

INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
P.O. Botanic Garden
(Formerly Bengal Engineering And Science University
HOWRAH (West Bengal, India)-711103

Date:-29.01.2016

Sealed quotation are invited from bonafide Printing Contractors , who possess valid printing license for Printing works for 78th REBECA 2016, the Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur, Howrah. Sealed quotation should be dropped in the drop box at the Student Union Room during working hours i.e. from 10:00 AM to 5:00 PM on 30.01.2016. Opening of the bid will be on 01.02.2016 at **3.30 p.m.**

Convenor
78th REBECA, 2016

Copy To: 1.To be displayed on the Institute Website
2. All Notice Boards

Indian Institute of Engineering Science and Technology, Shibpur
Howrah-711 103

Name of Tender: *Printing Works for 78th REBECA 2016, Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur, Howrah.*

1. Name of the Firm :
(in block letter)
2. Office Address :
3. Phone No. :
4. Whether Partnership / Proprietorship Firm :
5. Name of Partner(s) / Proprietor(s):
6. PAN No. :
7. Trade Licence No. :
8. Sales Tax No. :
9. Quoted rate:
(Use separate sheet, if required)

Dt_____

Bill of quantities for the work of: Printing Works for 78th REBECA 2016, Annual Cultural Fest of Indian Institute of Engineering Science Technology, Shibpur. Howrah.

S.L. No.	Description of work	Unit	Qty.	Unit Rate (In Rs)	Amount (In Rs)
1	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 100 Rs. Denomination.	Nos.	40		
2	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 200 Rs. Denomination.	Nos.	40		
3	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 500 Rs. Denomination.	Nos.	100		
4	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 1000 Rs. Denomination.	Nos.	100		
5	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 2000 Rs. Denomination.	Nos.	60		
6	30 cm X 10 cm Numbered Bill Book of 20 pages of Offset Print with Perforation for counterfoil with 5000 Rs. Denomination.	Nos.	60		
7	22 cm X 14 cm Colored Sponsorship Tariff with 8 sides Digital Print on 300 GSM paper in Landscape Book Format.	Nos.	150		
8	21 cm X 10 cm BECA Tariff with 3 sides colored and 3 sides Black and White Offset Print on 300 GSM paper in landscape, 3 Fold Brochure Format.	Nos.	150		
9	20 cm X 15 cm Colored Invitation Card with 4 sides Offset Print on 250 GSM paper in Landscape Calendar Format with Printed Envelope.	Nos.	3000		
TOTAL (In Rs)					

All the designs for the above mentioned items will be provided to the selected vendor on the tender opening date and the delivery of the above mentioned items has to be made within 36 Hours from receiving of order.

To
 Convenor
 78th REBECA, 2016
 IEST'S,Howrah-711103

I/WE agree to execute the work in accordance to requirement at the above quoted items rates for a total price of Rs-----
 ----- (Rupees)

Authorized Signature:----- Dated:- Address:-
 Name & Title of Signatory:
 Name of the bidder and Seal:

Notes: 1) Quantities mentioned in the B.O.Q are as per estimate. Actual quantities may vary according to the requirement at site; payment will be made on pro-rata basis on actual executed quantity.

2) The Bidder shall enclose attested copy of Trade License/Sales Tax/Pan Card/ P Tax certificate and completion certificate of similar work and other document etc with the application.

Terms & Conditions:-

1. To qualify for award of the contract the bidder should have valid printing license for printing works.
2. Quotation are to be submitted as per above mentioned format.
3. All rates quoted should be inclusive of all taxes, levies & duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy at later stage will not be entertained.
4. Transportation, Packing, Forwarding and Insurance Charges if any to be charged should be specifically indicated.
5. The REBECA 2016 Committee reserves the right to accept or reject all or any of the tenders without assigning any reason whatsoever. The decision of the Committee shall be final in case of any dispute.
6. The work should be completed within stipulated period as indicated in the work-order.
7. Bills in Triplicate should be presented for payment within 30days of supply/completion of work.
8. The Order no. is to be noted on both challan & Bill.
9. All bills are to be accompanied by order copies and challans as received.
10. Payment will be made within 60 days of Submission of proper bills, challans etc. by Cash payment.
11. Date of submission of quotation is 30.01.2016 upto 5:00 p.m at the Students Union Room, IEST, Shibpur.
12. **Opening of bids will be on 01.02.2016 at 3.30 pm at the office of the Convener, REBECA '16.**

**Convener
78th REBECA, 2016**