

**Sub: Request for sealed quotations of “Printing Advertisement in leading News Papers and Magazine for****MA (Economics-Specialisation in Trade & Finance) 2021-23 Programme”****Last date of submission: June15, 2021 by 01:00 PM****Date of Opening: June 15, 2021 at 02:00 PM**

For upcoming MA (Economics-Specialisation in Trade & Finance) 2021-23 Programme of the Institute, you are hereby requested to submit your valid and firm quote for publication of advertisement in newspapers and Magazine listed in **Annexure-1** as per the terms and conditions indicated herein below for the following matter given in **Annexure-3 (for newspaper) and Annexure- 4 (for magazine)** respectively in **Single bid basis**. Sealed quotations should be dropped on or before **June15, 2021**, latest by 01:00PM in the tender box kept at Main Entrance Gate, IIFT, B-21, Qutab Institutional Area, New Delhi- 110016.

**IMPORTANT DATES**

S. No.	Event	Date and Time/ Remarks
1	Last date and time of submission of bids off-line (Technical and Price Bid)	June15, 2021 up to 01:00 PM (IST)
2	Opening of Technical and Price Bids off-line	June 15, 2021, at 02:00 PM (IST)
3	All the communications with respect to the tender shall be addressed to:	Section Officer (General Administration), Room No. 522 (A), IIFT, B-21, Qutab Institutional Area, New Delhi-110016 Tel: 011-39147322 E- Mail ID: soadmin@iift.ac.in

**Technical Criteria****Bidder should submit compliance matrix as follows.****(Part- I)**

S.No	Eligibility Criteria Release of advertisement in print media	Attached Relevant Document	Compliance (Yes/ No)	Deviations if any, Please specify
1	Status of Agency/ Propriety/ Partnership/ Pvt. Ltd. (attach proof in support)			
2	Name of the Director/ Partner/ Proprietor along with his/her contact number and E mail			
3	Registered Branch Office Address with Tel No. & E mail			
4	Valid INS Accreditation Certificate indicating full accreditation by INS			
5	Agency should have full-fledged Registered/ Branch Office at Delhi			
6	Acceptance on Letter head stating to provide services on 24 Hour basis and should publish the advertisement within 24 hours with atleast one month credit facility			
7	Permanent Account Number (PAN)			

8	GST Registration Certificate			
9	Duly signed and stamped of the entire bid document along with its addendum/ corrigendum if any.			

**(Part-II)**

S.No.	Scope of Work	Attached Relevant Document	Compliance (Yes/ No)	Deviations if any, Please specify
1	The services to be provided by the agency shall conform to the requirements and responsibilities under scope of services mentioned in the tender document			
2	The bidder shall arrange the final advertisement sample before the final print			

**(Part-III)**

**Price Bid Format: Please submit the price bid as per Annexure-1  
General instructions to Bidders**

You are requested to kindly go through the detailed terms and conditions mentioned below and overleaf and submit your most competitive bid applicable to educational and research institutes.

1. The document can be directly downloaded from Institute's website [www.iift.edu](http://www.iift.edu). No editing, addition/deletion of matter is permitted. It can also be downloaded from CPP portal free of cost.
2. **Please mention the Ref No. and due date on top of the bid sealed envelope.**
3. The offer must be submitted in a single bid system within the indicated Date and Time.
4. No tender is to be handed over to any of IIFT staff/ any other person.
5. All sealed quotations should be deposited in the tender box kept at Main Entrance Gate, IIFT, B-21, Qutab Institutional Area, New Delhi-110016. The sealed quotations should be addressed to : Section Officer (General Administration), Room No. 522(A), IIFT, B-21, Qutab Institutional Area, New Delhi- 110016.
6. Quotations must be sent sufficiently in advance so that it reaches us on or before the due date and time. Sealed quotations received after the due date and time will not be considered for evaluation.
7. All communications related to this tender should be addressed to Section Officer (General Administration), Room No. 522 A, IIFT, B-21, Qutab Institutional Area, New Delhi - 110016.
8. All columns of this bid should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the bid form.
9. Agency must ensure that the matter of advertisement given is correctly reproduced in the advertisement appearing in the newspaper.
10. In case of any error in advertisement publication as compared to the advertisement text given by us, the agency shall arrange for publication of corrigendum at their own cost.
11. Once the agency has quoted and accepted the offer, withdrawal or denial at any stage is not accepted under any circumstances.
12. No excuse as wrong quote is acceptable for consideration after awarding of the work. Therefore, due care should be taken while preparing the quotation.
13. **As per the Ministry of Finance, Department of Expenditure an amendment to GFR Rule 170 vide Office Memorandum No. F.9/4/2020-PPD dated 12/11/2020, the bidders are**

requested to submit a Declaration instead of Bid Security. The declaration format is at Annexure -2.

