



राज्य शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद्, हरियाणा  
गुड़गांव -122 001  
State Council of Educational Research & Training, Haryana  
Gurgaon-122 001

Memo No: SCERT/C&P/2023/201-A

Dated: 23.11.2023

Notice

**Subject: Terms and General Conditions for the tender inviting quotations for content Designing, Layout and Illustration of Teaching Learning Material UDAAN.**

State Council of Educational Research and Training Gurugram invites quotation in sealed cover for content Designing, Layout and Illustration of Teaching Learning Material UDAAN.

The general terms and conditions for this job order will be as follows:

1. Interested vendors are invited to submit their quotation/tender in a sealed cover duly superscribed "Tender for Designing, Layout and Illustration of Teaching Learning Material UDAAN"
2. The quotation in sealed cover should be sent in this office, address to The Director, SCERT Haryana, Gurugram, Opposite Panchayat Bhawan, Sohna Road, Gurugram Haryana-122001.
3. The quotation may be sent by post or delivered at Reception of the above office address
4. The quotation in the sealed envelope containing the financial bids (as per given table) must reach to this office on or before 29th November, 2023 at 5.00 P.M. Bids received after the due date/time shall not be entertained.
5. The received bids shall be opened in this office on 5th December 2023 at 11.00 A.M., in the presence of the Authorised representatives of the bidders and office committee members.
6. The bidders will have to be present in person or through authorized representative on the aforementioned date and time in this office. However, this office also reserved the right to reject any bid without assigning any reason.
7. Bids received after due date, not contained in a sealed envelop, incomplete quotation will be rejected without assigning any reason and without communication.
8. The rate quoted shall be valid for one year from the date of awarding work.
9. If the first lowest bidders failed to accept the offer it will be automatically offer to the second lowest bidders.
10. The quotation is to be shared in the below format. No. of Pages shall be intimated at a later stage.

Details of Job Order

Total Booklets 8 (Teacher Manual (3) and Student Workbook (5))

No. of pages-To be verified later on.

No. of Illustration To be verified later on.

Sr. No.	Particulars	Rates pp (GST)
1.	Designing and Layout	
2.	With illustration	
3.	Cover Page	

The terms and conditions for the said work will remain same as will be discussed at tender time.

In case of any query please mail [ctbscert2022@gmail.com](mailto:ctbscert2022@gmail.com) or whatsapp no. : 9650449931

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