



# भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

(केन्द्रीय विश्वविद्यालय, भारत सरकार / A Central University, Govt. of India)  
कोलकाता परिसर / Kolkata Campus

No. IMU-KC/Printing/18-19

Date: 06.09.2018

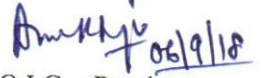
Sub: Quotation for Drawing Sheets for use of Cadets at IMU-Kolkata Campus

Sealed quotations are invited towards drawing sheets for use of cadets at IMU-Kolkata Campus. Bidders are requested to submit their rates in the following format:

Sl. No.	Description of Items	Quantity	Rate per unit (in Rs.)	Applicable Taxes per unit	HSN Code	Total rate per unit (including taxes)	Total amount (Rs.)
A	B	C	D	E	F	G = D+E	H = C x G
1	Drawing Sheet Size: 76cm. x 56 cm. Paper Quality: 140 GSM Make: Bilt or Equivalent	30 pkts. (250 sheets in each packet)					
Total							

## Terms & Conditions:

1. Bidders are to quote their rates strictly as per above format in their letterhead with official stamp and signature. Sample should be provided with the quotations.
2. The rates quoted should be inclusive of delivery but excluding Taxes which should be stated separately as mentioned above.
3. The bidder should submit the GST certificate.
4. Items should be delivered preferably within 2 (two) weeks of placing order.
5. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
6. Bidders are requested to check the samples of the above item, if required, by contacting Shri S. N. Hansda, Storekeeper of IMU-KC during 10:00 Hrs & 16:00 Hrs on working days.
7. IMU-KC reserves the right to split the order between different bidders in case of tie.
8. Last date of submission of quotation is 20.09.2018.
9. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Drawing Sheets".
10. The envelope should be addressed to the Director, Indian Maritime University, P – 19 Taratala Road, Kolkata — 700 088 and deposited in tender box kept at Dy. Registrar's office (1<sup>st</sup> floor, Room No. 130) or can be sent by the post. Quotation not superscribed will be rejected.
11. The envelopes are to be sealed properly with gum and not by stapler pin.
12. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.
13. The criteria for selection will be on the basis of quality and cost as well. Merely lowest quote not guarantee the award of order.

  
O.I.C. - Purchase