



MANIKCHAK COLLEGE

(Affiliated to the University of Gour Banga)

ESTD. 2014

POST: MATHURAPUR, DIST. : MALDA, PIN : 732203

Ebsite : www.manikchakcollege.com // email : manikchakcollege@gmail.com

Phone : 03513-283048

Ref. No. *F-20/761/19*

Date *02/08/2019*

Sealed 'Quotations' are invited from reputed vendors/ distributors /library book suppliers in India for supplying books for Manikchak College Library. Interested vendors/distributors/library suppliers specifying percentage of rebate on the printed price of the following books may submit the quotations along with one copy each of the requisite documents addressing the Principal, Manikchak College, PO: Lalbathani, Dist. Malda – 732 203, West Bengal, India or directly submit the requisite documents in the Quotation Box available in the College Office between 11am to 3pm. Brief and tentative details of the number of books to be supplied per Department is mentioned in the table below:

SI No.	Department	No. of Books
1	Bengali	51
2	English	65
3	Education	21
4	History	34
5	Political Science	07
6	Sociology	08
7	Philosophy	27

Last Date for Submission of Quotation: 09.08.2019 up to 13:00 hrs.

The Quotations will be opened in presence of willing agents in the Principal's Chamber by members of the Finance Committee on 09.08.2019 at 15: 00 hrs.

The detailed department-wise list of books is available and may be downloaded from the college website www.manikchakcollege.com through the link- Detailed book list 7 departments.

The quotations must be typed on their own letterhead and submitted the same in sealed envelope with superscription on the top "Quotation for Supplying Books". Edition & Year of publication of books must be latest and it must be noted in the quotation.



Dr. Aniruddha Chakraborty
02/08/19
Dr. ANIRUDDHA CHAKRABORTY
Principal
MANIKCHAK COLLEGE, MALDA



सा विद्या या विमुक्तये

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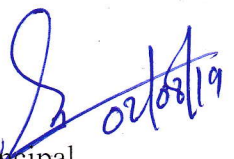
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Terms & Conditions:

1. The rates should be quoted in accordance with the lists.
2. Bidder should quote i) title with edition and year, ii) the actual unit price in INR, and GST(if any).
3. Minimum **15%** discount must be given for the books supplied (except Govt. publications).
4. Books should be supplied within 21 (twenty one) days from the placement of orders failing which orders are liable to be cancelled and will be given to the next lower bidder.
5. Validity period of quotation must be mentioned.
6. The supplier will remain bound to replace books at their cost within a specified period if the books are found torn, defective or mutilated after unpacking the shipment.
7. The books are to be supplied at the Manikchak College Library, Malda.
8. Latest edition of books already published as on date of supply are to be provided irrespective of the edition mentioned in the book list.
9. By default, paperback editions of books must be supplied.
10. By default, Indian editions of books must be supplied.
11. Invoice(s)/bill(s) are to be submitted department-wise in triplicate (3 copies).
12. The Invoice should bear the firm's IT PAN.
13. A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.
14. Invoice should be raised in favour of The Principal, Manikchak College, Malda, West Bengal.
15. Every price proof should contain seal and authorized signature of the vendor.
16. Proof of Good Offices Committee (GOC) exchange rates having prices in foreign currencies as on the date/month of invoice for the remittance.
17. Institute may take approx 90 days from the date of the ordered Book (s) received for final payment to the vendors/suppliers.
18. The undersigned reserves the right to accept or reject any quotation without assigning any reason.
19. Punitive action will be taken against those who fails to supply at least 70% of ordered books within the supplied time.
20. Number of copies to be ordered will finally be decided by the members of the Library committee and will depend on availability of fund. The final work-order shall contain the details of the same.




Principal

Manikchak College

Dr. ANIRUDDHA CHAKRABORTY
Principal
MANIKCHAK COLLEGE, MALDA