



# राजस्थान केन्द्रीय विश्वविद्यालय Central University of Rajasthan



**Sealed quotations are invited for Annual Rate Contract for “Comprehensive Services for Designing, Printing & onsite-installation of Flex, Banners, Signage’s, Vinyl Print Graphics, Cut-outs and other display materials” for Central University of Rajasthan, Bandarsindri, Kishangarh, Ajmer (Raj).**

## PART-A

- The Central University of Rajasthan (Accredited with 'A++' Grade by NAAC and Category-I University Status by UGC, Govt. of India) has been established by an Act of Parliament, 'The Central Universities Act, 2009' (Gazette of India No. 25 of 2009) in March, 2009. The University is fully funded by the Ministry of Education, Government of India through University Grants Commission (UGC), New Delhi. The Central Universities Act, 2009 is enacted by the Parliament to establish and incorporate universities for teaching and research in the various States and to provide for matters connected therewith or incidental thereto.
- The University is functioning from its permanent 518+ acres lush green campus at Bandarsindri, NH-8, Kishangarh, Ajmer (Rajasthan). The University has established all required functional infrastructure like Academic Blocks, Library, Auditorium, Play Grounds, Kendriya Vidyalaya, Staff Quarters, Guest House, STP, Post Office, Bank, Hostels, Mess, and Administrative Building etc. for smooth conduct of University activities.
- At present, the University is offering more than 60 UG, PG, Diploma, Integrated programmes in addition to Ph.D. programmes in 35 Academic Departments under 13 Schools of Studies.
- Every year, the University celebrates various National / International level events, Cultural Fest, Sports Meet, Annual Function and various Days / Jayanti of reputed personalities in addition to various Academic Seminar / Conference / Workshop in the Departments.
- To publicize the event and for branding the University activities along with the welcome of the University Guests, the University display various information's through flex / banner etc. The various publicity material like cutouts, standee, exhibition stands etc. are also used during the above events.
- In this connection, to streamline the various activities in terms of branding & publicity during events, the University desire to engage reputed firms / service provider for Designing, Printing & onsite-installation of various publicity material as per the requirement of the University.
- The Central University of Rajasthan (CURAJ), Bandarsindri invites sealed proposals from established firms / agency for “comprehensive services for designing, printing, supply & installation of Banners, Signage’s, Vinyl Print Graphics, cut-outs and other display materials” for Central University of Rajasthan, Bandarsindri for 2024-25 in the University campus, nearby area of the University and other identified locations as per the requirement of the University to engage initially for a period of one year.

## PART-B

- The agency / firm fulfill the following requirements for participation in the above rate contract.
  1. The agency / firm having minimum of 3 years of experience to carry out the Designing, Printing & onsite-installation of various publicity material work.
  2. The agency / firm should be registered from the concerned State / Central Govt. authority, as applicable.
  3. The agency / firm possess a valid GST number.
  4. The agency / firm have sufficient manpower to carry out the work in time bound manner on site.

The agency / firm are required to provide self-attested authenticate documents for proven its credentials in respect of above point no. 1 to 4.

- The interested agency / firm are requested to submit their rates for various items in Rupees in the attached Annexure-II duly seal and signed by the authorized person in sealed envelope on or before 20.06.2024 at Dispatch Section, Ground Floor, Administration Building, CURaj Campus, Bandarsindri.
- In case of any query, you may feel free to contact Institutional Branding Cell, CURaj at 01463-257547.

Registrar

Information about Agency / Firm

1.	Name of the agency /firm	
2.	(a) Office address with Mobile/Telephone/Fax Nos. (b) Contact Person's details (1) Name & Designation (2) Address (3) Landline No./Mobile No. (4) Email ID	
3.	PAN No. (in the name of Firm)	
4.	GST No. (in the name of Firm)	
5.	Year of establishment of the Firm/Agency/Company:	
6.	Does the firm have minimum three years' experience of designing, printing & on-site installation of various publicity materials, if yes, please provides the necessary documentary evidence for its support.	Yes / No
7.	Please provide necessary documents in support of having experience of working with Central Govt. / State Govt. / PSUs / Central Universities of similar nature.	
8.	A copy of the latest CA Certified Balance Sheet Attached? Annual Turnover last 3 financial years should be minimum 5 lakh as per Profit & Loss Account in each year (CA certified copy)	Yes / No
9.	Certificate of Registration under State / Central Govt. as per the applicable law, for providing such type of services.	Yes / No

Note: Please enclose self-attested copy of all relevant documents mentioned above.

Place:

Date:

Authorized Signatory  
Name, Address with Rubber stamp

**ITEM WISE RATES FOR SUPPLYING SIGNAGES, VINYL PRINT GRAPHICS AND OTHER DISPLAY MATERIALS**

(To be sealed in separate envelope)

S. No.	Item	Rate per sqft. (in Rs.)
1.	Normal Flex	
2.	Star Flex	
3.	Black Back Flex	
4.	Wooden Frame with 1 inch thickness for flex installation	
5.	Iron Frame with 1 inch square shape iron pipe for flex installation	
6.	Flex with Frame (Frame on Rent)	
7.	Flex Pasting / Installation on site	
8.	Eco Vinyl Printing	
9.	Eco Vinyl Pasting	
10.	Vinyl Printing	
11.	Vinyl Pasting	
12.	Vinyl Printing with Lamination (Glossy / Matt)	
13.	Clear / Transparent Vinyl Printing	
14.	Radium Cutting Sticker	
15.	Radium Pasting	
16.	Radium Vinyl Printing	
17.	Radium Vinyl Pasting	
18.	Vinyl printing & pasting on 5 mm sun board with matt lamination	
19.	Vinyl printing & pasting on 5 mm sun board with matt lamination & cutout	
20.	Cutout 6x3 (vinyl pasting on 8 mm MDF sheet with cutting)	
21.	Cutout 6x4 (vinyl pasting on 8 mm MDF sheet with cutting)	
22.	Cutout 8x4 (vinyl pasting on 8 mm MDF sheet with cutting)	
23.	LED clip on board (3x2 sqft.)	
24.	LED clip on board (3x5 sqft.)	
25.	LED clip on board (4x6 sqft.)	
26.	Translite printing	
27.	Mounting & grouting of iron frame for flex installation on site	
28.	Engraving on Granite Stone with curtain arrangement for inauguration purpose	
29.	Installation of iron board of 4x3 sqft. with both side vinyl pasting on round iron pipe (1.5 Inch round iron pipe & 21 gauge iron sheet) with 6 feet height from ground level	
30.	Installation of iron board of 6x4 sqft. with both side vinyl pasting (1.5 Inch round iron pipe & 21 gauge iron sheet) with 6 feet height from ground level	
31.	Installation of iron board of 8x6 sqft. with both side vinyl pasting (1.5 Inch round iron pipe & 21 gauge iron sheet) with 6 feet height from ground level	
<b>Other publicity / branding items</b>		
32.	A4 size glossy certificate on sheet with colour printing (rate per piece)	
33.	Colour printed customized caps (rate per piece)	
34.	Colour printed customized T-Shirt (rate per piece)	
35.	Colour printed customized ID Cards (rate per piece)	

Place:

Date:

Authorized Signatory  
Name, Address with Rubber stamp