



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA
16 MILE SHIMLA-MANDI NATIONAL HIGHWAY
GHANDAL DISTRICT SHIMLA, HIMACHAL PRADESH-171014
Ph. 0177-2779802, 0177-2779803, Fax-0177-2779802
Website: <https://hpnlu.ac.in>

No.HPNLU-B(50)-112(Tender)/2019- 1271

Dated :24.11.2025

NOTICE INVITING TENDER

This limited tender notice invites, for supply of the following items as mentioned below for Himachal Pradesh National Law University, 16 Mile, Shimla-Mandi National Highway, Ghandal, Distt-Shimla-171014(HP). The quotations shall be received at the office of the Registrar, HPNLU, Shimla (HP) during office hours up to 5.P.M. on or before 14th December,2025.

Sr No.	Items Description	Quantity Required
1.	Mid Term Examination Answer Sheet (01+07 sheets) Annexure-1) Page Quality-100GSM	25000.
	End-Term Examination Answer Sheet (01+19 Sheets) (Annexure-II) Page Quality-100GSM	25000

Tender fee and Earnest money Deposit (EMD):-

1. The tender fee of ₹590/- (including GST) shall be deposited in the form of a Demand Draft drawn in favour of 'The Registrar, Himachal Pradesh National Law University', payable at Shimla.
2. The bidder shall have to furnish Rs 10,000/- as earnest money deposit (EMD) which should be submitted in the form of bank draft/FDR in the name of Registrar, Himachal Pradesh National Law University. However, the exemption in depositing EMD is applicable for MSME-registered firms. The earnest money of the unsuccessful tenderer shall be returned within a reasonable time. No interest will be payable on the amount of the EMD. The EMD of the successful tenderer shall be returned after he furnishes the requisite Performance Security.
3. **Performance Bank Guarantee:** The bidder shall submit a Performance Bank Guarantee amounting to **10% of the total contract value** within **15 days** from the date of issuance of the work award. The Performance Bank Guarantee shall remain valid up to **two months beyond the completion of the Contract** with the successful bidder. The Performance Bank Guarantee shall be submitted in the form of an **FDR/Bank Guarantee issued by a Nationalized Bank**.

Details of Works/Printing of answer sheets.

4. The bidders will have to print and supply above answer sheets by coding serial numbers to be printed on the pages of the answer books .The Office will offer the requirement for the printing and supply of the aforesaid jobs to the firm from time to time.
5. The supply shall be made in packets/boxes containing 500/1000 Nos answer-sheets in each box/packet super-scribed with the serial number of answer sheets contained in the box/packet. **Please Note:-There should be no variation or any kind of error for putting the answer-books in the boxes and serial numbers Super-scribed on the packets/boxes such as** (a) If serial numbers are different (b) If perforation is not proper & track is not readable.
6. If any such discrepancy is found, the same would be treated as serious error and penalty of 0.5% and the maximum deduction is 10% of the contract value price as per the supply order will be imposed which would be deducted either from the bill of payment. So the firm will have to take the utmost care during the packing of answer-books in the boxes. The packed box of the answer-books must be in moisture proof packing.
7. The delivery of the above answer sheets shall be made in the office of the COE, Himachal Pradesh National Law University, Shimla as per Supply Order.
8. If firm will fail to supply the answer-books within the specified period to COE.. HPNLU ,Shimla ,the penalty of Rs, 1000/- per day on the total amount of the supply order and maximum 25% of the total Contract Value will be imposed for the delayed period.

Maintaining of Secrecy:

9. The matter of answer sheet is of very confidential nature as these are used for the purposes of examination. Hence, the firm will have to maintain the secrecy in all respects. The firm will have to print and supply only quantity of answer-books as determined by the office. To this effect, the firm will also submit the certificate to

the office stating therein that as per the quantity fixed by the office, the quantity of answer-sheets has been printed and supplied accordingly. There should be no misuse of any answer-books in any place or institution.

10. If such lapses will come in to the notice of the office of Controller of Examination, the contract of printing and supplying of answer-sheets awarded to the firm will be cancelled and the firm will be blacklisted. Besides this, the amounts of all bills submitted shall also be forfeited. The firm which will be selected for this job, will have to complete this sensitive work itself by maintaining the entire secrecy and will not assign/transfer to any other firm.