**Conditions for Techno-Commercial bids**

1. Discount, if possible, may please be offered.
2. Price bid form at Annexure-1 should be used for bid submission.
3. Competent authority shall decide on the final quantity required.
4. The competent authority reserves the right to accept/ reject/ cancel any or all enquiries or quotations at any stage without assigning any reason thereof.
5. Payment 100% will be released through RTGS transfer after completion of the activity and submission of invoice with regard to specifications ordered. The payment will be released after statutory deductions.
6. The time frame of ordered service should be strictly adhered failing which, the service order is liable to be cancelled.
7. Please note clearly that faxed, mailed and tempered quotations are liable to be rejected.
8. Proficiency in translation and proof-reading facilities in major Indian languages shall be preferred.
9. Any disputes arising out of this tender will be under the jurisdiction of court of Delhi only.
10. **Penalty Clause:** If any of the stages specified, either not completed or not completed satisfactorily as per the approved time schedule, forming part of the contract agreement due to reasons solely and entirely attributable to the bidder and not in any way attributable to the delay on the part of, a penalty @ 10% if the bid value of the delayed stage o the item, per day (subjected to maximum 10%) may be imposed and accordingly the time for the next stage be reduced by IIFT, to account for the delay.

Place:  
bidder:  
Date:

Signature with stamp of the  
Name, Address of the bidder:  
Cell/ Tel No.:

**ANNEXURE-1**

**PRICE SUBMISISON FORM**

RFQ No.: IIFT/ ADVT/ 2021-2023 (M.A. Economics)

Name \_\_\_\_\_ of \_\_\_\_\_ the \_\_\_\_\_ Agency  
M/s.....

**For Newspapers/Magazine:**

Particulars	News Papers		Magazine
	Times of India + Economic Times B/W (Delhi/NCR) Size 12 x 11 sq cm	Anand BazarPatrika (Weekday) Size 12 x 11 sq cm	Economics & Political Weekly (B/W) Size 24.3 x 18 sq cm
Rate			
GST Amount			
Total Price			

*\*Any offer (free of cost), may please be provided.*

**PRICE QUOTED YOUR PRICE ONLY IN THE FORMAT PROVIDED ABOVE.**

Place:

Date:

Signature with stamp of the bidder:

Name, Address of the bidder:

Tel/ Cell No:

**Declaration of Bid Security**

I \_\_\_\_\_ Son/ Daughter/ Wife of \_\_\_\_\_ on behalf of the \_\_\_\_\_ (Name of the Company) do hereby declare that if we withdraw or modify our bids for the EOI during the period of validity, or if we are awarded the contract and we fail to sign the contract, or to submit a Performance Security before the deadline defined in EOI, we will be suspended for a period of 01 year from being eligible to submit EOI/ Proposal for contracts with IIFT.

Name:

Company:

Signature:

**Annexure -3 (for newspaper)**

Size: 12 cm (W) x11cm (H)

 <p>(Category: 1, Deemed to be University) (Established under Section 3 of the UGC Act, 1956 vide Notification No. F. 9-31/2001-U. 3 of the Government of India)</p>	<p><b>भारतीयविदेशव्यापारसंस्थान</b> <b>INDIAN INSTITUTE OF FOREIGN TRADE</b> (Department of Commerce, Govt. of India) Accredited "A Grade" by NAAC</p>						
<p><b>Announces admission to MA (Economics-Specialization in Trade and Finance) 2021-23 Programme at New Delhi and Kolkata Campus.</b></p>							
<p><b>ELIGIBILITY:</b> • Minimum qualification for admission to the programme is Bachelor's degree in Any discipline with: (a) atleast 50% marks in aggregate [45% in case of Scheduled Caste (SC), Scheduled Tribe (ST) and Person with Disability (PWD) categories] and (b) Mathematics at the higher secondary or higher level</p> <ul style="list-style-type: none"><li>• Candidates who are in final year of exam are eligible to apply.</li><li>• No age limit.</li></ul>							
<p><b>MODE OF ADMISSION:</b> On the basis of AI Proctoring Based online Entrance Exam</p>							
<p><b>RESERVATIONS:</b> Seats are reserved as per Government of India rules.</p>							
<p><b>For Foreign Nationals &amp; NRI :</b> Seats are reserved for Foreign Nationals and NRIs and the admission is considered on the basis of CGPA obtained in Graduation. A selection Committee will scrutinize the applications and prepare a merit list.</p>							
<p><b>HOW TO APPLY:</b> Please see the details under the icon "ADMISSIONS 2021" on the home page of IIFT at <a href="http://www.iift.edu">www.iift.edu</a></p>							
<p style="text-align: center;"><b>IMPORTANT DATES</b></p> <table border="1"><tr><td>Last Date to apply online</td><td>:</td><td>9<sup>th</sup> July 2021</td></tr><tr><td>Date of Entrance exam</td><td>:</td><td>1<sup>st</sup> August 2021</td></tr></table>		Last Date to apply online	:	9 <sup>th</sup> July 2021	Date of Entrance exam	:	1 <sup>st</sup> August 2021
Last Date to apply online	:	9 <sup>th</sup> July 2021					
Date of Entrance exam	:	1 <sup>st</sup> August 2021					
<p style="text-align: center;"><b>For any query, contact: ShriBhuwan Chandra, Dy.Registrar(Academics)</b> INDIAN INSTITUTE OF FOREIGN TRADE, B-21, Qutab Institutional Area, New Delhi-110016 Tel.: 011-39147213(D), 39147200-05, E-mail: <a href="mailto:admission@iift.edu">admission@iift.edu</a></p>							

