

Training & Development Complex, CSIR Campus, CSIR Road Taramani, Chennai - 600 113.

OFFER No.: 01-15/GP/2015 – AcSIR

Dated 04.09.2015

**NOTICE INVITING OFFER**  
**For**  
**SUPPLY OF SECURITY PAPER WITH BUILT– IN SECURITY FEATURES,**  
**TO BE USED FOR DEGREE CERTIFICATES, GRADE SHEETS**

Academy of Scientific and Innovative Research  
(Set up by an Act of Parliament, An Institute of National Importance)  
Training & Development Complex, CSIR Campus, CSIR Road Taramani, Chennai - 600 113.

**NOTICE INVITING OFFERS FOR ‘SUPPLY OF SECURITY PAPER WITH BUILT-IN FEATURES’**

The Academy of Scientific and Innovative Research (AcSIR), invites offers for supply of ‘Security paper with built in features’ matching the specifications for its office at Chennai from reputed and financially sound firms, those are in the business for the last five years and capable of supplying the items.

**Last date of submission of offers shall be 23.09.2015 at 3:00 PM**

The interested parties can submit their offers in a sealed cover super scribed “Offer for supply of Security Paper with built-in features” addressed to

The Director,  
Academy of Scientific and Innovative Research (AcSIR),  
Training & Development Complex, CSIR Campus, CSIR Road,  
Taramani, Chennai - 600 113

before 3.00 P.M on 25.09.2015

**Date and time of opening of Technical bid: 25.09.2015 at 11.00 A.M.**

AcSIR reserves the right to accept or reject any offer or part thereof or all the offers without assigning any reason thereof.

For and on behalf of Director



SUDARSAN M

Accounts Officer, AcSIR

OFFER No.: 01-15/GP/2015 – AcSIR

Dated: - 04.09.2015

To

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.....  
.....

**SUBJECT: OFFER FOR SUPPLY OF SECURITY PAPER WITH BUILT-IN FEATURES**

I am directed to invite you to submit your offers quoting your competitive rates for supply of security paper with built in features conforming to specifications as per list attached.

1. Contracts concluded on the basis of offer shall be governed by the terms and conditions set out in the notice of offer.
2. Offers received through e-mail or Fax shall not be accepted under any circumstances. Offers submitted in the prescribed format given in the Offer notice shall only be considered. Offers submitted without accompanying the EMD shall be rejected summarily. Offer Document can be downloaded from the AcSIR website offer <http://acsir.res.in> and cost of offer document Rs. 500/- is to be paid by means of pay Order/Demand Draft in favour of Accounts Officer, AcSIR, Chennai.
3. The AcSIR reserves the right to accept or reject any or all offers without assigning any reasons thereof.

Yours faithfully,

For and on behalf of Director



SUDARSAN M  
Accounts Officer, AcSIR

OFFER No.: 01-15/GP/2015 – AcSIR

## **SPECIFICATIONS**

### **PART – I TECHNICAL**

- i) The material shall be tear resistant, water resistant, chemical resistant and made up of silica filled poly-olefin. The silica filled poly-olefin material should be un-coated mono layer, micro porous in nature and must be able to print using a laser printer in dry condition without smearing.
- ii) The dimensions of the material shall be 210 mm (width) x 297 mm (length), that is, A4 size.
- iii) Each grade sheet shall be about 170 gsm weight and thickness of 10 mil ( $1 \text{ mil} = 0.001 \text{ in} = 25.4 \mu\text{m}$ )
- iv) Each certificate sheet shall be about 250 gsm weight.
- v) The sheets as per (iii) and (iv) above will be multi-coloured with special security printing features as per Table – A.
- vi) The material shall have tensile strength of above 65 lbs/in
- vii) The opacity of paper above 90 per cent and with excellent tear, water, chemical, scratch and strain resistant having sufficient tear resistant in both transverse and machine directions or certificate.
- viii) The sheets will be printed as per the enclosed templates for grade sheet and certificates complying with the specifications listed in i) to vii) above as applicable.

