

# Tender No: P 9/2019-20 Dated 19.09.2019

## Procurement of Students' Register: Academic and Payment

Please submit quotation as per tender specifications mentioned below for the procurement of Students' Register in Seth Anandram Jaipuria College, Kolkata.

SL. No.	Items	Specification	Quantity
1	Students' Register : Academic and Payment]  <b>B.Com Course</b>	<b>Register : Size-17" X 13.5</b> <ul style="list-style-type: none"><li>• Paper – Ledger Paper 95gsm [ west coast]</li><li>• Binding – Rexene Canvas Collar with page number both side]</li><li>• No. of Leaf 105 [210 pages]</li><li>• Single Colour printing both sides [blue]</li><li>• Capacity – 3 to 5 yrs. Admitted students</li></ul> <b>Product should be made good quality material</b>	<b>15</b>
	<b>B.A/B.Sc. Course</b>	<b>Register : Size_17" X 13.5</b> <ol style="list-style-type: none"><li>1. Paper – Ledger Paper 95gsm [ west coast]</li><li>2. Binding – Rexine Canvas Collar with page number both side]</li><li>3. No. of Leaf 105 [210 pages]</li><li>4. Single Colour printing both sides [blue]</li><li>5. Capacity – 3 to 4 yrs. Admitted students</li></ol> <b>Product should be made good quality material</b>	<b>30</b>

### TERMS AND CONDITIONS

1. The product and service should cover warranty of at least 5 yrs.
2. The proforma will be available in the college from Sri Abhijit Chatterjee, Librarian, on weekdays from 19-26 September, 2019 between 3-5pm.
3. The product including features should be strictly followed by the vendors.
4. The vendor should quote per item including all taxes and transportation. The quantity procured will be depending upon the requirement.
5. **Product to be completed within 3 weeks after issue of work order.**
6. Parties/firm must have sufficient experience in the field. Vendor must submit photocopies of valid, current & relevant Trade License ,GST Registration Certificate, PAN Card, etc, along with the quotation
7. Terms of warranty and Payment schedule should be clearly mentioned in the quotation  
"Procurement of Students' Register: Academic and Payment Matter" must be super scribed on the envelope containing the quotation

8. Period and time: Tender related physical visit/query, if required: **19<sup>th</sup> September to 26<sup>th</sup> September, 2019** on working days only from 2 PM to 4.P.M
9. The College authority reserves the right to accept or reject any quotation(s) without assigning any reason.
- 10.** Tender should be addressed to the **PRINCIPAL, S A JAIPURIA COLLEGE** and to be submitted to the Librarian, Sri. Abhijit Chatterjee, S A Jaipuria College within **26<sup>th</sup> September at 5 pm.**