

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
(Ministry of Education, Govt. of India)
Accredited by NAAC with 'A⁺⁺' Grade (4th Cycle)



Dr.K.S.PUSHPA
CONTROLLER OF EXAMINATIONS i/c



GANDHIGRAM-624 302
DINDIGUL DISTRICT
TAMIL NADU, INDIA

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Date: 05-08-2026

QUOTATION CALL LETTER

The Office of the Controller of Examinations invites competitive quotations on behalf of the Gandhigram Rural Institute (Deemed to be University), Gandhigram, Dindigul-624 302 to print the 3 Hours Answer Booklets.

S.No.	Name of the Item	Quantity Required	Specification
1.	3 Hours Answer Booklet	50000 Nos.	1. Size of Booklet-210mm Breadth x 275mm height with stitching. 2. Paper Quality – 60 GSM White 3. No. of Pages: 44 pages. 4. Booklet Type: Stitching on left side with 5 mm margin 5. Specifications of Printing : i) Single colour printing (Sky Blue) (Face Sheet only) ii) The first page of the Booklet should be printed with the matters in the form as given. iii) Serial Number to be printed on the right side top in the First page of each Answer Booklet. iv) The Second page of the Booklet should be printed with <u>"DO NOT USE THIS PAGE"</u>. v) The Last Two pages (43rd & 44th) should be printed with <u>"Rough Work"</u>. vi) The remaining pages (3rd to 42nd) have to be numbered from (1 to 40) in the right corner. Institute logo to be printed on the left corner of the pages. vii) Each page (3rd to 42nd) has to be ruled horizontally with 26 lines with 9 mm space having top & bottom margin of 25mm. (3rd to 42nd) Margin Line in left side. viii) Water mark of the Institute emblem has to be printed in all pages.

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Terms and Conditions:

1. The quotations should be prepared in the name of the Registrar, Gandhigram Rural Institute (Deemed to be University) Gandhigram, Dindigul-624302.
2. The sealed envelope containing the quotation should be sent to the Controller of Examinations, Gandhigram Rural Institute (Deemed to be University) Gandhigram, Dindigul-624302. For ease of communication and timely execution of the work, suppliers having operational facilities preferred within Tamil Nadu.
3. The last date for receipt of quotations will be up to 5.00 P.M on **27-08-2026**.
4. The sealed quotation will be opened on **28-08-2026 at 4.00 P.M** in the chamber of the Controller of Examinations. Either the vendor or an authorized representative may attend the opening of the quotations.
5. The vendor should clearly mention the price of the Answer Booklets with transport charges and other charges. **The Answer Booklet cost are exempted from GST.**
6. Specimen copy of the Answer Booklet (**Face Sheet only**) can be obtained from this office, if needed.
7. The vendor should supply the Answer Booklets within 20 days from the date of receipt of supply order.
8. The supplier is responsible for packing of Answer Booklets properly and the same to be delivered in the office of the Controller of Examinations in good condition within the stipulated time. (**As mentioned above in Point No.7**). Failing which, the addition expenses has to be borne by the supplier.
9. Payment towards the cost of printing will be transferred online to the account of the vendor within fifteen days from the date of supply of above items in good condition for which, the vendor will be required to furnish the account and bank details to the GRI.
10. The lowest quoted bidder will be selected for placing orders. The others will not be intimated.
11. The Gandhigram Rural Institute (Deemed to be University) Gandhigram, Dindigul-624 302, reserves the right to partially/fully cancel/amend the requirements in the quotation call letter at any time before the issue of supply order.
12. Suppliers shall ensure prompt coordination for proof approval, correction, printing and other related issues.

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