Annexure -4 (Magazine)



**भारतीय विदेश व्यापार संस्थान**  
**INDIAN INSTITUTE OF FOREIGN TRADE**  
 (Department of Commerce, Govt. of India)  
**Accredited "A Grade" by NAAC**

(Category-1 Deemed to be University)  
 (Established under Section 3 of the UGC Act, 1956 vide Notification No. F.9 - 31/2001-U.3 of the Government of India)

**Announces Admission to**

MA

(Economics - Specialization in Trade and Finance)

2021-23 Programme

at  
New Delhi & Kolkata

Indian Institute of Foreign Trade (IIFT) provided world class education and training in international trade and business beside being a premier Centre of Research. The Institute, a Deemed to be University set up by the Department of Commerce, Government of India, invites applications to its MA (Economics- Specialization in Trade and Finance) 2021-2023 Programme at New Delhi and Kolkata Campus.

**OBJECTIVE OF THE PROGRAMME**

- To prepare students to become excellent trade policy-makers and key strategist on trade issues in the corporate sector, involved directly or indirectly in international trade and financial transaction.
- To equip students with a set of tools, with would help them to solve real world problems.
- To prepare students to be full - time academicians, with specialized knowledge in international economics and finance.

**ELIGIBILITY**

Minimum qualification for admission to the programme is Bachelor's Degree in any discipline with; (a) at least 50% marks in aggregate (45% in case of Scheduled Caste (SC), Scheduled Tribe (ST) and Person with Disability (PWD) categories) and (b) Mathematics at the higher secondary or higher level.

**MODE OF ADMISSION**

On the basis of AI Proctoring Based online Entrance Exam

**RESERVATIONS**

Seats are reserved as per Government of India rules. The reservations are subject to candidates meeting the admission requirements of the Institute under different categories.

**For Foreign Nationals and NRIs**

Seats are reserved for foreign nationals and NRIs and the admission is considered on the basis of CGPA obtained in Graduation. Minimum qualification for Foreign Students / NRIs is a CGPA of 4 in a 5-point scale or 8 in a 10-point scale (or, equivalent) with a major in Economics in their undergraduate degree (equivalent to BA/B.Sc. in India). A selection Committee would scrutinize the applications and prepare a merit list.

**HOW TO APPLY**

Candidates can submit application online by visiting IIFT's website at [www.iift.edu](http://www.iift.edu) and clicking at "ADMISSIONS 2020" icon available on the homepage wherein detailed guidelines are available.

**APPLICATION FEE**

For General/OBC Candidate	-	Rs. 1600/-
For SC/ST/PWD Candidate	-	Rs. 800/-
For Foreign Nationals and NRIs	-	US \$ 80/ Rs.4500/-

**IMPORTANT DATES**

Last Date to apply online : 09<sup>th</sup> July 2021

Date of Entrance Exam : 01<sup>st</sup> August 2021

For any query, contact: Shri Bhuwan Chandra, Dy. Registrar(Academics)  
 INDIAN INSTITUTE OF FOREIGN TRADE, B-21, Qutab Institutional Area, New Delhi-110016 Tel.: 011-39147213(D), 39147200-05, E-mail: [admission@iift.edu](mailto:admission@iift.edu)