### **Table - A**

The following security features have to be built-in in the security paper:

- 1. Micro line
- 2. High Resolution Border
- 3. Prismatic Printing
- 4. Penetrating Numbering
- 5. Gold foil “AcSIR” emblem in color (as supplied)
- 6. Special background security designs
- 7. Water mark AcSIR emblem
- 8. Guilloch Pattern
- 9. Silver foil for common seal
- 10. Red neon UV invisible ink printing (AcSIR name)
- 11. Void hidden mark printing
- 12. Scanned security name
- 13. “COPY” hidden mark printing
- 14. green neon UV invisible ink printing (AcSIR emblem)
- 15. “VOID” hidden pentograph
- 16. 2D QR code for website url
- 17. MICR serial number

OFFER No.: 01-15/GP/2015 – AcSIR

**PART-II**

Quote for following quantities:

Sr. No.	Type/Quantity	1000 nos.	5000 nos.	10000 nos.
1	Grade Sheets (A4 Portrait)			
2	Certificates (A4 Landscape)			

- Enclose technical data sheet of the security paper/material being proposed to be used
- Enclose two samples each of grade sheet and certificate using template data on the proposed security paper for evaluation

This is two part bid comprising the technical bid as the first part and commercial bid as the second. Vendors may please send the (two bid) responses in sealed covers to: Accounts Officer, Academy of Scientific & Innovative Research (AcSIR), Training & Development Complex, CSIR Campus, CSIR Road, Taramani, Chennai-600113.

**NOTES :**

- The rates of above items shall be submitted on the above given format.
- Prices/Rates against all items should be quoted excluding Taxes. Taxes if any shall be indicated separately.
- Offerers should furnish samples of the item along with rates as asked for. Samples submitted after offer opening time shall not be accepted.
- Selected Firm/Agency should deliver the items at site at free of cost.
- In two bid system, technical bid shall be opened first. Then commercial bids of the technically qualified bids shall be opened. AcSIR will not be bound to accept the lowest quotation and contract can be placed on any other supplier whose samples/items are found superior or as per the requirements of AcSIR. The decision of the AcSIR shall be final in this regard.

SIGNATURES OF OFFERING FIRM WITH SEAL

NAME OF THE AUTHORIZED SIGNATORY:  
(IN BLOCK LETTERS)

CAPACITY/POSITION IN COMPANY:  
IN WHICH OFFER IS SIGNED

COMPLETE POSTAL ADDRESS OF COMPANY:

PIN CODE:

TELEPHONE Nos. : LANDLINE

MOBILE

FAX NO.

OFFER No.: 01-15/GP/2015 – AcSIR

### **IMPORTANT INFORMATION**

- 1. PURCHASER:** AcSIR
- 2. CONSIGNEE:** The Director, Academy of Scientific and Innovative Research (AcSIR), Training and Development Complex, CSIR Campus, CSIR Road, Taramani, Chennai – 600 113.
- 3. PERIOD OF CONTRACT:** Three months from the date of conclusion of Contract. Contract period may be extended for further one month depending upon requirements with mutual agreement.
- 4. FIRM & FIXED RATES:** Prices should be quoted on a firm & fixed price basis. Request for enhancement of contracted rates shall not be considered under any circumstances. Offers with variable prices or seeking provision for enhancement of prices/contracted rates shall be rejected straight away without any consideration.
- 5. NON TRANSFERABILITY:** This offer is non-transferable.
- 6. TERMS & CONDITIONS:** Terms & Conditions as set out in this Offer Document shall have to be complied with by the Offering firm. Offers not complying with such terms & conditions shall be ignored/rejected at the discretion of this Authority.
- 7. EARNEST MONEY:** An amount of Rupees Rs. 10,000/- only has to be submitted by way of Demand Draft in favour of Accounts Officer, AcSIR payable at Chennai, along with the original copy of the offer submitted by the firm. Payment by any other mode shall not be acceptable. Photocopy of the Demand Draft, should be attached along with the Duplicate copy of the offer document. Offers received without EMD shall be rejected straightaway and will not be considered under any circumstances. EMD of offering firms who submit the sealed quotations but withdraw the same before expiry of the offer validity date may be forfeited at the discretion of AcSIR. EMD is refundable without any interest to the firm or supplier on expiry/termination of empanelment and the EMD of the unsuccessful bidder will be returned within one month from the date of selection of final bidder.

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

**8. PRESCRIBED FORMS:**

Offers of firms received in the format prescribed in this offer document shall only be considered. Offers not received in prescribed format shall be ignored and no correspondence in this regard will be entertained. Telegraphic/Telex/Fax/ Email/ Letterhead/Quotations will not be accepted and ignored straightaway.

