



BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, Bankura Block-II, P.O.: Purandarpur,

Dist.: Bankura, Pin- 722155, West Bengal

Office of the Registrar

No: RO/BKU/107/2023

Date: 06/02/2023

Tender Notice

Sealed quotations are invited from the reputed Vendors, Registered Firms and Publishers for Design of Bankura University Information Bulletin.

The quotations are to be submitted to the Registrar, Bankura University, Bankura Block-II, P.O.- Purandarpur, Bankura, Pin- 722155. Last date of submission of quotation is on 13.02.2023 up to 3.00 p.m.

Eligibility criterion of participation in the tender:

- Bonafide, resourceful and reliable Vendors/ Publishers.
- An undertaking should be given stating thereby that the firm has not been debarred or penalized for any reasons out of work by any Government Department.
- Subletting of suppliers is strictly prohibited.
- The prospective bidders must have valid upto date clearance of Income Tax return / Professional Tax clearance certificate / P.T (Deposit Challan) / PAN Card / GST registration certificate.
- The prospective bidders must have valid Trade License/ Enlistment.
- The suppliers who have been delisted or debarred by any government department shall not be eligible in any way.
- Past performance for vender will be judged (please attached three largest clients other than the Bankura University).
- Rate is to be inclusive of all taxes and transport charges etc.
- The rates will be valid upto 31.03.2023.
- The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.
- A sample of high-quality work should be submitted along with the quotation to show if it matches the need of the university
- A certificate showing similar nature of work in Academic Institution should be furnished.
- Delivery should be given within 3 days from the date of issuance of work order. No extension will be granted under any circumstances.**

Statement showing the Specifications for Design of Bankura University Information Bulletin:

Sl. No.	Name of the Item	Specifications
1.	Design of Bankura University Information Bulletin	Finished Size: 7.5" X 10.5", inner pages 4/4 colour printing on Matt/Gloss art paper along with cover page 4/4 colour printing. Text and Pix Material will be supplied by the University.

	<p><u>Issues to be kept in mind while designing:</u></p> <ol style="list-style-type: none">1. Entire visualization, typesetting, layout, copy-editing, proof correction and design needs to be done in consultation with university officials.2. The number of inside pages will in no case exceed 80 pages.3. Final approval required from University authorities before delivery.4. Design to be delivered as .pdf files along with the corresponding main files of Coreldraw/Photoshop/in Design etc. absolutely ready to print.
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**Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University**

Memo No. RO/BKU/107 /01(05)/2023

Date: 06/02/2023

Copy Forwarded to:

1. The Finance Officer, Bankura University.
2. System Administrator, Bankura University with a request to upload the notice in the university website
3. Central Store, Bankura University
4. Office Notice Board.
5. Guard file

**Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University**