



भारतीय समुद्रीय विश्वविद्यालय Indian Maritime University

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

No. IMU-KC/Misc./18-19

Date: 12.09.2018

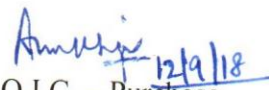
Sub: Quotation for Lamination of PI Practice Manual at IMU-KC

Sealed quotations are invited for Lamination of Poster of UK P&I Club at IMU-Kolkata Campus. Bidders are requested to submit their rates in the following format:

Sl. No.	Item	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.	Lamination of Posters of UK P&I Club (Size: A4)	136 nos.					
Total							

Terms & conditions:

1. Bidders are to quote their rates strictly as per above format in their letterhead with official stamp and signature.
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. The work should be completed preferably within 3 (three) 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 Assistant Librarian 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 26.09.2018
9. The quotation is to be submitted in sealed envelope clearly subscribing "Quotation for Lamination of Posters".
10. The envelope should be addressed to the Director, Indian Maritime University, P – 19 Taratala Road, Kolkata — 700 088 and deposited in the tender box kept at Dy. Registrar's office (1st floor, Room No. 130).
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 completion of the work and their delivery.


O.I.C. – Purchase