

# Andhra Pradesh Urban Infrastructure Asset Management Limited

Reg. Off: 4<sup>th</sup> floor NTR Administrative Block, Pandit Nehru Bus Station Vijayawada 520013

CIN: U65999AP2016PLC103663

## Inviting Bids for Printing / Binding / Xerox of office documents for the period from January 01, 2022 to March 31, 2022

Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML) requires to appoint a vendor, who can provide services Printing / Binding / Xerox of office documents to APUIAML for the period from January 01, 2022 to March 31, 2022, on the following standard terms & conditions provided below:

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### QUOTE

Requirement of A0, A1, A2, A3, A4 Printing / Binding / Xerox services listed out and provided at **Annexure-A**, which APUIAML would require during the period from January 01, 2022 to March 31, 2022

### GENERAL TERMS & CONDITIONS FOR SELECTION OF THIRD-PARTY

- Tenure of engagement would of AutoCAD LT would be for a period of one year
- The rates would not be increased during the tenure of engagement and prior intimation to be given, if any
- All job work would be centrally provided through authorized personnel of Admin Department by email or by job slip
- Payment will be done either through Cheque or RTGS against invoice. TDS as applicable shall be deducted at source
- Documents containing company information should be kept in confidential and need to be handed over to the authorized personnel only. If found, may lead to contract termination and legal proceedings
- Department of APUIAML, and Vendor would supply at  
**Andhra Pradesh Urban Infrastructure Asset Management Limited**  
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station  
Vijayawada - 520 013
- APUIAML will make payment through RTGS / NEFT against the Invoice
- Selected Vendor will raise invoice on:  
**Andhra Pradesh Urban Infrastructure Asset Management Limited**  
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station  
Vijayawada - 520 013  
GST No.: 37AAOCA6442P1ZY

Please submit your bid (on or before 3 pm of December 20, 2021) in a sealed envelope at the address given below or by way of mail to [surendra.akiri@apurban.in](mailto:surendra.akiri@apurban.in) with a cc to [harish.nawani@apurban.in](mailto:harish.nawani@apurban.in) and [sankar.modugula@apurban.in](mailto:sankar.modugula@apurban.in):

Mr. Surendra Akiri  
Administration Department  
Andhra Pradesh Urban Infrastructure Asset Management Limited  
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station  
Vijayawada - 520 013

**For any clarification on the, may please be contact to Mr. Surendra Akiri (Tel.No. 0866-2527709)**

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### **-: DISCLAIMER :-**

The final decision to award contract shall at all times reside with APUIAML. APUIAML, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

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- a. suspend and/ or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
- b. consult with any Bidder in order to receive clarification or further information;
- c. Independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder

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## Annexure-A

Quote is invited for the Printing / Binding / Xerox of office documents in the following format:

Description	Rate for (Print/Scan/Xerox)		
	(Rate for B/W per copy) (Rs.)	(Rate for Colour per copy) (Rs.)	Rate for full image Colour per copy) (Rs.)
<b>Paper Size</b>			
A4			
A3			
A2			
A1			
A0			
A4 Board			
<b>Spiral Binding</b>	<b>Rate/ Unit (Rs.) (A4)</b>	<b>Rate/ Unit (Rs.) (A3)</b>	
For below 25-50 Pages			
For Above 50-100 Pages			
For below 100-200 Pages			
For Above 200-300 Pages			
>300 Pages			

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