



RAJIV GANDHI NATIONAL UNIVERSITY OF LAW, PUNJAB
(Established under Punjab Act No. 12 of 2006)
(Accredited with 'A' Grade by NAAC)

SHORT TERM NOTICE INVITING QUOTATIONS

NO. RGNUL/C&MW/177

Dated:-18.03.2026

Rajiv Gandhi National University of Law Punjab Patiala invites sealed quotations from competent and reputed Printers / agency/firms/suppliers for printing of **File folders/cover & Attendance register**. The quotations is required to be submitted in sealed cover address to The Registrar , **Rajiv Gandhi National University of Law Punjab** Patiala so as to reach the University on or before 4.00pm on **03/04/2026** duly superscripting the quotation for "**Printing/Supply of File folders/cover & Attendance register for RGNUL , Punjab**" on the top of sealed envelope.

S.No.	Brief Description of Work	Quantity
1.	Printing of RGNUL File folders/Cover (As per approved Sample)	1000 No.
2.	Staff Attendance Register	100 No.
3.	Student Attendance Register	500 No.

Terms & Conditions:-

1. The Agency/printer are advise to visit the University in order to examine the sample of above mention **File folders/cover, Attendance Registers** before quoting the rate, and attach the certificate (**Annexure "A"**). This annexure "A" shall be duly signed by Estate/CMW office of this university.
2. The sample is to be approved by the agency before bulk supply.
3. The rates should be quoted as shown against the item and should be inclusive of GST/taxes or other charges (FOR) applicable at any point in time.
4. The RGNUL reserves right to accept/reject any or all the Quotations at any time without assigning any reason.
5. Items may be increased or decreased as mentioned above as per the requirement of the university.
6. Any indulging in malpractice or adopting unfair means will be barred from working with the University.
7. Govt. Notified Statutory Dues to be deducted from the bill.
8. Past records of the Agency/firm will be duly considered while awarding the work.

University Engineer.

Cc to:- (i).Notice board
(ii).RGNUL website



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ANNEXURE "A"

To,

The Registrar,
Rajiv Gandhi National University of Law, Punjab
Sidhuwal, Bhadson Road,
Patiala. Punjab – 147006

Sir/Madam,

This is to inform you that, I/We have examined and seen the Sample at the Rajiv Gandhi National University of Law, Punjab as per quotation document.

(Authorized Signature)

Name of Authorised Person" -----
Name of the Firm/Agency -----
Address of the Firm/Agency -----
Contact No. -----
Email Id -----

Signature by University Estate/C&MW Dept.