

LAL BABA COLLEGE

B+ NAAC ACCREDITED COLLEGE
(Affiliated to the University of Calcutta)
ESTD. - 1964



117, Grand Trunk Road,
Belur Math, Howrah
Phone : 2654-6289

Ref.....

Date.....201

16.8.17

Tender Notification No. Ex-464/Tender/(Printing)/17-18 dtd. 16.8.17.

Quotations are invited under sealed envelope from competent bidders/suppliers/vendors under different categories for supplying the following Printing items of Students' Fees Book, Library Card along with Jacket, Students' Attendance Register, Teacher & Staff Attendance Register, in strict confidence. A drop-box has been provided in the Principal's Room where the said quotations should be dropped during the college hours within 10 days from the date of uploading Tender in the college website and College Notice Board. The supply must adhere to the **specification**, mentioned below against each item. Quotation should be given in the following proforma. **The bidders are required to come to the college for having exact idea from samples before dropping quotations.** Each quotation should be attached with sample of Board/Paper/Card/Jacket/Rexene/ lining as required.

Further to mention that the College Authority reserves the right to accept and/or reject any quotation(s) without assigning any reason.

-: Items to be quoted:-

Sl. No	Items:	Specification:	Qty.	Quoted Price per Unit	Delivery Charges	GST: (if any)
1)	Students' Fees Book	Paper Board containing 4 pages including Cover (front & back) – Printing on all pages & Cover in Blue & Black ink with cloth lining. (22 cm. X 14 cm.) (As per Sample available in College).	3000 pcs.			
2)	Library Card & Jacket :	Paper Board of both sides printing : (i) Home-Issue Card : Blue Coloured - (Measurement: 13.5 cm x 8.5 cm) (ii) Reading Room Card : White – (Measurement: 13.5 cm x 8.5 cm) (As per Sample available in College). (iii) Transparent Synthetic Jacket used for above card holders -- (As per Sample available in College).	3000 pcs. 1500 pcs. 4500 pcs.			
3)	Students' Attendance Register	Board Cover with labeling on top & cloth lining, containing 12 months' record in specific proforma. (As per Sample available in College).	250 pcs.			
4)	Attendance Register :	Full Rexene binding with leather lining- both side printing & labelling on the top. (As per Sample available in College). [40 pgs. Per month x 6 months = 240 pages for one Register].	Four (4) Registers			
	i)Whole-time Teachers –	Full Rexene binding with leather lining- both side printing & labelling on the top. (As per Sample available in College). [24 pgs. Per month x 12 months = 288 pages for one Register].	Two (2) Registers			
	ii)Part-time Teachers –	Full Rexene binding with leather lining- both side printing & labelling on the top. (As per Sample available in College). [12 pgs. Per month x 12 months = 144 pages for one Register].	Two (2) Registers			
	iii)Non-teaching Staff –	Full Rexene binding with leather lining- both side printing & labelling on the top. (As per Sample available in College). [12 pgs. Per month x 12 months = 144 pages for one Register].	Two (2) Registers			
	iv)Contractual Staff --	Full Rexene binding with leather lining- both side printing & labelling on the top. (As per Sample available in College). [12 pgs. Per month x 12 months = 144 pages for one Register].	Two (2) Registers			

Processed & Verified
Bursar
LAL BABA COLLEGE 16/8/17

Principal
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