



RASHTRIYA RAKSHA UNIVERSITY

(An Institution of National Importance)

Pioneering National Security and Police University of India

Expression of Interest (EOI) for Provision of Welcome Kits (Non-Customized) for Sectorial Specific Training

About Rashtriya Raksha University (RRU)

Rashtriya Raksha University is an Institution of National Importance, leading the nation in education, research, and training in the fields of national security and policing. It strives to equip professionals with modern knowledge and technology to ensure the nation's security. RRU is dedicated to developing leaders who can meet global security challenges and provide innovative solutions for real-world problems.

Scope of Work:

Rashtriya Raksha University (RRU), an Institution of National Importance dedicated to national security education and training, invites reputable firms/personnel to submit Expressions of Interest (EOI) for the provision of Welcome Kits for the Sectorial Specific Training.

The selected bidder will provide premium-quality Welcome Kits consisting of the specified items as blank, non-branded products. These kits will be distributed to participants attending various Sectorial Specific training programs.

Welcome Kit Items Include:

- Pens
- Diaries
- Notepads (single ruled A5 pages)
- PVC I-Cards
- Satin finish lanyards
- PU Leather bags
- T-Shirts and Hoodies
- Memento items
- Certificates Printing

Note: Quantities for each item will be communicated separately based on training batch sizes.

Contract Period and MOU:

Rashtriya Raksha University will enter into a Memorandum of Understanding (MOU) with the selected bidder for the duration covering all Sectorial Specific training programs. The MOU will govern the supply, quality standards, and delivery timelines of Welcome Kits throughout this period.



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Eligibility Criteria:

- Proven experience in supplying high-quality merchandise and welcome kits for training or events.
- Ability to meet supply deadlines and deliver items as per quality standards.
- Capacity to scale supply as per training schedules.

Submission Requirements:

Interested bidders must submit their EOIs (technical and financial bids separately) including the following documents:

- Company registration and tax compliance certificates.
- Experience certificates for providing similar merchandise.
- Description and specifications of proposed Welcome Kit items .
- Sample products of proposed items (mandatory).
- Detailed cost breakdown—item-wise prices including taxes and delivery charges.
- Any additional service offerings (optional).

Submission Process:

- EOIs must be submitted in hardcopy, in sealed separate envelopes for technical and financial bids, couriered or delivered personally to:
Project Director - SITAICS
School of Information Technology, Artificial Intelligence, and Cyber Security
Rashtriya Raksha University, Lavad, Dehgam, Gandhinagar-382305, India
- Envelope should be superscribed: “EOI for Welcome Kits for Sectorial Specific Training”
- Last date for submission: [Insert Date, e.g., 31 December 2025, 5:00 PM]

Payment Terms and Conditions:

- Payment will be made only after successful delivery and acceptance of the Welcome Kits as per the agreed specifications and quality standards.
- The selected bidder must submit valid tax invoices along with delivery receipts and acceptance certificates from Rashtriya Raksha University.
- The payment will be released within 30 days after the complete and satisfactory delivery of the Welcome Kits for each batch of the Sectorial Specific training.
- No payment will be made for substandard or incomplete delivery, and the supplier will be responsible for replacement or rectification at no additional cost.
- All payments will be made in Indian Rupees (INR) through electronic transfer or any agreed mode of payment.
- Any applicable taxes will be deducted at source as per government norms.
- Expenses related to packing, transportation, and delivery must be included in the quoted prices and will not be paid separately.