



The University of Burdwan  
Burdwan 710 104  
West Bangal  
Burdwan University Press  
Phone No-0342-2634975

**Notice Inviting for binding of B.U. Diary-2020**

Tender No. SBUP/06/2019-2020

Date: 2<sup>nd</sup> December' 2019

Sealed quotation is hereby invited from the competent bonafied & resourceful vendors for binding rates of the University Diary 2020 as following specifications:

Finished Size: 10.3 cm x 14.5 cm, Qty: 2900 copies. Section sewing, hard board rexine jail binding with gold foil printing on top and rounded spine of each Diary. Delivery to be made of finished Diary at our General Store department B.U.

The entire quantity of printed materials would be lifted from our B.U. Press and on complications of the binding works it should be delivered at B.U. Rajbati at your own risk & cost within 07 days after receiving the work order.

**Terms & conditions:**

- Rates quoted should be valid for acceptance for at least 6 months from the date of submission to the office of the University.
- The University is not bound to accept the lowest rate and reserve the right to accept or reject any or all the quotation without assigning any reason whatsoever.
- The University will not accept any substandard articles under any circumstances. Certificates of the recipient on the challan must be obtained. The corresponding challan must be placed in the central store for necessary stock certification.
- The supplier shall submit bill in printed form, in triplicate duly completed in all respects.
- Payment due to the supplier will be made through the R.T.G.S. direct to the party bank account.
- All taxes and other charges must mention clearly.
- The vendors must up to date documents relating to a) Trade Licence, b) P.Tax, c) Income Tax and d) GST
- The quotation must be submitted to Superintendent Press (member convenor), department of Press, The University of Burdwan. Rajbati, Burdwan- 713 104
- The last date of submission of the quotation is 10.12.2018, 1p.m.

*Chanda P.*  
Superintendent Press  
(Member Convenor)