



OFFICE OF THE PRINCIPAL
PURBANCHAL COLLEGE, SILAPATHAR

P.O. :Silapathar

Dist. Dhemaji (Assam) – 787059

(Govt. Provincialised - 2014)

94350 89818 (M)

99548 98265 (M)

(Re-Accredited by NAAC-2024 with Grade – “B”, Cycle-2)

E-mail : drrkkutum@gmail.com

E-mail: purbanchalcollege@gmail.com

Ref. No. : PCS/RUSA/2.0/BJ/2025/2014/4

Date: 10-06-2025

From :~

Dr. Rose Kumar Kutum, M.Com., Ph.D.

Principal & Secretary

NOTICE INVITING TENDER

Sealed quotations affixing court stamp of Rs. 8.25 (Rupees Eight and Twenty-Five Paise) only are hereby invited from reputed publishers / distributors in financial bid for supply of books to Purbanchal College, Silapathar, P.O. Silapathar, Dist. Dhemaji, Assam – 787059 to be purchased under RUSA 2.0 Grants amounting to Rs. 10,00,000.00 (Rupees Ten Lakhs) only. Quotations will be received up to 2.00 pm on 25-06-2025. The tender will be opened on 26-06-2025 at 2.00 pm in the Office of the Principal.

TERMS AND CONDITIONS FOR SUPPLY OF BOOKS

1. Sealed quotations are to be addressed to the Principal, Purbanchal College, Silapathar, P.O. Silapathar, Dist. Dhemaji, Assam – 787059 and sealed cover should be marked as “QUOTATION FOR BOOKS” in capital letters.
2. The supplier has to submit financial/price bid containing rates only.
3. If for any reason the last date of receiving and opening of tender is declared holiday, the next working day will be considered as the last date of receiving / opening of Tender/Quotation.
4. The bid documents are not transferable and the seal and signature of the authorized official of the firm must appear on all papers and envelopes submitted.
5. Rates should be quoted both in words and figures.
6. Overwriting of rates either in words or figures will not be accepted in any case and the Tender/Quotation will be rejected if found overwriting.
7. Photocopy of trade license, GST registration certificate are required.
8. Proof of at least 5 (five) orders / work experience of similar kind of work supplied / completed in the last five years have to be submitted along with quotation.
9. Rates and specification of binding etc. of books should be mentioned clearly.

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10. Quotation should be supported by catalogue / brochure for each of the items as available.
11. The quoted rates should be including delivery / freight charges and other charges if any for destination to Purbanchal College, Silapathar. No additional payment other than quoted price will be paid.
12. The successful bidders will be required to supply the ordered items within 15 (fifteen) days from the date of issuing of the supply order, failure to which the supply order will be treated as cancelled.
13. Full payment of the amount will be made as per RUSA 2.0 guidelines after the proper supply of quoted books. A mandate form mentioning all bank details of the bidder duly signed by the bank has to be submitted by the bidder. The following documents to be submitted for payment:
- (i) Three copies of supplier's invoice showing '**description, quantity, unit price and total amount**'.
 - (ii) Consignee Receipt Certificate in original issued by authorized representative of the consignee.
14. Request for any advance payment in any case will not be entertained.
15. The Principal reserves the right to modify or cancel the entire process of purchase without assigning any reason. Also, the college authority may cancel and return the supplied materials if the books are not as per list enclosed in the bid documents. The college will not be liable for any payment for loss incurred in the process.
16. The terms and conditions should be read carefully and signed by the bidder.
17. The quoted price should be valid for at least 180 days.

Note: The original documents like GST/PAN/ Firm Registration Certificate, Bank Account details of online payment etc. will be verified before issuing supply order, failing which his/her tender will be treated as "INVALID".

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10/06/2025

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10/06/2025

BID FORMAT

1. Name of the Firm/Society/Company/Proprietary Concern :
2. Name of Proprietor :
3. Father's Name :
4. Address of registered office :
5. Telephone No. / Mobile No :
6. Email ID :
7. PAN No. :
8. TIN No. (if any) :
9. TAN No. (if any) :
10. GST Reg. No. :
11. Bank Account Name :
12. Bank A/C No. :
13. Bank Name :
14. Branch Name of Bank :
15. IFSC Code :
16. Experience of supplying quoted items at five Govt. Institutions / Colleges for the last five years. Enclosed Other copies of the same. :

Date : (Signature of authorized signatory with seal of tendering firm)

Place : Name :

Address :

16/06/2021

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Date: 10-06-2025

From :~

Dr. Rose Kumar Kutum, M.Com., Ph.D.
Principal & Secretary

LIST OF PRODUCT TO BE SUPPLIED

Sl. No.	Name of Item	Total Cost in Rupees
1	Books	Rs. 10,00,000.00

Signature
10/06/25

Signature
10/06/25
(Dr. Rose Kr. Kutum)
Principal & Secretary
Purbanchal College, Silapathar
Date