



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, KALYANI

Autonomous institution under MHRD, Govt. of India

&

Department of Information Technology & Electronics, Govt. of West Bengal

14 No. Adivasi Para, WEBEL IT Park, Kalyani -741235,

West Bengal, website : www.iiitkalyani.ac.in

Notice Inviting Quotations

for Printing of Degree Certificates and Mark sheets

Ref : IIITK/Enquiry/2021/130

Dated 25.02.2021

Sealed Quotations are invited from bonafide vendors/suppliers/manufactures for the following printing jobs on urgent basis. Vender should be very well familiar with the job. Rates and taxes should be mentioned separately including terms of delivery.

Sr. No.	Description of the works	Quantity	Rate	Amount
1.	Provisional Degree Certificates (as per sample)	65 Pcs		
2.	Mark Sheets (as per sample)	65 Pcs		

The sample of the Certificates and Mark Sheets should be collected from the office of IIIT Kalyani on Monday to Friday from 11.00 am to 4.00 pm.

Quotations are to be submitted in closed sealed cover within 08th March, 2021 4:00 pm and the work & supply is to be completed urgently within 7 days after issuance of P.O. In case of failure to complete the supply in time, order may be cancelled without assigning any reason. Payment will be made by cheque. The IIIT, Kalyani reserves the right to accept and/or reject any or all proposal submitted against this works without assigning any reason whatsoever.

Notes:

1. The rate should be exclusive of taxes.
2. Transportation and installation cost will be borne by the company.
3. Lowest rate offered will not be only criterion of this work. Quality, experience, credential will be given equal importance in this process.
4. The PAN number, GST Number should be mentioned. The clearance/ no dues certificates issued by Income Tax Department shall be attached with Trade license.

Deputy Registrar