

Visva-Bharati, Santiniketan
Purchase & Stores Section

Registrars' Office P.O. Santiniketan-731235 Dist-Birbhum, West Bengal

Memo.No. CS/2/2010-2011/ARC/1 Dated: 29.4.2010

Annual Rate contract: Notice inviting Tender/Quotation for supply of printing materials.

Sealed quotations are invited from bonafide, resourceful, experienced suppliers having IT, VAT, Professional Tax clearance certificates for making supply on the basis of Annual Rate Contract of the following items. PAN no. should also be quoted. The quotation documents, if not completed in all respects, will not be considered. The suppliers should quote rates in figures as well as in words. The quotation documents should be submitted within **31.05.2010. to the under signed.**

Conditions:

- 1) Rates should be quoted inclusive of all taxes and charges of delivery to destination, Quotations may be cancelled if rates are quoted excluding VAT and other charges, if any
- 2) Delivery of materials must be made within such days from of issuing supply order as may be decided by Visva-Bharati.
- 3) In case the bidder is manufacturer/ authorized dealer of the materials/ equipment for the particular zone and period, documentary proof should be attached.
- 4) Attested Copies of ST/VAT, IT, PT clearance certificates, /Trade Licence PAN Card etc should be attached.
- 5) No escalation in rates will be allowed during the contract period of one year from the date of awarding of work. A certificate to this effect should be given.
- 6) The submission of the tender will not bind this University under any obligation to place the order and expenses incurred by you in this regard will not be payable by this University . The University reserves the right to reject any or all quotations
- 7) The contract will be valid for one year from the date of awarding the contract and the firm shall be bound to supply the items on fixed rate within the valid period of one year.
- 8) The supplier will be responsible for delivery of the goods in good condition in the office of this University at their own risk and cost.
- 9) The rates quoted for the items should be equal to or less than the wholesale rates fixed by the authorized dealer of the respective items.
- 10) In case a supplier is not able to supply the goods for which supply order has been placed within the stipulated period of time or supply the goods of spurious / inferior quality, the contract will be cancelled, money deposited if any would be forfeited, and the supplier may be debarred by the University from participations in any purchase process in future.
- 11) Payment will be made only after the satisfactory delivery and working of supplied items in the University.
- 12) Tender application without completed documents/ information may not be considered
- 13) The defective items if found will be replaced by the supplier

The University reserves the right:

- 1) Of accepting or rejecting any or all quotations without assigning any reason.
- 2) Of distributing the order for supply among several suppliers if it considers necessary.
- 3) Not to allow one supplier to supply more than one item concurrently. Other detailed, if necessary may be available from the Purchase & Stores section, Central Office V.B.

Items required:-

- 1) DFC Ledger Paper (Azurelaid)/Andhra.80 grm /11.9 kg /43 x 69 cm.(Rate per ream)
- 2)M.G. Board (White)/Andhra/ 200 grm./ 11.5 kg./ 56 x 71 cm.(Rate per packet of 144 sheet)
- 3) DC /Maize Cover Paper 22 kg./110grm (size 52 cm x77.5 cm) (Rate per ream)
- 4)Demy Size / Coastal Paper (white,pink,yellow color)/Supreme Paper /Cheetak 45grm./6kg./45cm x 56cm.(Rate per ream)
- 5)DC / S.S.Maplitho /Andhra /80grm/ 15.5 kg. /51 x76 cm. Paper (Rate per ream)
- 6)S.S.Maplitho/ Andhra / 80grm./23 x36 Paper(Rate per ream)
- 7)Demy Size /Deluxe Maplitho (primary) / Andhra /58grm./7.4 kg./45.5cm.x56cm.Paper (Rate per ream)
- 8)DFC / Deluxe Maplitho (primary)/Andhra/58grm./8.6kg./43cm.x69cm.(Rate per ream)
- 9)DC /Deluxe Maplitho (primary) /Andhra /58grm./11.2kg./ 51cm.x76cm.(Rate per ream)
- 10) P.S. plate / Technova / 915 m.m. x 715 m. m.(Rate per packet of 50 plates)
- 11)P.S. Develop/ Novatone P Powder(Rate per packet of 300 grm.)
- 12)Novadom Desktop Offset Plate for Mini Offset / 216 x368 m.m.(Rate per pakt. of 100 sheet)
- 13)Utroplex Tracing Paper:
 - a) Legal Size -215 x355m.m.(Rate per pkt of 250 sheet & 100 sheet)
 - b) A4 size 210 X 297m.m. Tracing paper(Rate per pkt of 250 sheet & 100 sheet)
- 14) UNIGUM-(Rate per pkt of 5 litre)
- 15) A4 size copier paper (Rate per pkt of 500)
- 16) Legal size copier paper (Rate per pkt of 500)

Memo. No. CS/02/2009-2010/ARC/1/1 (1)

Dated 29.04.2010

Copy to:

In-Charge, V.B. Computer Center, with a request to upload this notice in the University-Website.

Memo. No. CS/02/2009-2010/ARC/1/2 (7)

Dated 29.04.2010

Copy forwarded for information with a request for displaying on the notice board for publicity to:-

- 1) The District Magistrate, Birbhum, P.O. Suri
- 2) The Sub-Divisional Officer, Bolpur, P.O. Bolpur Dist- Birbhum
- 3) The Block Development Officer, Bolpur Sriniketan Block, P.O. Sriniketan, 731236 Birbhum
- 4) The Station Master, Bolpur Railway Station, P.O. Bolpur, Dist- Birbhum
- 5) The Branch Manager, State Bank of India, Santiniketan Branch, Dist- Birbhum
- 6) The Post-Master, Santiniketan Post Office
- 7) Registrar's Office Notice Board

Memo. No. CS/02/2009-2010/ARC/1/3 (2)

Dated 29.04.2010

Copy to:

1. The Secretary, Visva-Bharati Samavaya Samiti Ltd., Santiniketan
2. The Secretary , Kendriya Bhandar, B-1, shyamali Housing Estate EA- Block, sector-1, Salt lake city, Kolkata-700064

Registrar
Visva-Bharati