



# **Baruipur College**

Baruipur, South 24 Paraganas

## **Notice Inviting Tender**

Memo No. : BC/Q/7/17

Dated : 5/05/2017

**Sealed quotations are invited from reputed firms/ vendors for the following items for the library at Baruipur College:**

**1. Catalogue Card Cabinet: (1 Qty.)**

- 12 drawers according to sample catalogue card
- Front to back length of each drawer --17.5 inch
- Made by teak

**2. Journal Display Rack: (1 Qty.)**

- Size: 76x36x14 inch.
- 12 Nos Journal space with back volume structure.
- Made by W/P Ply sunmaica pesting

**3. Book Trolley: (2 Qty.)**

- 3 ft height with 3 shelves. Gap between two shelves—16 inch
- Made by steel

**4. News Paper Stand: (1 Qty.)**

- Height 5ft , width 2ft with 5 trays (13x11inch)
- Made by Steel



### **CRITICAL INFORMATION**

**Last Date for Submission of Tender: 12 May 2017 (within 4 PM)**

**Address of Procurement officer:**

The Principal,  
Baruipur College, P.S. Baruipur,  
South 24 Paraganas. PIN- 743610

**Principal**  
Baruipur College

## **INSTRUCTIONS TO BIDDER**

1. The bid should be valid for a minimum of 7 days from the date of submission of bids. The college authority may ask the bidders to extend the period of validity.
2. Any hidden cost which is later disclosed by the bidder will not be entertained and should be borne by the bidder itself ensuring business continuity and effective implementation of the initiative.
3. The supply of the materials should start within 3 days of receiving the purchase order.
4. In case of any discrepancy between rates mentioned in figures and words, the later shall prevail. If there is any discrepancy between the Unit Price and the Total Price, the Unit price will prevail.
5. If the materials supplied by the accepted bidder are not as per the specified specifications as mentioned in the tender document, the college reserves the right to reject them & close the contract.
6. Any bid received by the tendering authority after the deadline for submission of bids prescribed by the Tendering Authority, will be rejected and/or returned unopened to the bidder.

**Principal**  
Baruipur College