



VIDYASAGAR COLLEGE

ISO 9001:2015 & ISO 14001:2015 Certified

39, SANKAR GHOSH LANE, KOLKATA - 700 006

PHONE : (Principal) - (033) 2241 - 3018 (Office) : (033) 2241 - 4447 (M) 91-8240-204196

Website : www.vidyasagarcollege.edu.in

E-mail : vidyasagarcollegekolkata@gmail.com

Ref. No. VC/TENDER/MISC/2026/10
16.09.26

Date 26.09.2026

Tender for Quotation valid from 17.09.26 to 23.09.26 within 4 pm.

Tender Notice

Sealed quotations are invited from Companies/ Vendors/ Suppliers/ Manufacturer/ Agencies having valid Trade License, PAN Card, GSTN and Processional Tax declaration (submit photocopies for same) for printing of the following stationery items:

SL. No	Item Description	Quantity
1	Attendance Registers (90 gsm) 24 Pages Register 16 Pages Register 8 Pages Register	50 pcs 100 pcs 50 pcs
2	Letter head (A4 Size) with Serial No. (80gsm)	20 pcs (100 pages each)
3	Letter head (letter Size) with Serial No. (80gsm)	10 pcs (100 pages each)
4	Admission Cancellation Book (Under-Graduate) (80 gsm)	5 pcs (100 pages each)
5	Admission Cancellation Book (Post-Graduate) (80 gsm)	5 pcs (100 pages each)
6	Transfer Certificate Book (T.C Book) (80 gsm)	5 pcs (100 pages each)

Note:

- Rate should be quoted for individual equipment including GST, carrying cost and other charges if any.
- Bidder required to produce GST certificate at the time of Submission of tender.
- The quoted price must be in rounded form.
- The top of the envelope for quotation must specify Tender Ref. No. and name of the College as Vidyasagar College.
- Incomplete quotations will be rejected without any clarification/ or any prior communication. Discretion of Tender & Purchase Committee, Vidyasagar College would be final in case of any dispute.

Sealed quotations are to be placed submitted in the Drop Box in front of the College Office within the valid date & time.

Soumen Sarkar
SK Anand
Convenor
Tender & Purchase Committee
Vidyasagar College
Kolkata-700 006
16.09.26

Nabera Dange
Principal
Vidyasagar College
Kolkata-700006
16/9/26