

Ref. No. DGC/TN/04/2024

Date: 01/02/2024

**NOTICE INVITING QUOTATION**

Sealed quotations are invited for printing and binding of items as furnished in the following **Annexure-I** to reach the College office on or before the due date under the terms and conditions as stipulated below. The tenderers shall remain present at the time opening of tender.

**Annexure-I**

Sl. No.	Specification	Quantity (Copies)	Rate Offered (₹)
1	For Magazine: • 72 pages book, 80 gsm Maplitho paper (super print), • 8 pages multi colour print art card on 180GSM 9one side print and paste) • 4 pages cover print multicolour on 300 GSM art board and gloss lamination. • Perfect binding. • All necessary pages design with two times proof reading.	3000	

**Terms & Conditions:**

- Quotations should be submitted in a sealed envelope with superscribed **NIQ NO. & DATE**.
- Quotations should be submitted at the "Tender Box", Domkal Girls' College Office, P.O. Domkal, Dist. Murshidabad, Pin-742303 within the stipulated date and time. Quotations received after the due time will be rejected.
- The quoted rate should be inclusive of all Govt. charges and taxes, GST, and transportation cost.
- All admissible taxes and charges as per Govt. rules will be deducted from the total bill amount where applicable.
- The rate should be quoted separately for each item in the quotation in figures and in words.
- In quotation, details specification of said items should be mentioned clearly.
- Quotations shall be valid for at least six months from the date of opening of the quotation.
- The Work Order/ Supply Order will be awarded to the **Lowest (L1) valid Bidder**.
- The successful tenderer will have to supply the genuine items as per specification of supply order.
- No advance payment will be released and no damage charges will be borne by the college.
- The college Authority reserves the right to accept or reject any tender or cancel the tender notice at any time without assigning any reasons.
- The payment will be released after satisfactory completion of the work/ supply.
- Last date for submission of Quotation 08/02/2024 at 2:00 p.m.** and the Quotations will be opened on **08/02/2024 at 2:30 p.m.** If the scheduled date and time of opening the tender is to be postponed due to unforeseen events, the same will be opened on the next working day or any day fixed by the authority.
- Documents to be enclosed with the Quotation:** Self attested photocopies of Trade License, PAN Card, IT return, GST RC, Credentials if any, and Quotation to be given Bidder's official letter head.

Principal

Domkal Girls' College

Convenor

Purchase Sub-Committee, Domkal Girls' College

Ref. No. DGC/TN/04(9)/2023

Date: 01/08/2024

**Copy forwarded for kind information and with a request for wide publication to:**

- Sub-Divisional Officer, Administrative Building, Domkal, Murshidabad, Pin-742303
- Administrator, Domkal Municipality, Domkal, Murshidabad, Pin-742303
- Block Development Officer, Domkal block, Domkal, Murshidabad, Pin-742303
- Inspector-in-Charge, Domkal Police Station, Domkal, Murshidabad, Pin-742303
- Postmaster, Domkal Sub-Post Office, Domkal, Murshidabad, Pin-742303
- President, Governing Body, Domkal Girls' College, Domkal, Murshidabad, Pin-742303
- Convenor, Finance Sub-Committee, Domkal Girls' College, Domkal, Murshidabad, Pin-742303
- Notice Board at Domkal Girls' College, Domkal, Murshidabad, Pin-742303
- System in-Charge, for wide circulation on the website: [www.domkalgirlscollege.ac.in](http://www.domkalgirlscollege.ac.in)

Principal

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Domkal, Murshidabad

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