, before beginning to answer any question, they should write the correct number of the question in the margin provided.
7. **Answers must be legibly written in Blue / Black Ball Point Pen only.**
8. It is **not necessary** to begin each answer on a fresh page. **No Additional Books / Sheets will be provided.**
9. The responsibility of handing over the Answer Books to the invigilator lies with the candidates.
10. Except Simple Scientific Calculator, no other Electronic Gadget including mobile phone is allowed into the Examination hall.
11. No loose sheets of paper will be allowed into the examination room, and no paper must be detached from or attached to the answer-books.
12. Candidates are prohibited from :
 - i) Bringing to Examination Hall any books / Note Books / Paper / Mobile / Programmable watches etc.
 - ii) Talking to each other or from copying from others or allowing others to copy from them.
 - iii) Taking or giving any other kind of assistance or talking to or communicating with a person outside the Examination Hall.

If a candidate is found violating these rules and / or committing any other malpractice and / or behaving in an indisciplined manner or causing nuisance or disturbance to other candidates, he / she.

 - a) will at once be expelled from the Examination Hall.
 - b) will not be allowed to write the remaining papers.
 - c) will be liable to rustication.
13. University observers and flying squad members are empowered to check any candidate in the examination hall or outside the examination hall during the examination, for detecting any malpractice.
14. **ALL LEGAL MATTERS ARE SUBJECT TO THE JURISDICTION OF THE KARIMNAGAR**



3

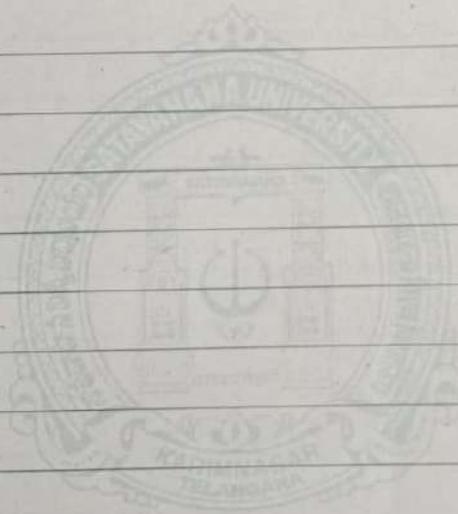


Last page Q.R.coded of 32 page Answer
Booklet



32 pages

32



Specimen copy of 8 Page Practical Answer Booklet:
ANNEXURE-V
(I page)

Centre Code

No. D **10533**

Name of the Centre (Stamp)



SATAVAHANA UNIVERSITY
(FOR PRACTICALS ONLY)

HALL TICKET NUMBER

NAME OF THE EXAMINATION _____ Semester _____

SUBJECT _____ PAPER _____

CENTRE _____ DATE _____

For Examiner's award only

Q.No.	1	2	3	4	5	6	Viva-Voce	Record	Total
Award									

Signature of Examiner Total Marks in words

(START WRITING FROM HERE)

