



चरैवेति चरैवेति

# SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)

(1948)

Degree & P.G. College (Affiliated to the University of Calcutta)

Re-Accredited with "B" Grade (2.50/4.00 CGPA) by NAAC

Date: 14-06-2019

## TENDER NOTICE

Sealed quotations, super-scribing "Tender for Printing & Supply of UG Students' Identity Card" of Shibpur Dinobundhoo Institution (College) are invited and addressed to the Principal, Shibpur Dinobundhoo Institution (College), Shibpur, Howrah, should be submitted in **Drop Box** kept at the Office of the Principal **by 3 p.m. of 24<sup>th</sup> June, 2019**. The all-inclusive rate (including Delivery Charges) should be quoted as per the following format:

Description of Work (Printing of Identity Cards, with Specifications)	Number of Identity Cards to be Printed	Rate for each such Printed Identity Cards *	Quotation of Total Cost*
<p><b>1. Card</b> Standard size (Sample Size will be provided by the College) of good quality strain free non breakable glossy PVC card laminated on both the sides having rounded corners with back ground as per sample</p> <p><b>2. Card Holder</b> Good quality PVC made having blue colour</p> <p><b>3. Identity Card Holder Lace</b> Navy blue colour with Shibpur Dinobundhoo Institution (College) Embossing of suitable length</p> <p><b>4. Printing of Identity Card</b> Legible printing, visible from distance in the prescribed format as supplied</p> <p><b>5. College LOGO</b> College Logo Must be printed on the Card.</p>	1500 pieces		

\*Rate should be given with GST and without GST as per above format.

Collection and Entering / Feeding of Information / data

- The SAMPLE format of Identity Cards will be supplied by College Authority.
- Data/Information will be provided by College Authority in MS Excel/Word format.
- Final draft copy of the Identity Cards of every student should be checked /verified by the concerned Dealing Assistant.
- The printed Identity Cards as per specifications must be delivered within 15 (Fifteen) Days from the date of issue of Work Order.
- The soft copy of the Identity Cards must be submitted to the college at the time of delivery.
- Data/Information to be provided by College Authority for the printing of Identity Cards will be the property of the college and under no circumstances it should be stored (neither physically or Electronically) by the bidder after delivery of the Identity Cards.

*Manidut Chandra*

**Principal**

SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)