

BEHALA COLLEGE

Parnasree Kolkata-700 060

Phone : 24069714

NOTICE INVITING TENDER

Ref No. BC/Magazine/T-01/2019

Date : 20.06.2019

The Principal, Behala College is inviting tenders for printing of **College Magazine** from reputed printers with credentials in similar jobs

Sl. No	Item Description	Quantity
1	D.C. 1/8 Size Magazine, Total number of Pages 100 nos. Including cover and perfect binding. Specifications. (64 nos. Pages single coloured printing with 100 g.s.m Maplitho paper, 32 nos. 130 g.s.m Art Paper and 4 nos. Cover multi coloured printing and laminated)	1500 nos.

General Instructions:

1. Hardcopy of the tenders should be submitted by hand to the Administrative Office, Behala College, Parnasree, Kolkata-700 060.
2. Photocopies of following documents must be submitted along with the tender
 - a) PAN Card
 - b) Professional Tax Registration certificate
 - c) VAT registration Certificate
 - d) Valid Trade License for the period for the specific trade
 - e) Credentials
3. During tender evaluation process, if the tenderer fails to submit all the relevant documents and other requirements of participating in the tender then the concerned tender will be rejected summarily by the College Authority/ Magazine Sub-committee.

4. The Contract will be awarded to the successful tenderer after the execution of the agreement. The successful tenderer will have to execute within the specified time schedule as per agreement.
5. Delivery of the printing item at the College premises shall be completed by the successful tenderer in accordance with terms specified by the College Authority.
6. The College Authority reserves the right to withdraw any item from the tender at any stage.
7. The College Authority reserves the right to reject the tender or part thereof at any stage or to split any tender without assigning any reason.
8. After sales services will have to be provided by the tenderer during on-site warranty/guarantee period of the items free of cost.
9. On a tender being accepted, intimation of acceptance will be forwarded to the successful tenderer by Principal, Behala College. After communication of the same, the successful tenderer will have to execute an agreement in the prescribed form with the Principal, Behala College.

Detail of tender process

Tender submission will start on and from: 21.06.2019 at 12:00 noon

Tender submission will end : 27.06.2019 at 4:00 p.m.

Tender opening : 28.06.2019 at 3:00 p.m.

Principal, Behala College reserves the right to change the above schedule in case of any exigencies.

Principal
Behala College