



Online

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**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF
TECHNOLOGY, SURAT-395 007.**

No. MED/RK-TND/ICIE-2017/ 03/ Conference Proceedings/17-18

Date: 31/10/2017

To,

SUB: Enquiry for Supply of Quotation for Conference Proceedings

Dear Sir,

1. You are requested to quote your prices for supply of stores listed overleaf. The quotations may be sent to the undersigned in a sealed envelope and subscribed as: "Quotation with reference to **Enquiry No MED/RK-TND/ICIE-2017/ 03/Conference Proceedings /17-18**. Bidders may send their offer under Registered Post/Speed Post/Courier/Hand delivery so as to reach the following address on or before 10/11/2017 up to 5:00 PM only. However, SVNIT, Surat accepts no responsibility for offers received after the due time and date.

Dr. Tushar N. Desai
Associate Professor and Organizing Secretary
Mechanical Engineering Department
S. V. National Institute of Technology
Ichchhanath, Dumas Road, Surat
Pin code: 395 007
State: Gujarat.

2. The quotations should be furnished with the following information.
3. The brand or make of each item should be specifically stated and wherever necessary, Complete set of specifications and dimensions should be given.
4. If asked, samples are accompanying the quotation.
5. Sales tax, General tax, Central Sales tax, Custom duty, Insurance charges, Packing and Forwarding charges, if not included in the prices quoted, should be clearly specified.
6. The period of validity of the quotation should be at least 45 Days. Offers subject to prior sale may please be avoided.
7. The delivery period is to be clearly mentioned in the quotation.
8. The mode of delivery of the stores may be mentioned. The delivery should be F.O.R. Surat or at the Institute.

9. All concessions available to an educational institution should be specified and also taken into account while quoting.
10. This Institute is located within the limits of S.M.C. & exempted from the paying of octroi duty on incoming goods from outside limits of S.M.C.
11. This Institute is registered with the dept. of scientific & industrial Research (DSIR) for the purpose of availing custom duty exemption & central excise duty exemption, and hence the certificate to this effect will be issued wherever it is necessary on demand.
12. Payment is normally made by cheque drawn on the S.V.N.I.T. Branch Office of State Bank of India, Surat-395007 within a period of thirty days from the date of receipt of stores.
13. Your specifications & terms- conditions should be as per the format attached, must be on your company letterhead & signed by an authorized person.
14. Offered quotation may be rejected if any ambiguity is found in offered specifications, terms & conditions supplied by party in specified tabular format.
15. The Director reserves the right to accept stores, which are not strictly in confirming with the specifications but otherwise, found suitable.

Yours faithfully,

(Dr. Ravi Kant and Dr. Tushar N. Desai)
Assistant Professor and Associate Professor
Mechanical Engineering Department

ANNEXURE-I

Sr. No.	Items	Quantity Range (Numbers)		
		Up to 100 Books (Vol. I, II and III)	100-200 Books (Vol. I, II and III)	200-300 Books (Vol. I, II and III)
		Rate Per Page	Rate Per Page	Rate Per Page
1.	Proceeding with typesetting and formatting including ISBN 1. No. of pages: 1000-1500 pages [Vol. I, II and III] 2. Book Size: 8¼x 11" [A4 Size] 3. Cover: 300 GSM multi colour cover 4. Paper Quality: 80 GSM Maplitho paper/100 GSM 5. Printing: Cover: 4-colour; Inside: single colour 6. Binding: Soft with lamination 7. Formatting and Typesetting done by publisher including cover designing and creation of author index.			
2.	Book of Abstracts with ISBN 1. No. of pages: upto 140 pages 2. Book Size: 8¼x 11" [A4 Size] 3. Cover: 300 GSM multi colour cover 4. Paper Quality: 80 GSM Maplitho paper/100 GSM 5. Printing: Cover: 4-colour; Inside: single colour 6. Binding: Soft with lamination 7. Formatting and Typesetting done by publisher including cover designing and creation of author index.			

Sr. No.	Items		Quantity Range (Numbers)		
			Up to 100 CDs	100-200 CDs	200-300 CDs
3	Interactive CD ROMs with ISBN typesetting and formatting Input: 1. Individual pdf files/MS Word files with proper identification. 2. Name of all authors including co-authors. 3. List of contents 4. Output: Articles in the CDs can be categorised/linked by 5. Author Names 6. Schedule 7. Section in which it appears CDs required with: a) Multi colour printing on the CD upper face containing the name of the conference, editors, date, ISBN etc b) Plastic Jewel Case	For 150 Paper			
		For 150-200 Papers			
		For 200-250 Papers			