



KATWA COLLEGE

(Affiliated to the University of Burdwan)

P.O.: Katwa, Dist.: PurbaBardhaman, West Bengal, PIN- 713 130, India

Ref. No.:63/Badge-Cap-Uttariya/KC/PC/2023

Date: 24th July, 2023

Invitation of Quotation for Badges, Caps & Uttariyas

Sealed Quotations are hereby invited by the undersigned on behalf of the Principal, Katwa College for Supply of Badges, Caps & Uttariyas (With Platinum Jubilee Logo) for the institution as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before **29th July, 2023 (Saturday), 5:00 p.m. (Including holidays)**.

Approximate quantity of each item:

Sl. No.	Name of Item	Pieces
1	Round Badge (BB-58) with platinum jubilee logo of the institution.	4000 pcs.
2	Cap with platinum jubilee logo of the institution.	3000 pcs.
3	Uttariyawith platinum jubilee logo& caption of the institution.	100 pcs.

N.B.: If you have any other quarry then please contact the Principal, Katwa College before the submission of quotation.

Terms & Conditions:

- The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. **Quotation must be dropped in "Quotation Box" located in Administration Block of Katwa College, Katwa.**
- **The quotation shall specify the rate for each item separately.**
- **Rates must be quoted in Indian rupees** and as per the format specified taxes extra if any must be written separately.
- Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.).
- No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- **The rates quoted must be valid for only 30 days minimum (due to emergent requirement)** from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- Payment Terms: Payment will be only after completion of work and after inspection by the Katwa College.
- **The latest / revised item/method shall be used.**
- **In any case any quotation/s may be canceled by the authority without showing any cause.**

Sd/-
Principal
Katwa College