

UNIVERSITY OF NORTH BENGAL

Dr. J. Sen
Controller of Examinations
(Officiating)



ENLIGHTENMENT TO PERFECTION

0353-2776365
0353-2699283
P.O.: North Bengal University,
Raja Rammohunpur,
Dist.: Darjeeling,
West Bengal, India,
Pin: 734 013.

Ref. No.: 5466/B.../CE-2016

Date: 08/12/2016

NOTICE INVITING QUOTATION

Quotations are invited in the following format for the stationery items and stores as mentioned. The quotations in sealed cover are to be submitted within 16th December, 2016 by 5:00 p.m. at the address mentioned below. The sealed quotations shall be opened in the office of the Controller of Examinations, University of North Bengal on 19th December, 2016 at 2:30 p.m. The vendor or his representative with proper identity proof may be present at the time of opening the quotations. The quotation should be duly signed with the official seal of the vendor. Quotations submitted without VAT / CST / GST / PAN No. shall be summarily rejected.

Yours Sincerely,

J. Sen 8.12.16

Controller of Examinations
(Officiating)

Advt. No. 128/R-16 dt. 09.12.2016

FORMAT FOR QUOTATION

Name of the Vendor :
Address :
Phone No. / Mobile No. :
VAT Registration No. :
CST Registration No. :
GST Registration No. :
PAN No. :
Validity period of the quotation :

Sl. No.	Description	Quantity	Rates (Rs.)	Taxes if any	Amount Rate × Qty + Tax(s)
1	Cloth Envelope (10" × 12")	2,500 Pcs.			
2	Cloth Envelope (12" × 16")	2,500 Pcs.			
3	Xerox Paper (A4) (75 GSM)	100 Ream			
4	Xerox Paper (FS) (75 GSM)	75 Ream			
5	Brown Envelope (9" × 4")	10,000 Pcs.			

Total Amount (in words)

Address for submission of the quotation:
The Controller of Examinations,
University of North Bengal,
P.O.: North Bengal University,
Dist.: Darjeeling, Pin: 734 013.

Signature of the Vendor
(with official seal)