

GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
KALYANI GOVERNMENT ENGINEERING COLLEGE
KALYANI - 741 235; NADIA

Enquiry No. KGEC/BG/Lib./2016-17/1325

Date : 04.11.2016

To
All Interested Bidders

Sub : Quotation (2nd time) for book processing works of Library

Sir,

Sealed Quotations are invited from the Service Providers/Dealers/Agents/Vendors for book processing works of Library as per details given below:

Sl. No.	Name of the item	Quantity
01	Book processing works to be done with accessioning, stamping, labeling, pasting, cataloguing, classifying, data entry, barcode generation and pasting on books, shelving etc and ready for circulation. The stationery items and library software may be supplied by the client organization. Rate should be quoted on Turnkey basis.	1230 Nos.

The quotations should reach the office of the Principal of the college latest by 18.11.2016 at 14.00 hours.

TERMS & CONDITIONS

1. Quotations are to be submitted as per above given format. All rates quoted should be inclusive of all taxes, levies & duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy at a later stage will not be entertained.
2. Transportations, Packing, Forwarding and Insurance Charges, if any, to be borne by the respective agent/vendor/service provider/company.
3. Materials & accessories supplied/used should be as per specification and of approved quality, approved by authorized Officer of Kalyani Govt. Engineering College.
4. The works to be completed up to 4:00 p. m.
5. No advance payment can be made.
6. The work should be completed within 45 days
7. Bills in Triplicate alongwith the receipt challans should be presented for payment within 15 days of supply.
8. The Order No. is to be noted on both Challan & Bill.
9. All bills are to be accompanied by Order Copies and Original Challan Receipt.

Sd/-
Principal

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Date: 04.11.2016

Copy for necessary circulation please –

1. The Sub-Divisional Officer, Kalyani, Nadia
2. The Executive Officer, Kalyani Municipality, Kalyani, Nadia
3. The Station Manager, Kalyani Ghoshpara, Kalyani, Nadia
4. The Station Manager, Kalyani Main Station, Kalyani, Nadia
5. The Registrar, KGEC and with a request to upload it in the college website
6. The Librarian, Kalyani Govt. Engg. College, Kalyani, Nadia
7. The Accounts Officer, Kalyani Govt. Engg. College, Kalyani, Nadia
8. The Store Officer, Kalyani Govt. Engg. College, Kalyani, Nadia

Principal
Principal
Kalyani Govt. Engineering College
Kalyani-741 235; Nadia, W. B.