

# Board of School Education Haryana, Bhiwani

## Quotation Notice

Ref. No. 5471 /EDP

Dated:- 11/6/2019

**Subject:- Print the Migration Certificates.**

Quotations are invited for the rates of print Migration Certificates according to data which are provided by the Board. The Eligibility Conditions mentioned in **Annexure-I** The quotation must reach in this office through E-mail Id: [ratesbseh@gmail.com](mailto:ratesbseh@gmail.com) till 10:00 AM dated 14.06.2019.

In case, if the quotationer does not fulfill the terms and conditions as per **annexure I** the quotation may not be considered.

Quotations will be opened on the same day at 11:00 AM by the authorized committee.

Certified that I/We have read the terms and conditions, schedule of work and undertake to abide by them faithfully and further submit herewith one copy of the same duly signed by me/us in token of having accepted them.

Signature :-\_\_\_\_\_

Name of Firm & Address:-\_\_\_\_\_

Dated:-\_\_\_\_\_

(with Stamp) \_\_\_\_\_

Mobile No. :-\_\_\_\_\_

Sd/-  
SSE (Computer Cell)

**BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI**  
**Required Service**

Ref. No.

/EDP

Dated:- //2019

Sr. No.	Job/Work description	Rates (all tax exclusive)	Units
1.	Printing of Migration Certificates with stationery as per sample enclosed		Approx. 115000 pages

(Space to be used by the Quotationer for quoting the rates of the service both in figure and words. The same annexure is to be sent back to board after filling up the rates)

It is certified that the instructions, terms and conditions of the Quotation Notice are acceptable and the rates of the items quoted by me are correct.

1. Name of Quotationer \_\_\_\_\_
2. Name of Firm/Agency \_\_\_\_\_
3. Address of Firm/Agency \_\_\_\_\_
4. PAN No. \_\_\_\_\_ GST No. \_\_\_\_\_
5. TIN No. \_\_\_\_\_ Mobile No. \_\_\_\_\_
6. Regn. No. of the Firm/Agency \_\_\_\_\_
7. Name of the Bank in which Quotationer has A/c \_\_\_\_\_
8. Name of the Branch of the Bank \_\_\_\_\_
9. A/c No. of the Quotationer \_\_\_\_\_
10. I.F.S.C. Code of the Bank Branch \_\_\_\_\_

Signature of Quotationer  
With Seal/Stamp

To

Sr. System Executive  
Computer Cell  
Board of School Education Haryana, Bhiwani

## Eligibility Conditions

1. Two Migration Certificate should be printed (vertically) on A4 Size paper.
2. Printing of Migration Certificates with stationery as per sample enclosed.
3. Firm/Agency should not be blacklisted/debarred/de-paneled.
4. The job will have to be completed within a maximum period of Seven days. However, in view of exceptional circumstances considered as beyond the control of Computer Agency, the Secretary of the Board may grant extension of time period to the maximum of ten days. The Secretary of the Board shall also have the authority to impose penalty to the tune of at least Rs 500/- per day or more as the Secretary of the Board deems fit taking into consideration the delay and loss cause in the completion of works.
5. Only such computer Agencies will be considered for the allotment of work which are having adequate infrastructure, experienced and qualified manpower, and development of software and experience of processing in the relevant field with proven track record, the Secretary or his authorized nominee shall have the right to inspect premises of the firm before allotment of work.
6. The Secretary of the Board shall have the authority to allot the work in the manner he deems fit.
7. The Bidder will be required to submit Performance Security of Rs. 10,000/- in shape of bank draft after allocation of work within 5 days.
8. It shall be the responsibility of the firm to keep the contents/information of the Board strictly confidential. Failure to comply with this condition shall make the party liable to legal action and other damages as may be fixed by the Secretary/Administrative Head of the Organization.
9. If a quotationer refuses to execute the allotted work or delays the work unnecessarily, Performance Security will be forfeited and the firm may be blacklisted for a specific period. The decision of the Secretary of the Board in such cases will be final and binding on the quotationer.
10. Payment shall be made on submission of bill after satisfactory completion of work in all respects.
11. In the case of any dispute of any other point not covered under the above terms & conditions, the case will be referred for arbitration to the Sole Arbitrator i.e. Secretary/Administrative Head of the Board whose decision shall be final and binding on both the parties.

12. No advance payment will be released.
13. No lodging & boarding shall be provided by the Board.
14. In all matters and disputes arising there under, the appropriate courts at concerned District of Board shall have jurisdiction to entertain.
15. The firms will be empanelled for the Board, so that the firm can be engaged for above mentioned works in future also wherever their services needed.

Terms and Conditions enumerated in Annexure-I & II have been read by me/us and are acceptable to me/us.

SIGNATURE OF THE TENDERER

WITH OFFICIAL SEAL

COMPLETE ADDRESS \_\_\_\_\_

TEL NO. : \_\_\_\_\_

MOBILE No. : \_\_\_\_\_

FAX No. : \_\_\_\_\_

PAN No. : \_\_\_\_\_

DATE : \_\_\_\_\_

PLACE : \_\_\_\_\_

## Check List

M/s. \_\_\_\_\_

1. Work Experience Certificate.
2. Annual Turnover 10 lacs in average of last 3 years.
3. Firm should not be blacklisted/debarred/disqualified on a affidavit of Rs. 10/-
4. Copy of Service Tax No./PAN/TAN/GST.
5. Copy of Registration of the Firm.
6. Undertaking on Non judicial Stamp Paper of Rs. 100/-.

BOARD OF SCHOOL EDUCATION HARYANA

Sr. No. B



Enroll No.

MIGRATION CERTIFICATE

S/D/O Shri

and Smt.

Roll No.

of ~~Secondary~~ Secondary Examination

is informed that this Board has no

objection to continue his/her studies at another ~~University~~ Board

BHIWANI

Dated

SECRETARY

BOARD OF SCHOOL EDUCATION HARYANA

Sr. No. B



Enroll No.

MIGRATION CERTIFICATE

S/D/O Shri

and Smt.

Roll No.

of ~~Secondary~~ Secondary Examination

is informed that this Board has no

objection to continue his/her studies at another ~~University~~ / Board

BHIWANI

Dated

SECRETARY