

West Bengal University of Technology

Tender Form

Binding of Books and Journals

Notice No : Lib/FO/12-13/35
Date of Issue : 20.03.2013.

D.D. No. for the Tender Price :

Address:

**BF-142, Sector-I,
Salt Lake City,
Kolkata-700064**

Tele-Fax No:

(033) 2334-1034

Phone No.:

(033) 2321-1345

Tender Paper for Binding of Books and Journals

Ref: Tender Notice No.

a) Name & Address of the Firm :

b) Telephone No:

c) Mobile No.:

d) Fax No:

2. Name of the items for which the Firm is interested:

3. Name of the Proprietors/partners/directors etc:

4. Trade License No (With Photocopy):

5. VAT License No:

6. Service Tax Registration No (With Photocopy):

7. Additional Information if the party wants to include:

8. Copies of Testimonials/credentials/certificates regarding services/experience etc:

Signature with Stamp

Please give sealed quotation for the following binding of books and journals clearly superscribing the tender notice number on the envelop.

Binding Specification

Full Rexine Hard Binding with Golden Lettering

In case of Journal - a) Title , b) Vol. No , c) Issue no d) WBUT L should be written in the spine and the front cover of the journal with golden letter

In case of book - a) Title , b) Author c) WBUT L should be written in the spine and the front cover of the book with golden letter

Preferable colour of Rexine is Black

General conditions:

1. The tenderers are required to deposit the tender forms along with relevant papers(mentioned in the form) in two sealed covers mentioning financial bid and technical bid separately.
2. The university reserves the right to accept or reject any tender without showing any reason.
3. Tender for supply of the goods mentioned in the notice may be submitted in full or in part.
4. Tender fee of Rs. 200/- has to be deposited along with the tender papers.
5. All payments should be made through demand drafts in favour of the 'West Bengal university of Technology' payable at Kolkata.
6. The last date of receiving of tender paper in the office of the finance officer is 8th April, 2013 before noon.
7. Incomplete tender shall be summarily rejected.
8. Subcontracting in any form will not be entitled by the university.
9. All legal disputes shall be subject to jurisdiction of Calcutta High Court.
10. Flat rate is to be given for all size of books and journals
11. The unit price must be inclusive of delivery charges
12. A sample should be submitted with the technical bid
13. The order will be given for a contract period of one year