**9. OFFER FEE:**

Offering firms are required to furnish a non –refundable offer fee of Rs. 500/-(Rupees five hundred only) by pay order /demand draft, in favour of Accounts Officer, AcSIR payable at Chennai along with the Offer. Offer Document can also be downloaded from AcSIR website <http://acsir.res.in> Firms using offer document downloaded from AcSIR website will have to submit DD of Rs. 500/-(Non–refundable) in favour of Accounts Officer, AcSIR at Chennai.

**10. LATE/DELAYED OFFERS:**

Offers received after closing date and time prescribed in this enquiry shall NOT be accepted under any circumstances.

**11. AcSIR's RIGHTS:**

AcSIR reserves the right to reject any offer/all offers in full or part thereof without assigning any reason.

**12. LEGAL CONTRACT:**

If the estimated value of the offer is more than 10 Lakhs, the supplier shall execute a legal contract agreement along with undertaking in duplicate on stamp paper worth Rs. 50.00 or stamp paper of appropriate value (charges to be borne by the supplier), immediately after the receipt of the award letter but not later than by 15 days of the date of issuance of award letter. The subsequent matter will be got typed on judicial papers of appropriate Court fee Stamps worth Rs. 1/-affixed on each page. A copy of award letter duly stamped (Court) and signed on each page is also to be attached with this contract agreement. Each page of this contract agreement should be duly stamped & signed by the authorized signatory of the firm. A copy of power of attorney in respect of the authorized signatory, that he is authorized to sign the contract on behalf of the firm, is also to be attached with the contract agreement. All disputes are subject to the exclusive jurisdiction of competent Courts and Forums in Chennai only. Contract agreement is to be signed at AcSIR, Chennai. Contract agreement by post shall not be entertained.

Security deposit of 5% of the order value is to be deposited by the successful bidder within 15 days from the receipt of PO, which will be returned on successful completion of supply to the satisfaction of AcSIR.

Performance Guarantee to the tune of 10% of the order to be submitted and the same will be retained till the completion of the warranty period. The supplier is given option to submit Bank Guarantee for the above sum valid beyond three months of the warranty period.

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

## GENERAL INSTRUCTIONS

1. The Contracts concluded as a result of this Offer shall be governed by the 'Terms & Conditions' and other relevant instructions as contained in this Offer Document.
2. The prices/rates quoted should be indicated in words as well as in figures.
3. Offerers are requested to quote their prices on a firm & fixed basis only for the entire period of the Contract. Offers of the firms received with prices quoted on variable basis shall be rejected straightaway.
4. Offers should be submitted in duplicate. Duplicate copy of the Offer set should contain the same sets of documents as enclosed with the original offer.
5. Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly.
6. Offerers are requested to enclose a copy of their valid certificate of PAN No., TAN No, Service Tax No. with their offer.
7. Offers received without Offer Fee Coupon, EMD amount by way of DD or Pay Order/Banker's Cheque in the name of Accounts Officer, AcSIR, Chennai will not be considered at all.
8. Offerers may note that if the date of offer opening given in this Offer Document is declared to be a gazetted holiday, the Offer shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of offers in AcSIR will stand automatically extended up to 1500 hours of the next working day in the Government offices.
9. Late/delayed Offers received in AcSIR due to any reason whatsoever will not be accepted under any circumstances.
10. Offering firms are at liberty to be present or authorize a representative to be present at the opening of the tender at the time and date as specified in the Schedule. The name and address of the representative authorized to attend the opening of the offer on behalf of a offering firm should be indicated in the offer. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of offer. The name and address of permanent representative of the firm, if any, should also be indicated in the offer. Representatives of firms who have not submitted the offer or representatives not possessing authority letter from the offerers or outsiders shall not be allowed to attend the offer opening process.

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

11. The offers should be submitted in double cover. The First cover namely the technical bid, should contain DD/ Banker's cheque, Offer Fee Coupon/DD, Registration Certificate copy from DGS &D or trade license or any other, any other State Govt., copies of Supply Orders and successful execution of the Contract for past performance, Copy of PAN No., Audited Balance Sheets, or Income Tax return, Sale Tax registration or copy of Constitution of firm/company, (Samples, technical data sheet should duly indicating deviations, if any, be enclosed separately). The Second cover namely the commercial bid, should contain the prescribed offer form duly filled in and signed along with the quoted prices. Both the covers, the 1st and the 2nd cover should be put in a bigger cover and this outer cover should be wax sealed. Both the covers shall be opened simultaneously on the original offer opening date itself. Sample(s) wherever required as per offer may be deposited separately on or before the offer opening date.

