



UNIVERSITY OF CALCUTTA

Tender Notice No. ADM/CE/30/Tender/17/41

Senate House
Kolkata - 700073
Dated - 09.11.2017

NOTICE INVITING TENDER FOR PRE-PRINTED COMPUTER STATIONERIES

Sealed tenders are invited by the Department of Controller of Examinations, University of Calcutta for the following items.

Sl. No.	ITEMS	QUANTITY
1	<u>Admit card of A4 size</u>	<u>40,000 pcs</u>
2	<u>OMR answer sheet</u>	<u>1,50000pcs</u>
3	<u>EZR 15"x12" -one part 60 GSM</u>	<u>50,000 pcs</u>
4	<u>Stationaries for examiners</u>	<u>30,000 pcs</u>
5	<u>Stationeries for scrutineers</u>	<u>15,000 pcs</u>
6	<u>Stationaries for setters/moderators</u>	<u>10,000 pcs</u>
7	<u>Stationaries for H.E/COs</u>	<u>10,000 pcs</u>
8	<u>Pre-printed stationary (single side logo)</u>	<u>20,000 pcs</u>
9	<u>Statement of Marks - 10"x 12" (105 GSM)</u>	<u>40,000 pcs</u>
10	<u>Statement of Marks - 8"x12" (105 GSM)</u>	<u>60,000 pcs</u>
11	<u>10"x 12" EZR 1 part 80 GSM</u>	<u>1,20,000 pcs</u>
12	<u>Award list (Th.)</u>	<u>50,000 pcs</u>

The bidders are to submit (a) Quotations (In their company letter-head) (b) Credentials viz., photocopies of current and relevant Trade License, Previous VAT/Sales tax clearance Certificate, PAN Card, Income Tax Clearance certificate, GST Certificate.

The Bidders are also requested to submit quotation for only the best quality item at lowest basic rate i.e. excluding taxes.

For detailed information, regarding specifications and other clarifications, please contact Jr. Superintendent, Administration Section, Controller's office, 1st Floor of Darbhanga Building, College Street Campus.

The tenders will be received by the office of the undersigned at 1st floor of Darbhanga Building, 87/1 College Street, Kolkata - 700073 up to **20.11.2017** on all working days from **11a.m. to 4 p.m.** and the same will be opened on **21.11.2017** at **12 noon** in presence of bidders or their authorized representatives.

The Authority reserves the right to accept or reject any tender without assigning any reason. Parties shall be liable to replace defective or inferior quality articles. Failure to execute order to the satisfaction of the authority shall lead to cancellation of order.

Controller of Examinations
University of Calcutta