



CALCUTTA UNIVERSITY PRESS

Office of the Superintendent
48, Hazra Road, Kolkata- 700 019

NOTICE INVITING QUOTATION

Ref. No. CUP/WQ/01/2018-2019

Date: 16/02/2018

Sealed Quotations are invited from the experienced, resourceful vendors within seven days of this notice i.e. on or before 25/02/2018, for Annual Maintenance Contract With Spares for 03 nos. of Small Offset Printing Machines (10" x 15") at the Calcutta University Press. The vendor should submit their quotations with self -attested copy of valid Trade Licence, Pan Card, GST registration wherever necessary with necessary credentials addressed to the office of the undersigned.

Rates should be submitted including GST Charges with break up (if any). The quotation will be opened on 26.02.2018 at 15.00 pm at the office of the Superintendent. Interested vendors are requested to be present at the office of the undersigned while opening of the quotation will be made.

The authority reserves the right to accept/ reject any quotation without showing any reason thereof.

Description of materials & specifications are as follows :

Annual Maintenance Contract With Spares of 03 nos. of Small Offset Printing Machines (10" x 15") for the period of 01.04.2018 to 31.03.2019.

1. At least 02 services required per week.
2. Immediate service(s) required on call by our office. Reporting within two hours and solving the problem within three days is mandatory.
3. Services on C.U. Holidays as well as night services may be required in case of emergency.
4. The service provider must have their own Workshop.
5. Rate must be submitted per month basis clearly mentioning the calculation of GST separately.

Superintendent
Calcutta University Press