



NAKSHALBARI COLLEGE

A Govt. of West Bengal Aided General Degree College Recognised by The U.G.C. U/S 2(f) & 12(B) of U.G.C. Act. 1956

DR. SAVITA MISHRA

Affiliated to the University of North Bengal

M.Sc., M.A., M.Ed. (University Medalist),
Ph.D., M.Phil, NET, SET, LEW (Cambridge)
Principal

ESTD : 2008
NAAC Accredited (Grade-B)

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Ref. No. Quo/nr/26/11

Date 10/09/21

TENDER NOTICE / 10.09.2026

Tender Notice No.: Quo/nr/26/11

Date: 10/09/21

Sealed quotations are hereby invited from reputed and eligible printing agencies/vendors for the printing and supply of 200(6 leaves 100 Nos+3 leaves 100 Nos) Nos. of Students' Attendance Registers for class attendance in the College.

Specification of the Attendance Register :

Sl. No.	Pages	Size	GSM	printing	Printing colour	Front Cover	Qty
1	Inside 6 leaves & Half Page= 14 pages.	Legal size	65 Gsm	As per approved format/design supplied by the College.	Black & White	Blue Hard Chart Board (160 GSM)with Strong and durable binding.	100 Nos
2	Inside 3 leaves & Half Page= 6 pages.	Legal size	65 Gsm	As per approved format/design supplied by the College.	Black & White	Blue Hard Chart Board (160 GSD)with Strong and durable binding.	100 NOS
Total =							200 Nos

Terms & Conditions:

1. The quoted rates shall be inclusive of all taxes, transportation, printing, binding, loading/unloading, and delivery charges.
2. The successful bidder shall complete the supply within 7 (seven) days from the date of issue of the Work Order.
3. The College reserves the right to accept or reject any or all quotations without assigning any reason.
4. Payment will be made after successful delivery, inspection, and acceptance of the materials.
5. The lowest responsive bidder (L1) will normally be considered for the award of the Work Order, subject to fulfillment of all terms and conditions.
6. The vendor shall provide the sample/proof of the register for approval by the College before undertaking bulk printing.
7. The sealed quotation should be submitted to the College Office in an envelope superscribed: "QUOTATION FOR PRINTING AND SUPPLY OF STUDENTS' ATTENDANCE REGISTERS"

Signature
10/9/2021

PRINCIPAL

Principal
Nakshalbari College
P.O. Naxalbari, Dist. Darjeeling