



Office of the Registrar
Kazi Nazrul University
Nazrul Road, Kalla Bypass More, P.O. – Kalla (C. H.)
Asansol – 713340, Dist. –Paschim Burdwan, West Bengal

Ref. No. : KNU/R/EOI/01/2020

Date: 02/01/2020

INVITING QUOTATION FOR DIARY AND CALENDAR

Sealed quotations are invited from reputed vendors for printing and supplying of the Kazi Nazrul University Diary (Executive and Non Executive) and Wooden Stand Calendar for the calendar year 2020.

Sl.	Type	Quantity	Rate	Cost
1	Hand Board binding 1/8 size note book	500 Pcs.		
2	Designing and artwork making with printing of Diary with 130 gsm art paper wrappers (with KNU logo printed)	100 Pcs.		
3	Desktop Calendar with wood stand (designing and artwork making) size 8.5 x 8 inch papers , MontBlanc 270 gsm Fabrication: Wood stand, Wrapped with 130 gsm art paper (with KNU logo printed) Packed box (Duplex board)	100 Pcs		

Quotations must be submitted to the **Kazi Nazrul University**, Asansol Pin - 713340 addressing the undersigned.

Last date of submission of quotation on or before **12/01/2020** upto **04 p.m.** at the office of the **Registrar of the University** at office hours any working days.

Vendors must submit the copy of valid trade license, IT/ST documents and sufficient credential for similar type of job in earlier occasions. In addition, vendors must submit sample of similar printing works done by them in earlier occasions.

University reserves the right of addition/alteration/cancellation of the above specification at the time awarding work order.

*N.B.: Lowest quotation does not ensure any guarantee for awarding work order.
Selection of Vendor is absolutely under University's discretion.*

Sd/-
Registrar (Addl. Charge)