Samples should be enclosed only along with the technical bid. Only price bids of the technically qualified shortlisted bidders alone shall be opened.

The date of price bid opening shall be informed to the supplier and also displayed on our website.

**The sealed offer envelope should be super scribed as under:**

**"OFFER NO. No. 01-15/GP/2015-AcSIR**

**"OFFER FOR SUPPLY OF SECURITY PAPER WITH BUILT-IN FEATURES"**

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

## **TERMS AND CONDITIONS**

1. The Contracts shall be valid for the period of one year from the date of awarding the Contracts. The Contract awarded as a result of this Offer will be in the nature of a Standing offer. Actual Supply Order may be placed from time to time against the contracts concluded on the basis contract(s). No guarantee can be given as to the minimum or actual services usage.
2. EMD will be returned to the unsuccessful bidders within 30 days after award of the Rate Contract to successful bidders.
3. AcSIR reserves the right to conclude parallel Contracts with a number of suppliers and place Orders on any of such firm that may be the most economical to it or suitable to its requirements.
4. In the event of any disputes arising out of the execution of Contracts/Supply Orders, the matter will be referred to Associate Director (Admin. & Finance), AcSIR and his decision shall be binding on both the parties.
5. For judicial adjudication, the disputes, if any, arising out of the Contract/Service Orders against the Contract will be subject to the jurisdiction of the Courts in Chennai only.
6. Intending Offerers will have to furnish a copy of their PAN No., TIN No. and Sale Tax Registration Number (proof to be attached).
7. Authorized Signatory/ Signing of Offer:  
Individual signing the offer or other documents connected with contract must specify the capacity in which the offer documents are signed as:
  - a.) a 'sole proprietor' of the concern or constituted attorney of such sole proprietor;
  - b.) a partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.

**Signatures of the bidder**

### **NOTES:**

- i.) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partner admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

OFFER No.: 01-15/GP/2015 – AcSIR

ii.) In case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the offer and all other related documents must be signed by all partners of the firm.

iii.) A person signing the offer form or any documents forming part of the offer on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the persons so signing had no authority to do so, AcSIR may, without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

8. The Offerers should sign at each page of the offer and all its Annexure. NO PAGE SHOULD BE REMOVED /DETACHED FROM THE OFFER DOCUMENT.

9. The Offering firms will have to give a declaration to the effect that they have not been Black listed or their business dealings with the Government bodies have not been banned.

10.1 The prices charged for the stores supplied under the Contract by the supplier shall in no event exceed the lowest price at which the Contractor sells the Stores or offer to sell stores of identical description to any person(s)/organization (s) including the AcSIR or any Corporation of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Supply Orders is completed. If at any time during the said period, the Contractor reduces the Sale price, sells or offers to sell such stores to any person(s)/organization (s) including the Purchaser or any Statutory Undertaking of the State Government, as the case may be, at a price lower than the price chargeable under this Contract, he shall forthwith notify such reduction or Sale or offer of Sale to the AcSIR and the price payable under the Contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale stand correspondingly reduced.

10.2 The supplier shall furnish the following certificate to the Paying Authority along with each bill for payment for supplies made against the Contract. "I/We certify that there has been no reduction in sale price of the Stores of Description identical to the Stores supplied to AcSIR under the contract herein and such Stores have not been offered/sold by me/us to any person(s)/organization (s) as the case may be up to the date of the bill/the date of completion of supplies against this contract at a price lower than the price charged to AcSIR."

