



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/60/2019

Date: 23.12.2019

Notice Inviting Tenders

Sealed quotations are invited from the reputed Venders/ Suppliers for supplying of following **cleaning materials** and Stationary goods for **Directorate of Distance Education** of Rabindra Bharati University within 30.12.2019 (3 pm) at E.B. campus. Only reputed Vender/ Suppliers are capable of supplying of the said items 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 Stationary Goods/ Cleaning materials	Qty	Rate:(Incl.GST)	Amount :(Incl.GST)
01.	Cover File(As per Sample)	36 pcs		
02.	Plastic Flap file(As per Sample)	24 pcs		
03.	CD Marker pen(As per Sample)	12 pcs		
04.	Liquid Gum Bottle(Small) (As per Sample)	12 pcs		
05.	Box File (As per Sample)	06 pcs		
06.	Highlighter Marker pen(As per Sample)	12 pcs		
07.	Red Hit(Big size)	12 pcs		
08.	Black Hit(Big size)	12 pcs		
09.	Bleaching Powder(25 Kg Bag)	01 bag		
10.	Phyneol (5 Ltr Jar)-Brand name:Nimyl(Citro) (ITC Product)	05 Jar		
11.	Vimbar(Big size)	12 pcs		
12.	Life Bouy Soap(Big size)	12 pcs		
13.	Surf Excell detergent powder(500gm pkt)	12 pcs		
14.	Goog Night liquid	12 pcs		

Note: Note: Bidders are advised to check the samples of above mentioned items from the Directorate of Distance Education (Salt Lake Campus) 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 Stationary Goods/ cleaning materials”**
5. Incomplete quotation shall be summarily rejected.
6. Price should be quoted in Indian rupee inclusive GST, delivery and installation charges.
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 contact at purchase department of the University.
10. Last date of submission of quotations within **30.12.2019(3pm)**
11. University reserves the right to cancel this tender at any point of time without assigning any reason.
12. Only authorized venders having their registered sales and service office in Kolkata should participate in this tender.

Registrar