



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
**(Formerly, WEST BENGAL UNIVERSITY OF TECHNOLOGY)**

**Main Campus: NH-12, Simhat, Haringhata, Nadia, Pin-741249, W.B.**

**Kolkata Office: BF-142, Sector -I, Salt Lake City, Kolkata -700 064**

**Phone: +91 33 2321-0731, 2321-1327 # Fax: +91 33 2321-7578, 2334-1034**

**Website: [www.wbut.ac.in](http://www.wbut.ac.in)**

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## **TENDER NOTICE FOR PRINTING AND BINDING OF** **ANNUAL REPORT**

**Notice No.:** *MAKAUT-WB / Annual\_Rep/2018*

**Date of Issue:** 03-10-2018

**Last Date of Submission:** 10-10-2017

**Tender Fee:** Rs.500.00 (Rupees Five Hundred only)

**Main Campus:** NH-12, Simhat, Haringhata, Nadia, Pin-741249, W.B.

**Phone No.:** (033) 2321-1345 / 2321-8792 / 2321-0731

**Tele-Fax No.:** (033) 2334-1034



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## **Information / Document(s) to be provided by the Bidder:**

**1. Contact information:**

**a) Name of the Bidder:**

**b) Address:**

**c) Telephone No.:**

**d) Mobile No.:**

**e) Fax No.:**

**f) E-mail id (if any):**

**2. Name(s) of the Proprietor/Partners/Directors, etc.:**

**3. Trade License No. (With Photocopy):**

**4. PAN:**

**5. GSTIN:**

**6. Additional Document(s) / Information, if the party wants to include:**

1)

2)

3)

4)

5)

**7. Details of Tender Fee deposited:**

**a) Demand Draft No. & Date:**

**b) Name of the Bank & Branch:**

**Signature(s) with Official Stamp**



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**Please give sealed quotation for the following items clearly super scribing the tender notice number on the envelope.**

**TECHNICAL SPECIFICATIONS**

<b>Text Paper</b>	<b>128 GSM Matt Finish Art Paper</b>
<b>Cover Paper</b>	<b>300 GSM Art Board</b>
<b>Size</b>	<b>8½” x 11”</b>
<b>Qty</b>	<b>2000 Pcs</b>
<b>Colour</b>	<b>4 Colour throughout</b>
<b>Cover</b>	<b>Matt, laminated, spot UV at front cover</b>
<b>No. of Pages</b>	<b>May vary, requested to quote per forma basis</b>
<b>Binding</b>	<b>Section sewn, perfect binding</b>

**General conditions:**

1. The tenders are required to deposit the tender forms along with relevant papers (mentioned in the form) in sealed cover mentioning financial bid.
2. The university reserves the right to accept or reject any tender without showing any reason.
3. Tender for providing the previous work experience list mentioned in the notice must be submitted.
4. The last date of receiving of tender paper is 10<sup>th</sup> October 2018, 5:00 pm in the office of the Purchase Officer. Incomplete tender shall be summarily rejected.
5. Subcontracting in any form will not be entitled by the University.
6. All legal disputes shall be subject to jurisdiction of Calcutta High Court.
7. Please quote the price forma wise with cover price separately



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**IMPORATANT INFORMATION FOR THE BIDDERS**

1. The bids have to be submitted by the bidders to the Purchase Officer of the University at Haringhata Campius (only sealed bids will be accepted). Bid Submission will close on **10-10-2018 (17:00 Hrs.)**. No bid will be accepted after the stipulated time.
2. **Tender Fee: Rs.500/- (Rupees Five Hundred only) - payable by *Demand Draft* prepared in favour of 'MAKAUT, WB' (payable at Kalyani) along with the Financial Bid. Bid submitted without the Tender Fee will be rejected.**
3. **The bids must be as per the specifications mentioned in the tender notice. Any deviation in item(s) will not be allowed and the bid will summarily be rejected.**
4. ***Rates / Values should be inclusive of all taxes and charges.***
5. Bids will be opened by the Officials of MAKAUT, WB. Intending bidders may remain present if they desire so. If there is any deficiency in the necessary documents, the tender will summarily be rejected. During the evaluation process, the Committee may invite the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if those are not produced within the stipulated time frame, their bids will be liable for rejection.
6. Submission of false document / information by the bidder is strictly prohibited and will be liable for rejection of the tender.
7. Any form of sub-tendering or sub-letting of the job in part or full is strictly prohibited.
8. Being the lowest bidder in terms of rates are not only criteria to become eligible for the job. Selection of the eligible bidder will be done on the basis of credentials and past performances
9. **The University reserves the right to accept or reject any tender without showing any reason.**
10. For any other necessary information, please contact the University Authority.

**Contact details:**

Maulana Abul Kalam Azad University of Technology, West Bengal  
(Formerly known as: West Bengal University of Technology)

**NH-12, Simhat, Haringhata, Nadia, Pin-741249, W.B .**

Contact Nos.: (033) 2321-0731 / 2321-8792

E-Mail id: [registrar@wbut.ac.in](mailto:registrar@wbut.ac.in), [fo@wbut.ac.in](mailto:fo@wbut.ac.in)

Contact Person(s): Finance Officer, MAKAUT, WB

Sd/-  
**Registrar (Acting),  
MAKAUT, WB**