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

- 11. Indenting Authority:** AcSIR
- 12. Consignee:** The Director, AcSIR, Training & Development Complex, CSIR Campus, CSIR Road, Taramani, Chennai 600113.
- 13. Terms of Delivery:** The Director, AcSIR, Training & Development Complex, CSIR Campus, CSIR Road, Taramani, Chennai 600113.
- 14. Delivery Period:** Within 3months of the placement of confirmed supply order on the firm or as stipulated in the Supply Order.
- 15. Payment Terms:** 100% payment shall be released within 15 days on satisfactory receipt of the goods/articles ordered. Advance payment will not be made under any circumstances.
- 16. Dispatch Instructions:** Security paper with built-in features as specified are required to be delivered at the AcSIR, Training & Development Complex, CSIR Campus, CSIR Road, Taramani, Chennai – 600113 on free delivery without any extra charges to the consignee's premises.
17. Purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire stationery materials contracted for, arrive in good condition at the destination.

**18. GUARANTEE/ WARRANTY:**

The supplier shall guarantee that the stores, articles sold/supplied to the purchaser under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/ mentioned in the Offer. The supplier shall guarantee that the said goods/stores articles would continue to conform to the description and quality aforesaid for a period of twelve months, if during the aforesaid period of 12 months the said stores/goods/ articles be discovered not to conform to the description and quality aforesaid or not giving satisfactory performance or have deteriorated, the decision of the purchaser in that behalf shall be final and binding on the supplier and the purchaser shall be entitled to call upon the supplier to rectify the goods/stores/articles or such portion thereof as is found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on/an application made thereof by the supplier and in such an event, the abovementioned warranty period shall apply to the goods/stores/ articles rectified from the date of rectification thereof. In case of failure of the supplier to rectify or replace the goods etc., within specified time, the purchaser shall be entitled to recover the cost with all expenses from the supplier for such defective stores.

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

19. All firms are required to submit the following along with their quotation failing which their offer will be ignored:

- a) Name and full address of their Banker with their Account Number.
- b) List of organisation/offices to whom the bidding firm has made supply for the last 3 years.
- c) Performance statement for the year **2010-2011 (comments: indicate latest year)** in respect of Stationery and General items supplied, must be submitted in the format enclosed at Annexure-“1” to this tender document.
- d) Financial status of the firm- enclosed tax returns for 2008-2009, 2009-2010 and 2010-2011. (comments : enclose Balance sheet, Audited Income & Expenditure statement for the years 2012-13, 2013-14, 2014-15)

20. Tenderers who are registered with DGS&D/NSIC for a particular item should submit the photocopy of Registration Certificate with all amendments up to date.  
(Minimum turnover should be fixed)

**21. Duties & Taxes**

Sales Tax: Offerers should indicate whether the prices quoted are exclusive or inclusive of sales tax. They should indicate the rate (s) of VAT/ Local Sales Tax (as may be applicable) and Central Sales Tax with & without Form-“C”. In case, they are exempted from payment of sales tax, a copy of the Exemption Certificate issued by the appropriate authority may be furnished.

**22. OFFERERS ARE REQUESTED TO QUOTE THEIR RATES ON F.O.R DESTINATION BASIS (Free delivery to the consignee's premises).**

23. The decision of the AcSIR shall be final as to the quality of the stores and shall be binding upon the Offerers and in case of any of the articles supplied not being found as per specification shall be liable to be rejected or replaced and any expenses or losses caused to the suppliers shall be borne by the supplier. It will be the responsibility of the supplier to ensure that articles supplied are of the best quality and free from all defects.

24. Item-wise price should be quoted. In case of bundled price, the offer shall be summarily rejected.

25. **Liquidated Damages:** In case the firm does not complete the supply within delivery period, action will be taken against the firm to recover from the contractor as agreed liquidated damages including administrative expenses and not by way of penalty a sum equivalent to 2 % (Normally 1% ) per week of the price of any stores which the contractor has failed to deliver/install within the period fixed for delivery of such stores. Where delivery thereof is accepted after expiry of the aforesaid period, the total damages so claimed shall not exceed 10% (Normally 5%) of the total price of stores required.

26. **Inspection:** The inspection of the materials shall be carried out by authorized representative of AcSIR at its store.

27. The AcSIR reserves the right to reject any or all the quotations without assigning any reason.

**Signatures of the bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

**ANNEXURE-1**

**PERFORMANCE STATEMENT FOR THE YEAR 2010-11**

**Name of the Firm.....**

1	2	3	4	5	6	7	8
Contract no.	Description of Stores	Quantity	Value	Original Delivery Period	Quantity supplied within original DP	Last supply position	Present position with reasons delay for

**Signature of Bidder**

OFFER No.: 01-15/GP/2015 – AcSIR

**ANNEXURE-2**

**DECLARATION**

**From:-**

M/s.....

