



भारतीय समुद्रीय विश्वविद्यालय
Indian Maritime University
(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)
कोलकता परिसर / Kolkata Campus



No.IMU-KC/Printing/19-20

Date: 19.06.2019

Sub: Quotation for printing of Course Material for MEO class- I at IMU-Kolkata Campus through limited tender enquiry.

Sealed quotations are invited towards printing of 240 copies of Course Material for MEO class- I Programme at IMU-Kolkata Campus. Bidders are requested to submit their rates in the following format.

Sl.No.	Details of Work	Quantity	Rate per unit (in Rs.)	Applicable taxes per unit	HSN Code	Total rate per unit(including taxes)	Total Amount(Rs.)
A	B	C	D	E	F	G=D+E	H= C X G
1	Printing Course Material for MEO class- I of 75 GSM spiral Bound 47 pages. External cover 1 yellow page front + 1 thin transparent on top & 1 opaque sheet (back side)	240 nos.					

Terms and conditions:

1. Bidders are to quote their rates strictly as per above format in their letter head with official stamp and signature.
2. The rates quoted should be inclusive of delivery but excluding taxes which should be stated separately as mentioned above.
3. Items should be delivered within 1 week of placing order.
4. Rates quoted should be valid for a period of three months from the last date of submission of quotation. IMU-KC may place further orders during the said period depending on requirements.
5. Bidders are to check the samples of the above item by contacting Shri Anurag Mall, Assistant Registrar at IMU-KC during 10.00 hrs & 16.00 hrs on working days.
6. Actual Quantities may vary (+/- 15 %) as per requirement.
7. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may de-bar such firms from future participation.
8. IMU-KC reserves the right to split the order between different bidders.
9. Last date of submission of quotation is 25.06.2019
10. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for printing of course material" and deposit the same addressing to the Director at Indian Maritime University, Kolkata- 700088.
11. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.


Anurag Mall
Assistant Registrar