



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
KALYANI, NADIA, WEST BENGAL – 741235**

*(Autonomous institution under MHRD, Govt. of
India & Department of Information Technology &
Electronics, Govt. of West Bengal)*

Tender No. : IITK/Tender/2017/45 , Date: **15th July, 2017**

Name of the Work: Supply of Newspapers/Magazines For the year of 2017-18 by authorised Vendor/Suppliers.

Location of supply: Indian Institute of Information Technology Kalyani, c/o WEBEL IT Park, Room no – 307, Library.

SALE OF TENDER DOCUMENTS: From 15.07.2017 to 29.07.2017 upto 14.00 hrs,

Tender documents can be obtained from IIT Kalyani office, Room no 107. c/o WEBEL IT Park, 14, Adivasi Para, Opposite of Kalyani Water Treatment Plant, Near Buddha Park, Dist. Nadia, P. O Kalyani on all working days (Tuesday to Saturday) from 11:00am to 3:00pm or can be downloaded from IIT Kalyani website: <http://iitkalyani.ac.in/>

LAST DATE AND TIME FOR RECEIVING THE BIDS: 29th July, 2017 at 2:00 p.m.

DATE AND TIME OF OPENING OF BIDS: 1st August, 2017 at 1:30 pm at the same venue.

Sub: Quotation for supply of Newspapers/Magazines For the year of 2017-18.

Dear Sir,

Please let this office know if you can supply the enclosed list of Newspapers/Magazines for the Year 2017-18. If so, please quote maximum discount on the Newspaper/Magazine's price, as per the enclosed list in 'annexure A'. The quotation, which could remain valid for at least 3 months, may be sent in duly wax, sealed cover.

“Quotation should be addressed to the Registrar, Indian Institute of Information Technology Kalyani, c/o WEBEL IT Park, 14, Adivasi Para, Opposite of Kalyani Water Treatment Plant, Near Buddha Park, Dist. Nadia, P. O Kalyani and should reach this institute on or before 29.07.17 up to 2.00 p.m. in sealed envelope super scribed as “Tender no IIITK/Tender/2017/45 dated 15th July 2017 Not to be opened before by 01.08.17 up to 1.30 p.m.”.

It is the responsibility of the firm to ensure timely delivery of quotation. Late receipt of tenders by hand or by any means or by courier will not be entertained. The terms and conditions of the quotation are as under:-

Terms & conditions for supply of Newspapers/Magazines:-

1. All Magazines & Newspapers should reach in time in the IIIT, Kalyani Library without any additional charges.
2. Firm should confirm in writing that they will be supplying all Newspapers/Magazines for the year 2017-18.
3. Firm should confirm in writing that they will be producing the bill every month.
4. Firm should also confirm that they have not quoted anything lower than this to any other institute.
5. The undersigned reserves the right to accept or reject any or all Quotations without assigning any reason.
6. Subscription will be effective from the date of receipt of the first issue of Magazine/ Journal.
7. Vendor will be responsible for the missing issue(s)/ replacement of the missing issue(s).
8. Vendor has to submit the publisher's price list of the subscribed/ renewed Magazine/ Journal along with the bill.

**The Registrar(Offg.)
Indian Institute of Information Technology, Kalyani**

Annexure A

(A) List of Newspapers (Hindi/English) Sr. No.1-07, Daily.

Sr. No.	Newspapers Hindi & English	No. of copies
1	Hindu	1
2	Hindustan Times	1
3	Indian Express	1
4	Times of India	1
5	Economic Times	1
6	Employment News	1
7	Any Hindi News Paper	1
	Total	7

(A) List of Magazines(Hindi/English) Sr. No.1-07 Monthly.

Sr.No.	Magazines Hindi & English	No. of copies
1	Frontline(E)	1
2	India Today (E)	1
3	Digit (E)	1
4	Time (E)	1
5	Yojna(H/E)	1
6	Out Look (E)	1
7	Readers Digest(E)	1
	Total	7

FORMAT OF QUOTATIONS FOR THE NEWSPAPERS/MAGAZINES.

IITK/Tender/2017/45 dated 15th July 2017

Name & Address of Firm: _____

Sir,

I have read your terms/conditions and we quote our rates for quotation of Newspapers (Hindi/English)/Magazines (Hindi/English) for the year 2017-18 as under:-

1. No. of Newspapers: 07(Hindi /English) Rate : _____ Discount: _____
2. No. of Magazines: 07(Hindi/ English) Rate: _____ Discount: _____
3. Proof of identity _____ PAN No.: _____

Yours faithfully,

Signature: _____

Place _____

Name: _____

Date _____

Rubber Stamp/Seal of the firm