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To

The Director,  
Academy of Scientific and Innovative Research,  
Training and Development Complex,  
CSIR Campus, CSIR Road,  
Taramani, Chennai – 600 113.

Dear Sir,

I/We have read and understood the contents of the Offer document and agree to abide by the terms and conditions of this offer.

I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the Associate Director (Admin.& Finance), AcSIR, immediately after we are informed but in any case not later 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.

Yours faithfully,

(Signature of the Offerers)

Name:

Designation with Seal of the Firm

Dated.



No. 20XX-IMP-XXX

वैज्ञानिक और नवीकृत अनुसंधान अकादमी  
ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH

UPON THE RECOMMENDATION OF THE FACULTY

CERTIFY THAT

ABC XYZ

SON/DAUGHTER OF

Sh. CBAZYX

WAS ADMITTED TO THE DEGREE OF

DOCTOR OF PHILOSOPHY IN SCIENCE (OR  
ENGINEERING)

ON DD MMM YYYY IN RECOGNITION OF SCIENTIFIC ACCOMPLISHMENTS AND THE CAPABILITY TO CARRY ON RESEARCH AS  
DEMONSTRATED BY COMPLETION OF A THESIS ENTITLED

Title of Thesis

AT CSIR-Institute of Genomics and Integrative Biology, New Delhi

THE DEGREE WAS CONFERRED ON HIM AT THE CONVOCATION HELD  
ON DD MMM YYYY AT PLACE, INDIA.

Director

Chancellor

AcSIR is set up as an 'Institution of National Importance' by an Act of Parliament, **The Academy of Scientific and Innovative Research Act, 2011**, Gazette Notification (Extraordinary) No.15 Dated February 7, 2012.



वैज्ञानिक और नवीकृत अनुसंधान अकादमी  
ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH

*Certificate*

Certified that

ABC XYZ

Son/ Daughter of

Sh. CBAZYX

has been awarded

M.Tech Degree (Specialization)

at CSIR-Structural Engineering Research Centre, Chennai on completion of all the prescribed requirements of the program  
in July/August 2014 and is declared successful with Cumulative Grade Point Average (CGPA) of X.XX on a 10-point scale.

Given this day, DD of MONTH YYYY at Place, India.

Director

Chancellor

AcSIR is set up as an 'Institution of National Importance' by an Act of Parliament, **The Academy of Scientific and Innovative Research Act, 2011**, Gazette Notification (Extraordinary) No.15 Dated February 7, 2012.



<b>Name of the Student</b>	<b>Gittagoni Venkatesh</b>
<b>Enrollment/Registration No</b>	30XX13A06XXX
<b>Location</b>	CSIR-National Institute of Science Technology and Development Studies, Thiruvananthapuram
<b>Session</b>	August/January 20XX

<b>Program Name</b>	<b>M.Tech-Specialization/PhD in Science/PhD in Engineering</b>
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Semester	Subject Code	Course Title	Credits	Grade

Thesis Title	
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[illegible]

**Date of Issue:**

(XXXXXXXXXXXX)  
**Associate Director (Academic)**

Ten Point Scale Grading System				
Letter Grade	Performance	Numerical Value	Maximum CGPA = 10.00	
A+	Outstanding	10	Distinction ≥ 8.00 CGPA	
A	Excellent	9	First Class ≥ 7.00 CGPA	
B+	Very Good	8	Pass Mark = 6.50 CGPA	
B	Good	7	Conversion Formula: Percentage = (CGPA-0.5)*10	
C+	Fair	6		
C	Poor	4		
F	Very Poor	2	Prepared by:	
I	Incomplete	0		
S	Satisfactory (For Audit Courses/ 400 Level Courses/ Thesis)			
X	Unsatisfactory (For Audit Courses/ 400 Level Courses/ Thesis)		Checked by:	

Note:

- SGPA (Semester Grade Point Average) = { Sum of (Course credit x Numerical value of course grade) } / Total course credits earned in the semester
- CGPA (Cumulative Grade Points Average) = Cumulative points scored in all passed courses / Cumulative credits earned
- A student needs to have a SGPA of over 6.0 in each semester and a CGPA of over 6.5 from second semester onward for continuation. Minimum grade point to be earned to pass any subject is 6.0

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