Terms and Conditions:

11. The rates should be quoted as shown against the items and should be inclusive of GST/taxes/transportation or other charges, applicable at any point of time.
12. The sealed envelope should bear the following subheading on the top: **Tender with reference to Notice Inviting Tender No. No. HPNLU-B(50)-112(Tender)/2019-Dated 24.11.2025 should be addressed to the Registrar, Himachal Pradesh National Law University, Ghandal, 16 Mile, Shimla-Manali National Highway, Shimla-171014(HP).**
13. The undersigned/COE reserves the right to accept or reject any quotation without assigning any reason thereof.
14. Each Firm must have **GST Registrations, PAN Card**. A copy of the same must be submitted along with the Quotation/Tender.
15. Any indulging in malpractices or adopting unfair means will be debarred from working with the University.

Sd/-
Registrar,
HPNLU, Shimla.

Enclosures:

1. Mid Term Examination Answer Sheet.
2. End Term Examination Answer Sheet.
3. New Logo.

HPNLU

Sl. No. 1929489

**HIMACHAL PRADESH NATIONAL LAW UNIVERSITY,
SHIMLA**

[Established by Himachal Pradesh Act, 16 of 2016]

EXAMINATION: _____

NAME OF STUDENT _____

ROLL NO. (IN FIGURES) _____

(IN WORDS) _____

SEMESTER: _____

SUBJECT: _____

PAPER CODE: _____

DATE: _____

ANSWER SHEET FOR B.A/B.B.A. LL.B.(HONS.) FYIC
AND LL.M. ONE YEAR PROGRAMME

END-TERM EXAMINATIONS

PLEASE READ THE INSTRUCTIONS CAREFULLY

1. The Answer Sheet contains 36 pages (Please check before using). No part of this Answer Sheet is to be torn out. No supplementary answer sheet shall be provided.
2. Every candidate should write his/her Roll Number on the top of Question paper and should not write anything else on his/her Question Paper.
3. Disclosing identity in any form on the Answer Sheet shall be treated as 'Unfair Means' and shall be dealt with as per relevant Rules of the University.
4. Every candidate should ensure that he/she has received the correct Question Paper.
5. Give Question No. and its part before attempting the answers. Use the same number for the answer as is given in the Question Paper.
6. The whole work including the rough work is to be written in the Answer Sheet. Rough works, preferably done towards end of the answer sheet, is to be scored out.
7. No student shall use other than blue/black pen in the Examination and shall also not be allowed to borrow pen, pencil, eraser, scales, calculators etc. from other students.
8. No student shall be allowed to carry Bag, Mobile-Phone, Pager, Laptop and any other electronic gadgets etc. inside the Examination Hall.
9. Candidates found copying/exchanging answer sheets/using any unfair means/found in possession of any kind of unauthorized paper or note-book in the Examination Hall shall be dealt in accordance with relevant Rules of the University.
10. No student shall be allowed to enter the Examination Hall after 30 minutes of scheduled time.
11. No student shall be allowed to leave Examination Hall before half-time, and during last 30 minutes of the Examination.
12. Score out the blank/un-used pages in the Answer sheet.
13. Candidates must stop writing when instructed to do so by the officer or invigilator of the University after the expiry of the permitted time and give their Answer Sheets to the invigilator in their room. No student should leave Answer Sheet on the table.
14. Any disturbance by a candidate/non-compliance of the instructions given by the Centre Supdt./Deputy Supdt. Or Invigilator shall be taken as misconduct and shall be dealt with as per University Rules/Regulations.
15. Show your admit card to the Invigilator for verification.

Signature of Invigilator

Statement of Marks Awarded

QUESTION NO.	Section - A						Section - B							TOTAL MARKS	
	1						2	3	4	5	6	7.		IN FIGURES	IN WORDS
	a	b	c	d	e	f									
MARKS SECURED															

Full Name of the Examiner _____

Signature of the Examiner _____

Signature of the Checking Assistant _____

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**HIMACHAL PRADESH NATIONAL LAW UNIVERSITY,
SHIMLA**
[Established by Himachal Pradesh Act, 16 of 2016]



ANSWER SHEET FOR B.A.B.B.A. LL.B.(HONS.) FYIC
AND LL.M. ONE YEAR PROGRAMME

MID-TERM EXAMINATIONS

Sl. No. 1925834

EXAMINATION: _____
NAME OF STUDENT _____

ROLL NO. (IN FIGURES) _____
(IN WORDS) _____

SEMESTER _____
SUBJECT: _____

PAPER CODE: _____

DATE: _____

PLEASE READ THE INSTRUCTIONS CAREFULLY

1. The Answer Sheet contains 20 pages (Please check before using). No part of this Answer Sheet is to be torn out. No supplementary answer sheet shall be provided.
2. Every candidate should write his/her Roll Number on the top of Question paper and should not write anything else on his/her Question Paper.
3. Disclosing identity in any form on the Answer Sheet shall be treated as 'Unfair Means' and shall be dealt with as per relevant Rules of the University.
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5. Give Question No. and its part before attempting the answers. Use the same number for the answer as is given in the Question Paper.
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Statement of Marks Awarded

