

Phone: +91 7432 991235, +91 3472 295189 EMAIL : srlmahavidyalaya@rediffmail.com

Website: www.srlm.ac.in

Sudhiranjan Lahiri Mahavidyalaya

(Accredited by NAAC) - ESTD 1966

(Affiliated to the University of Kalyani & Approved by the UGC under section 2 (f) & 12B)

P.O. - MAJDIA, DIST. NADIA PIN – 741507 WEST BENGAL, INDIA.

Memo No: SRLM/NIT-1/185/2025

Date: 01.11.2025

NOTICE INVITING SEALED TENDER FOR THE WORKS DETAILED IN THE TABLE BELOW.

Sealed Tenders are invited from the reputed and bonafide Vender/Authorized Distributor/ Trader of similar works through Speed Post for the printing of Student Identity Cards for the student of the College.

Works Details

Sl. No.	Name of the item	Quantity	EMD	Period of completion of supply	Eligibility of the Bidders
1.	Student Identity Cards for the Session 2025-2026 with College name & address printed on hanging ribbon	Tentatively 500 (five hundred)	2% of Quoted Amount	30 days from the date of work order	Open to all bidders having credential of similar nature of job in College/University/ other Institution.

Terms and Conditions:

1. Quotations must be submitted in a sealed envelope by Speed Post (as per Annexure I) for the above-mentioned item, following the given specifications and requirements. The envelope should be clearly superscribed with “**Tender for Student ID Cards**” along with the NIT No. and date.

2. Bidders are required to collect the sample ID card from the Principal’s Office before submitting their quotation.

3. The quoted unit price for the ID card (including digitally printed hanging ribbon) must be inclusive of all applicable taxes, delivery, and any other associated charges.

4. The tender document can be downloaded from the college website: <https://srlm.ac.in>

5. Prices must be quoted in Indian Rupees (INR) only, and should be written both in figures and words.

6. Quotations received after the stipulated date and time will not be considered.

7. Self-attested copies of the following documents must be submitted along with the quotation:

Latest Income Tax Return
Valid Trade License
PAN Card
GST Registration Certificate

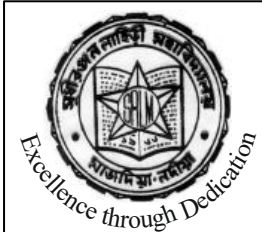
8. Sample ID card must be collected from the Principal’s Office prior to quotation submission.

9. Bid Submission Start Date: 01.11.2025

10. All bids must reach the Principal’s Office by registered post on or before 15.11.2025, by 3:00 PM. Bids received after this deadline will not be accepted.

11. Quotation validity: Minimum of two (02) Months from the date of opening.

12. The college authority reserves the right to accept or reject any quotation without assigning any reason.



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13. Place of Delivery:

Sudhiranjan Lahiri Mahavidyalaya,
Majdia, Nadia, PIN – 741507.

14. The items must be delivered to the College Office, Sudhiranjan Lahiri Mahavidyalaya, Majdia, Nadia, through doorstep delivery at no extra cost.

15. All items must be supplied within thirty (30) days from the date of order placement. Failure to do so may result in cancellation of the order.

16. GST and other statutory deductions, as applicable, will be made from the bill.

17. The College authority reserves the right to increase or decrease the quantity of items at the time of placing or after placing the order, as deemed necessary.

18. EMD (Earnest Money Deposit) will be adjusted as per the norms of the Government of West Bengal.

19. No advance payment shall be made. Payment will be initiated only after successful delivery of the ordered items. All payments will be made via NEFT or Bank Transfer only.

20. Individuals currently serving in, or otherwise associated with, the college are not eligible to participate in this tender.

SD/-

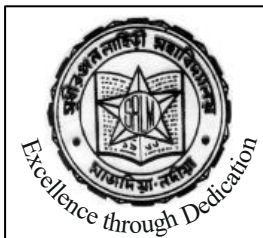
(Dr. Dipankar Ghosh)
Principal

Copy forwarded for necessary information and necessary action to:-

1. The President, Governing Body for kind information;
2. The Convener, Purchase Committee for information and record;
3. College Website
4. The Bursar for information and record
5. Accountant and Cashier for information;
6. Sri Arup Biswas for ensuring wide circulation;
7. College notice board and college gate;
8. Guards.


DR. DIPANKAR GHOSH
PRINCIPAL
Sudhiranjan Lahiri Mahavidyalaya
MAJDIA, NADIA





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Annexure I

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contact no etc., otherwise it will be treated as cancelled)

To

The Principal

Sudhiranjan Lahiri Mahavidyalaya

Post: Majdia

Dist: Nadia

Pin: 741507

Sub: Tender for Supply of Student Identity Cards of S. R. L. Mahavidyalaya, Majdia, Nadia

Ref:- Tender Memo No.

Dear Sir,

I/We, the undersigned, have carefully gone through and understood the nature of works/item to be supplied, their specifications as well as the guidelines related to the aforementioned items/works as specified in the tender document. i/we hereby offer to execute the work as specified at the rates mentioned in my/our quotation in accordance with all respects of the tender with the specifications and the special terms and conditions mentioned in the notice inviting tender (NIT)

Supply of Student ID Cards:

Sl. No.	Name of the item/works	Quantity	Rate per piece (without GST)	Rate of with GST (if applicable)	Rate per piece (with or without GST)
1.	Student Identity Cards for the Session 2024-2025 with College name , Logo & address printed on hanging ribbon	Tentatively 500 (five hundred)			

Having examined the pre-qualification & other documents published in the website <https://srlm.ac.in/>

I/ we, the undersigned, hereby submit all the necessary information and relevant documents for evaluation:

1. In the event of being selected, I/we agree to supply the above goods in accordance with the terms and conditions mentioned in the Tender document and will make the supply within the stipulated time period

2. I/We also confirm that the normal commercial warrantee/ guarantee ofmonths shall apply to the offered goods.

Place:

Name.....

Date:

Signature with date and official Seal