



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

Memo No :136/SDBI/ID Card/Quotation/2022

Date: 12-11-2022

Notice Inviting Tender

for Printing & Supply of Students' Identity Card Semester I III V 2022-23

Sealed quotations are invited from prospective bidders for the above-mentioned subject.

➤ Description of Work (Printing of Identity Cards, with Specifications)

	Approximate Number of Identity Cards to be Printed	Quotation (Rs.) for ONE such Printed Identity Cards (including GST)	Quotation (Rs.) for TOTAL No. of Printed Identity Cards (including GST)
1. Card Standard size of good quality strain free non- breakable glossy PVC card laminated on both the sides having rounded corners with back ground as per instruction of the college authority. 2. Card Holder Good quality PVC made having blue colour 3. Identity Card Holder Lace Navy blue colour with Shibpur Dinobundhoo Institution (College) Embossed on it of suitable length 4. Printing of Identity Card Legible printing, visible from distance in the prescribed format as per instruction of the college authority. 5. College LOGO College Logo Must be printed on the Card.	Semester-I 1100 pieces		
	Semester-III 1100 pieces		
	Semester-V 1100 pieces		
GRAND Total Quotation amount including GST			

➤ **LAST Date of Submission of Quotation: 19-11-2022**

- Sealed quotations addressed to the Principal, Shibpur Dinobundhoo Institution (College) should be submitted in **Drop Box kept at the Main Entrance** of the college within **19-11-2022, 5 p.m.** Quotation by post/courier will NOT be considered.
- The **SAMPLE Identity Card** must be submitted along with the quotation.
- Data/Information will be provided by College Authority in MS Excel/Word format.
- Final draft copy of the Identity Cards of every student must 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 nor Electronically) by the bidder after delivery of the Identity Cards.

Mandita Chandra

Principal

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