



ISLAMIC UNIVERSITY OF SCIENCE TECHNOLOGY AWANTIPORA, KASHMIRMIR

Notice for inviting Quotation for preparing Gold Medals.

Sealed quotations in plain paper are invited from intending registered licensed Gold Dealers/Manufactures/Retailers for preparing and supply of 27 (Twenty-Seven) Gold Medals. Each gold medal shall be of 50 (fifty) grams in weight having 300 milligrams of gold fineness for upcoming University Convocation. The quotations in sealed envelope superscribed as “**Quotation for Gold Medals**” shall reach to the office of the Procurement & Stores by or before **12-06-2024** by 2.00 p.m.

Prices quoted should be inclusive of all taxes and charges. The quotations will be opened on the next day at 11.A.M in presence of agencies or their authorised representatives, if any. The detailed information of the specifications of Gold Medals and other terms and conditions can be had from Office of the Procurement & Stores, Islamic University of Science & Technology, Awantipora or can be downloaded from the University website www.iust.ac.in.

Sd/-

Controller of Examinations

No: IUST/Reg/P&S/Conv./24/045.



Dated:- 07-06-2024

Terms & Conditions: -

1. The rate of gold per gram should be quoted. GST should be quoted separately.
2. The sealed quotation cover should be super scribed with the words “**Quotation for Gold Medals**”
3. EMD of Rs.5000/- (five thousand only) is to be made in shape of Bank Draft in favour of Finance Officer Islamic University of Science & Technology payable at Awantipora.
4. The EMD amount is refundable to the unsuccessful quotationer(s) after finalisation of quotation and to successful quotationer after completion of supply and fulfilment of all the formalities.
5. Making Charges, engraving charges and the cost of plastic boxes be quoted inclusive of all taxes and charges separately.
6. The Gold Medals should be delivered in the office of the Procurement & Stores of the University on any working day during the office hours.
7. Payment shall be made only after the testing of the purity of the medals by the University.
8. The quotationer must have two years of past experience of supplying the Gold Medals to any Govt Education Institution
9. The prospective quotationers can check the sample available in the Office of the Controller of Examinations from 9.00 a.m to 4 p.m on all working days up to 12-06-2024.
10. The University Authority reserves the right to reject any or all quotations or accept anyone without assigning any reasons thereof. The authority also reserves the right to decide the integrity or the reliability of the Gold Medal manufacturer/dealer/agencies for finalisation of order for preparation and supply of gold medal.

Specifications of Gold Medals

1. The gold medals should consist of 300 milli grams of Gold of 24 carats in fineness (polish) and remaining pure silver, each weighing 50 grams. German Silver shall not be used.
2. The medals should be circular in shape with rimmed circumference of **50mm** diameter.
3. In one side of the Medal the crest of the University along with the motto in conformity shall be engraved.
4. A small ring of gold of the same fineness as that of gold medal shall be welded to the rim at the top of the medal.
5. A printed ribbon of about three feet in length shall be provided with each Gold Medal.
6. A plastic box of adequate size housing each gold medal shall be provided with each medal.

S. No	Detailed Specification		Quantity (Approx)
<p>1</p> <p>The tenderers may physically see the sample medals at the office of Controller of Examinations on any working day (Monday to Friday)</p>	<p>The medals will have to made with silver electroplated with gold. The size of the medal will be 50 mm in diameter.</p> <p>The medal should have (50 g) silver and Three Hundred-milligrams (300 mg) gold (Twenty-four (24) carat (For plating).</p> <p>One side of medal (side1) -Institute name and logo to be engraved/embossed; Other side of medal (side 2)-student name, year of passing, academic discipline to be engraved. There shall be provision (suspending ring / kunda) as shown in diagram for putting ribbon in the medal.</p> <p>Box: Size 10 cm x 10 cm x 3 cm. covered with velvet outside and stain cushioning inside.</p> <p>One Meter Blue ribbon must be given with the medal</p>		<p>27</p> <p>(The No. may increase based on actual requirement)</p>
<p>Front side to be embossed as shown</p>		<p>Back Side details to be engraved as detailed below:</p> <p>Student Name:</p> <p>Discipline:</p> <p>Year of Passing:</p>	

The terms & conditions of the Tender and specification of the Gold Medal are acceptable to me/us.

Signature of the Quotationer
with Official Seal & complete
Address _____

Telephone No: _____

Date: _____

Annexure I

Technical Bid

Tenderer must read the enclosed terms & conditions before filling up the particular in this form.

01 Particulars of Tenderer

- (i) Name of the Bidder/ Supplier: _____
- (ii) Year of establishment with proof: _____
- (iii) Name of the Partners/ Proprietors/ _____
Directors of Organization/Firm (if applicable)
- (iv) Office Address & Tel. No. _____
- (v) Name(s) of the Proprietor/ _____
Partners & Mobile No.

02 Past Experience (For the last 02 years)

2.1:

S. No.	Name of the Organization	Quantity	Value of Contract	Details of work executed (with proof)
1				
2				
3				

03 PARTICULARS OF DEMAND DRAFT PAID AS EARNEST MONEY AND TENDER FEE:

- i) Amount: _____
- ii) DD No/ / FDR with date of issue: _____

ANNEXURE- II

Financial Bid

I/We _____ (inclusive of all taxes and charges) for supply of Gold Medals as below:

S. No	Description	Supply of Gold Medals as per the Technical Specifications to be delivered at the Office of Controller of Examination, IUST		
		Gold	Silver	Total Cost
01	Cost per medal, including all taxes and charges i.e. freight,labour etc (In figure and words)			

The terms & conditions for the supply of medals to the IUST, Awantipora are acceptable to me/us.The rates are inclusive of all taxes and charges.

Date_____

Signature of the Tenderer_____

Address/ Rubber Stamp_____

Tel. No._____

