



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

PHONE: (033) E. B. Campus: 2557-1028/3028/4028/7161, J. S. Campus: 2269-5241/5242/6601/6610

Website: www.rbu.ac.in e-mail: registrar@rbu.ac.in fax: (033) 2556-8079

Ref. No Pur/TN/042/2019

Date: 03.09.2019

Notice Inviting Tenders

Sealed quotation is invited from the reputed companies/organisations/suppliers for supplying of following **Stationary for Directorate of Distance Education**(Salt Lake Campus) of Rabindra Bharati University within 11.09.2019(3.00 pm) at purchase section (E.B. Campus). Only reputed companies/organizations/suppliers of said item shall be allowed to participate in the tender process (**No intermediate General Suppliers will be allowed to participate in the Tender process**).

SL No.	Description of item/works	Qty	Rate :	Amount: (Incl.GST)
01.	Making and printing of Cloth lining Brown Envelope Size:17.5”X13.5” (As per sample)	30,000 pcs		

Note: Bidders are advised to check the sample of above mentioned item from the Purchase department of Rabindra Bharati University before submitting quotation.

Terms and Conditions

1. **Relevant documents/Credentials like, valid Trade License, GSTN certificate,PAN, must be submitted along with the sealed Tenders, failing which quotations shall be summarily rejected**
2. The goods shall be of the best materials.
3. Prices should be quoted in above format in specified place; otherwise it is liable to be cancelled.
4. Parties are requested to mention on the sealed envelope: **“Quotation for Cloth lining Envelope”**
5. Incomplete quotation shall be summarily rejected.
6. Price should be quoted in Indian rupee inclusive **GST**.
7. Subcontracting in any form will not be entertained by the University.
8. All the dispute arising out of the order shall be subject to the jurisdiction of Kolkata only.
9. For any further details / inspection / query, please contract at purchase department of the University.
10. Last date of submission of Tenders within 11.09.2019(3pm)
11. University reserves the right to terminate the contract at any point of time without assigning any reason.
12. **Only authorised venders having their registered sales and service office in Kolkata should participate in this tender.**

Registrar