

UTTAR BANGA KRISHI VISWAVIDYALAYA

Pundibari, Cooch Behar, West Bengal- 736165

Inviting Quotation

Tender Ref. No. UBKV/DR(T&P) -29, Date : 03.01.2025

Sealed quotations are invited from reputed suppliers for supplying of Table Calendar (550nos.), for the year 2025 under "Director of Research" Uttar Banga Krishi Vishwavidyalaya, Pundibari, Cooch Behar . The details of the specifications are herein given below.

Sl. No	Items	Specification	Quantity
01.	Supply of Table Calendar (Theme Based)	4 colour printing with cover in single colour printing Paper Size : 8X8 inch, Thickness : 300 gsm & Calendar stand gloss lamination and wire binding including packaging and transportation	550 nos.

Date of publication : 03/01/2025

Last date of Submission : 18/01/2025 up to 5 p.m.

Terms and Condition:

1. Quotation to be submitted with a forwarding letter address to **The Director of Research, UBKV, Pundibari, Cooch Behar, West Bengal**
2. Covers of Quotations to be submitted to the office of the Director of Research's UBKV, Pundibari, Cooch Behar, West Bengal
3. Office hour with an email ID for further communication.
4. The technical Bid shall comprise of self attested photocopy of the following documents:-
 - a. Valid copy of trade license.
 - b. GST Registration Certificate
 - c. Registration Certificate of P-Tax, along-with latest clearance certificate,
 - d. Service Tax Registration No; along with latest clearance certificate
 - e. Dealership/ manufacturing/ SSI certificate
 - f. ISO Certificate (if any)
 - g. Credentialed/user list with photograph,
 - h. Full Specification of items if applicable
 - i. Photocopy of PAN Card
5. The Financial Bid Comprises of rate of items per unit including applicable taxes, Installation charges, incidental charges, extent of discount (as applicable)
6. The Technical Bid and financial Bid should be submitted in two separate sealed envelopes with broad heading mentioning the name of the item and Tender No. on the top of the envelopes. The sealed envelope of Technical Bid and Financial Bid shall be submitted in a large sealed cover and further mentioning the name of the item and Tender number **on the Top of the Envelope and to be addressed to the Director of Research, UBKV, Pundibari, Cooch Behar.**
7. The materials should be delivered by the Supplier at their own cost and responsibility.
8. The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.

Sd/

Director of Research(Actg.)

03.01.25

Ref. No. UBKV/DR(T&P)- 029 / (4)

Date: 03.01.2025

Copy forwarded for information and necessary action to:

01. Notice Board, UBKV, Pundibari
02. Central Store Section, UBKV, Pundibari
03. Mr. Subhendu Das; He is requested to add in the University Website at the earliest.
04. Office copy Director of Research, UBKV, Pundibari

Subhendu Das
03.01.25

Director of Research(Actg.)

Director of Research
Uttar Banga Krishi Viswavidyalaya
Pundibari, Cooch Behar