

INDIAN INSTITUTE OF MANAGEMENT CALCUTTA
D.H.ROAD, JOKA, KOLKATA - 700104
NOTICE INVITING TENDER

Tender Enquiry No. NIT/IIMC/Security Printing/45/2020-21

Date: 18/03/2021

E-Tenders are invited by Indian Institute of Management Calcutta (hereinafter referred to as "IIMC") under Two-Bid system i.e. Technical Bid and Financial Bid from eligible registered Agencies/Firms/Companies/Service Providers for security printing of various Certificates for use of IIMC during Convocation - 2021.

Sl. No	Name of Work	Cost of Tender document (Rs.)
A.	security printing of various Certificates	1,000/- + 18% GST

The cost of tender is of Rs.1000/- + 18% GST (Non-refundable) which must be deposited by the tenderer

for amounts passed in the bill will be issued only after the Service Provider gives stamped receipts for the amount unless the bills are Pre-receipted. Payments will be made only by Account payee cheque/DD/RTGS. The Competent Authority will have the right to recover liquidated damages for delay or slow progress of the work, penalty etc. from the bills submitted for payment.

Income Tax and such other Tax applicable from time to time will be deducted from the bill. However, if any new legislation comes into effect for deduction of tax at source, the deduction will be made under that legislature.

The final Settlement of the bills and refund/adjustment/appropriation of any amount retained from the bills of the Service Provider shall be made fully after the Competent Authority is satisfied that all the contractual obligations have been fully met and no amount remains due for recovery from the Service Provider on any account.

The successful bidder shall submit necessary

Minimum Eligibility Criteria				
SL No.	Particulars	Yes/No	Details	Attachments
1	Name of the Service Provider:			Enclose Proof
2	Registered Address:			Enclose Proof
3	Branch/Head Office Address at Kolkata:			Enclose Proof
4	Name of the Authorized Signatory:			Enclose Proof
5	Trade License No.:			Enclose current Proof
6	Shop/Establishment Registration No.:			Enclose Proof
7	PAN Details:			Enclose Proof
8	GST Registration No.:			Enclose Proof
9	Minimum Average Annual Turnover of last three Financial Year i.e. 2017-2018, 2018-2019 & 2019-2020 is Rs.3 Crores.			Enclose Proof (Audit Reports)
10	Income Tax Return for last three Financial Year i.e. 2017-2018, 2018-2019 & 2019-2020			Enclose Proof (Audited Reports)
11	Experience in similar assignments in IITs, IIMs, NITs,			

INDIAN INSTITUTE OF MANAGEMENT CALCUTTA

DECLARATION

I..... do hereby declare that our firm is not black listed and no enquiries/cases are pending against us by Govt. of India/Govt. of West Bengal or any State Board/Universities/Institute since inception of the firm/company.

I further undertake that if above declaration proves to be wrong/incorrect or misleading our tender/contract stands to be cancelled/terminated.

Signature of Authorized Person

Date:

Place: