

UTTAR BANGA KRISHI VISWA VIDYALAYA PUNDIBARI: COOCH BEHAR.

Notice for Inviting Quotation

NIQ No. 03/2022-23/Dean-F/Ag.-UBKV Date: 21.02.2023.

Sealed quotations are invited under two bid systems viz, **Part-I Technical Bid** and **Part II Financial Bid** from reputed suppliers/Printing Press/manufacturers for printing various Annual Report, Faculty Report etc. under Faculty of Agriculture. Following printing items is mentioned below:

Sl. No.	Printing items with specification	Quantity
1.	A4 size Digital Colour Print (Single side)	Per copy
2.	A4 size Digital colour print (both side)	Per copy
3.	A4 size cover page with Digital Print (Single side)	Per copy
4.	A4 size cover page with Digital Print (Both side)	Per copy
5.	Hard book binding	Per book

The **Technical Bids** evaluated by the competent committee / authority. At the second stage, **Financial Bids** of technically qualified bidders will be opened on same day for further evaluations and ranking before awarding the Work order / Supply order. **The last date of submission of quotation is 01.03.2023 upto 3.00 p.m.** The information/ specification will be available in the University website www.ubkv.ac.in.

Terms & Conditions:

- The Technical Bid shall comprise of Trade License, Income Tax PAN No., Photocopy of PAN Card, registration certificate of VAT, CST, and P-Tax; Dealership/ Manufacturing/ SSI Certificate; Credentiaity and specification of item (as applicable).**
- The Financial Bid comprises of rate of items with all applicable taxes and incidental charges, extent of discount (as applicable)
- The Technical Bid and Financial Bid must be submitted in two separate sealed envelopes with broad heading mentioning the name of the item on the top of the envelope. The sealed envelope of Technical Bid and Financial Bid shall be submitted in a large sealed cover and to be addressed to the Dean, Faculty of Agriculture, UBKV, Pundibari, Cooch Behar.**
- Rate should be quoted with all applicable taxes, duties and incidental charges (including clearing agent cost if applicable) per item basis, shown separately.
- Guarantee period for each item and nature and period of after installation/Sales and service facilities should be mentioned clearly.
- The materials must be delivered at site by the Supplier at their own cost and responsibility.**
- The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.
- The rate shall be valid upto 31st March 2023.**
- The University is not bound to purchase the items/ materials even from lowest bidder.**
- Supply order will be issued subject to availability of fund.**

If above mentioned terms and conditions are acceptable, only then the bidders may submit quotation.

Date: 21.02.2023

Sd/-
Dean
Faculty of Agriculture