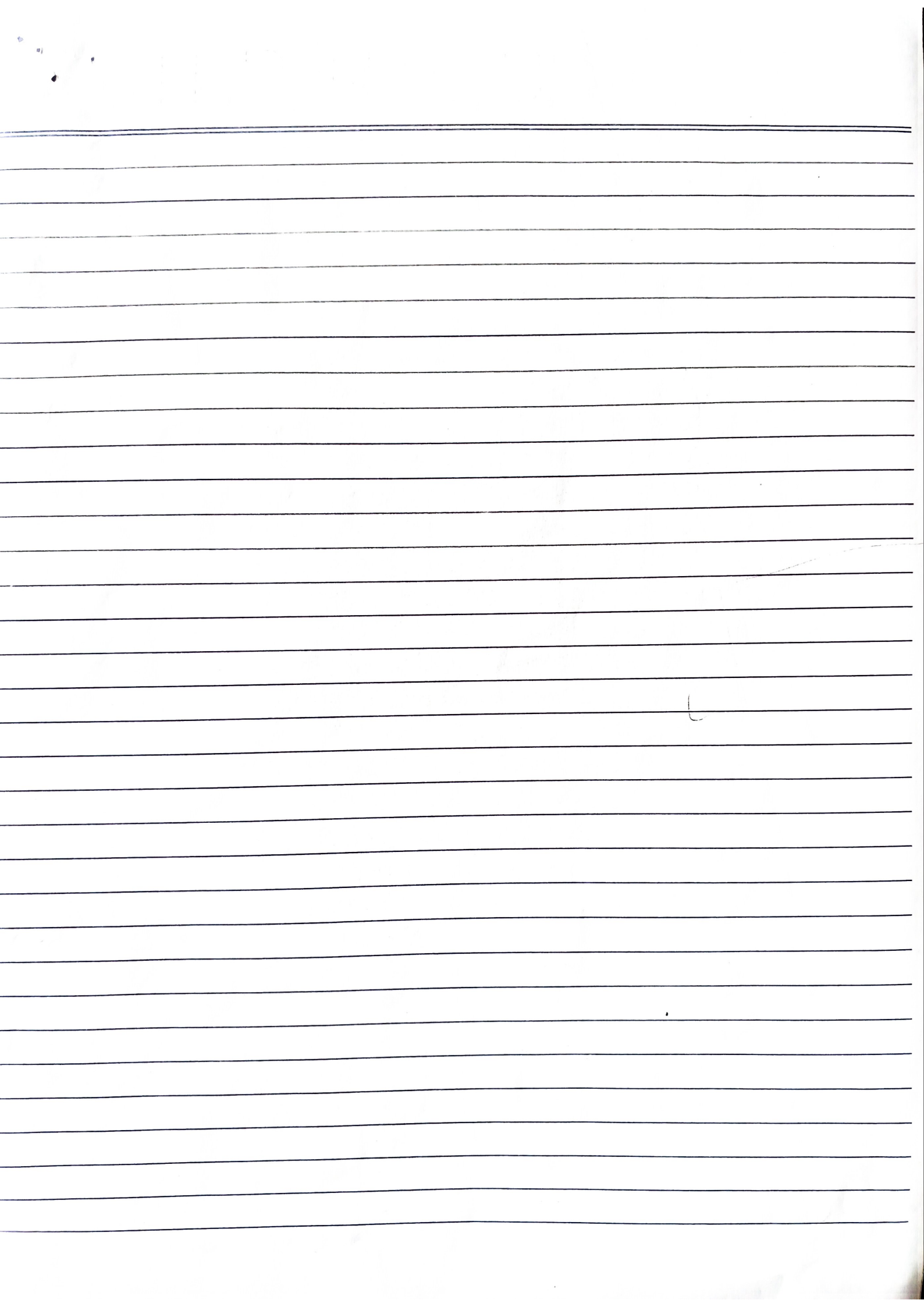
Section - A							Section - B					TOTAL MARKS		
QUESTION NO.	1						2	3	4	5	6	7.	IN FIGURES	IN WORDS
	a	b	c	d	e	f								
MARKS SECURED														

Full Name of the Examiner _____

Signature of the Examiner _____

Signature of the Checking Assistant _____

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NEW LOGO TO BE PRINTED IN ANSWER SHEETS

