

University of Kalyani



UNIVERSITY CONVOCATION 2017

NOTICE INVITING QUOTATIONS

Ref. No. KU/CONVOCATION/2017/PRINTING/01

Date: August 11, 2017

Sealed quotations are invited from reputed vendors for supplying the following Printed Materials for 28th University Convocation 2017....., the specification of which is furnished below:

Sl. No.	Description of Items	Quantity
1	Size : 8 inches x 16 inches Print : Both Side 4-Colour Offset Printing Paper : 300 Gsm Art Board Envelope : 170gsm Art Paper (with single colour Print in the front side) Lamination : MAT- Lamination Special Effect : SAND UV (LOGO & Write-up in the front side)	1000 (One thousand)
2	32 Inner Pages + 02 Cover Pages (Front + Back cover) Cover Page -- Ivory Papper 300 gsm with Logo Embossed in Golden Foil Printing + Text Matter in Silk Screen Printing. Inside Pages -- Art Paper (Both side coated) 110 gsm. Black & White Printing. Book Size -- 11" X 8.5" Print area -- 9.5" X 6.5" Binding -- Saddle Stich (Side Stich)	1000 (One thousand)

The above quantity and the no. of pages may be altered at the time of issuing work order

Last Date of receiving quotations: 18th August, 2017 (4 p.m.)

Quotation must be made by the bidders in their official pad/letter head and be submitted to:
Audit & Accounts Officer, University of Kalyani, Kalyani-741237, Nadia, West Bengal

Bidders are requested to quote item- wise as far as possible putting rates of the items separately. Other Costs (if any) like taxes, duties etc. must be mentioned separately in the quotation. Bidders must submit valid documents as to Trade Licence, IT, credentials etc.

In case of any dispute, University decision be taken as granted and all disputes are subject to Kolkata Jurisdiction only.

Purchaser enjoys the right to select the vendor without assigning any reasons thereof to any bidder and lowest quotation does not ensure any guarantee for awarding purchase order.

Purchaser may purchase less or more quantity than the quantity as stated hereinabove and may take decision for not buying any or all the items as stated hereinabove due to the fund constraint or for other issues.

Purchaser also possesses the right to take decision on relaxation of any clause as stated above in case of need for selecting suitable and responsive vendor without compromising the quality of the items as mentioned above.

Sd/-
Audit & Accounts Officer