

# Serampore College

09, William Carey Road, Serampore, Hooghly, West Bengal, 712201

## Faculty of Arts-Science-Commerce

### NOTICE INVITING QUOTATIONS

Ref-Tender/SC/2022-23/32

Date: 25<sup>th</sup> July, 2022

Sealed quotations are invited mentioning for the following job(s)/materials for **Publication of College Magazine**. The quotations are to be dropped in the assigned box in the Principal's Office on or before **10<sup>th</sup> August, 2022, 12:00 noon**. The quotations are to be opened at 1:00 P.M. in the Principal's Office on the 10<sup>th</sup> August, 2022 (depends on the availability of the competent authorities). Interested legitimate parties are welcome to attend. All quotations should include taxes as applicable. Submission of PAN card and GST Certificate (if applicable) of taxable entity is mandatory on the time of submission of quotations and bills. **GST registered vendors will get preference**. This notice is also published on our website. i.e., <https://seramporecollege.ac.in>

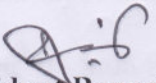
**N.B.:** Concerned authority reserves the right to judge the merit of the quotations and decide accordingly for the issuing work order.

**Description of Work(s):** - Publication of Serampore College Magazine.

Specification of the Magazine;

1. At the Cover Page, there shall be the picture of Main Building.
2. Cover Paper; 300 GSM.
3. Cover Print; Multicolor Offset.
4. Size; A4, 8.25 inches x 11.75 inches.
5. Inside Paper; 170 GSM; Glossy.
6. Inside Print; Color.
7. Lamination; Gloss.
8. Binding; Perfect.
9. Total Pages; 250 approx.
10. Total Copies; 3500 approx.
11. Along with other requirement(s) (if any).
12. With Delivery Charges (if any)

**N.B.:** Vendors can contact (if required) Dr. Sharmita Dhar, Convenor, Magazine Sub-Committee, Serampore College, before submission of quotations.

  
Dr. Bidyut Banerjee  
Vice-Principal (ASC)  
Vice - Principal  
Arts - Science - Commerce Dept.  
SERAMPORE COLLEGE  
Hooghly, W.Bengal





Dr. Vansanglura  
Principal & CEO

Principal  
Serampore College  
Serampore : Hooghly  
West Bengal : 712201



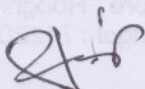
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### \* TERMS & CONDITIONS:

1. The rate should be quoted both in figure and words. The rate should be inclusive of all taxes and incidental charges. Only one quotation paper will be accepted from each contractor.
2. Before dropping, those intending to submit quotations are requested to inspect the site. No extra charges will be entertained after accepting the quotation. No conditional quotation will be entertained.
3. The payment will be made after successful completion of work subject to availability of fund.
4. Acceptance of lowest quotation is not obligatory and the undersigned reserves the right to accept/reject any or all the quotation/s received at his discretion without assigning any reason whatsoever at any stage.
5. The successful contractor must complete the work within 30 days unless otherwise mentioned. No extension of time will be allowed except in special case. If any contractor fails to complete the work within the stipulated time, the work order issued in his favour will be cancelled without assigning any reason thereof. The undersigned may also proceed to get the balance work completed by any other means including through other contractors. The excess expenditure, if any, due to such a step would be recoverable from the unpaid bills, security deposit of the contractors/vendors. This is apart from any other protective measure. The undersigned may take including black listing of the contractors and forfeiture of earnest money.
6. All works will have to be done according to the specification, design and details approved by the Building Committee concerned and as per directions of the Principal, Serampore College.
7. The successful contractor/vendor will have to abide by the provisions of the West Bengal Contract Labour (Regulation & Abolition), Rules, 1972 as will be in force from time to time.
8. The contractor/vendor who does not fulfil any or all of the above noted conditions and submit incomplete quotation, the same will be summarily rejected. The quotation notice will form a part of agreement.
9. All terms and conditions will be followed by PWD rules and norms. Any other information of such relevant matter not included in the notice may be gathered from the office of the undersign in any working days during office hours prior to date of opening of this quotation.
10. Those who have GST Registration will have to submit GST inclusive Quotations and GST Bills (Regular GST or Composite GST as applicable). The taxes and government duties as applicable will be deducted from the bill of the contractor.
11. Quotations will be accepted sent by Post only duly received by the College Administration.
12. Materials: All materials required for the works, if supplied by the contractor should be of the best quality & ISI Marked then approved by college authority.
13. Labour, tools, plants etc.: The contractor shall supply all tools, plants and labour required for carrying out the Work.
14. No damage should be caused to any other college property while the work is done. If any damage is caused, then you will be liable to restore it to its original shape.



**Dr. Bidyut Banerjee**  
Vice-Principal (ASC)

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