



UNIVERSITY OF CALCUTTA

Office of the Deputy Registrar
Darbhanga Building
87/1, College Street
Kolkata—700073

NOTICE INVITING QUOTATION

Deputy Registrar on behalf of University of Calcutta invites sealed tender from reputed vendors for the following work

1.	N.I.Q. No.	DEA-713	Dated 29.05.18
2.	Name of Work	Binding of Student's Registration & Migration Forms at R.O. (Hall), 1st Floor, Darbhanga Bldg., University of Calcutta during the F.Y. 2018-19.	
3.	Estimated Cost	-----	
4.	Earnest Money	5% of the quoted Amount to be submitted by Bank Draft in favour of University of Calcutta in sealed bid.	
5.	Time of Completion	Within 3 months from the Date of Work Order	
6.	Eligibility Criteria	At the time of application the bidder should submit the following documents: 1. GST, PAN, Trade License, P. Tax Challan 2. Credential for last 3yrs. of similar nature of work 3. The applied rate should be Inclusive of all Govt. Taxes, Labour Welfare Cess, Carriage Charges and also loading and unloading charges etc. complete. 4. The Sealed bid to be submitted into drop box kept in the office of the University Engineer. 5. The sealed bid will be opened in the presence of participant Bidders at the office of the University Engineer, C.U. and before the members of the Tender Committee. 6. The BOQ to be downloaded from the Website of C.U. (www.caluniv.ac.in)	
7.	Last date of receipt of application for quotation	N.A.	
8.	Last Date of Sale/issue of quotation papers	N.A.	
9.	Last Date and Time of quotation Submission	Up to 6 th June 2018 (up to 1.00PM)	
10.	Date and Time of quotation Opening	On 6 th June 2018 (3.00PM)	

N.I.T. / N.I.Q. No. should be written on the envelope otherwise tender will not be consider valid

For Details enquiry & further correspondence feel free to contact the Deputy Registrar C.U. or The Office of the Registrar's Hall at any working day between 11.00 am to 4.00 pm.

The undersigned reserves the right to reject any or all Tenders without assigning any reason whatsoever.

Deputy Registrar C.U.

Pro-forma of the BOQ

Slno	Description the Item	Forms(Qty.)	Unit	Rate	Amount
01	Binding of Registration & Migration Forms. (Per book will contain 300 forms / Pages). The Size of the pages is 12" x 9".	4,50,000	Each Book		

**Signature of the Agency
with Seal**

Deputy Registrar, C.U.