


Tender Notice
DAC/NIT-07/2021-22, dated 21.03.2022
(College Code: C-11955)

Sealed quotations are invited from interested parties for the following works of Dinabandhu Andrews College:

S/N	Description of work	Quantity	Rate (Rs)
1	Bengali typing (A4 size paper; 1.5 spacing, typing in 10 pt front)	1 page	
2	Flex designing (A4 size)	1 page	
3	Flex designing (legal size)	1 page	
4	Flex designing (A3 size)	1 page	
5	Hand Bill printing (Letter & A4 size)	100 pages	
6	Khata binding (with paper) [10" X 15"] with har binding	100 pages	
7	Khata binding (with paper) [Legal size] with har binding	200 pages	
8	Flex Printing with rings at 4 corners	Per sq. ft	
9	Flex Printing with wooden frame	Per sq. ft	
10	Teachers' Attendance Register (200 pages) [10" X 15"]	One piece	
11	Staff Attendance Register (200 pages) [10" X 15"]	One piece	
12	College Letter Head (silk screen printing on 100 GSM A4 Bond papers)	100 pages	
13	College Letter Head (silk screen printing on good quality Legal papers)	100 pages	
14	Envelope supplying and printing on good quality Brown Paper (4.4" X 10")	100 piece	
15	Envelope supplying and printing on good quality Brown Paper (4.4" X 10")	100 piece	
16	Envelope supplying and printing on 100 GSM Bond Paper (4" X 10")	100 piece	
17	Envelope supplying and printing on 100 GSM Bond Paper (4" X 10")	100 piece	
18	Printing of different papers (7" X 10") 85 GSM Bond Paper with perforations (1+1) printing [second printing on white maplitho) with binding	100+100 pages	
19	Printing of different papers (A4) 85 GSM Bond Paper with perforations (1+1) printing [second printing on white map litho) with binding	100+100 pages	
20	Binding of important documents (work to be done in the college and no documents can be taken out of the college) [A4 size]	100 to 200 sheets	
21	Binding of important documents (work to be done in the college and no documents can be taken out of the college) [Legal or bigger size size]	100 to 200 sheets	
22	Writing Pad/Note Sheet	100 pages	
23	Sticker Printing (A4)	1 page	

Tenderer should submit the Tender after entering the RATE against the 'works' and submit latest by 6th April, 2022. Tenders will be opened on 8th April, 2022 at 1-00 p.m. preferably in presence of the Tenderers.

The Tender Paper must be submitted in hard copies physically to the college office (to be put in the Tender Box) along with (1) PAN, (2) AADHAR, (3) Copy of the valid Trade License, and (4) A cancelled Bank Cheque.


 Principal
 Dinabandhu Andrews College
 P.O.-Garia, Kolkata-700 084
 West Bengal, India

Principal
Dinabandhu Andrews College
 Dated 21.03.2022