



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly, WEST BENGAL UNIVERSITY OF TECHNOLOGY)

Main Campus: Haringhata, Nadia, W.B.

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Website: www.makautwb.ac.in

PAN: AAAJW0063D # GSTIN: 19AAAJW0063D1Z9 # TAN: CALW02602F

NOTICE

Ref. Notice: MAKAUT-WB/2023-24/LIBRARY-CARD/001

Date: 24-09-2024

Notice inviting quotation from the bonafide and resourceful vendors/suppliers for supply of ID card and Provisional Library card , card holder and strap for the University at Haringhata Campus of the University.

Important Dates:

<i>Sl.</i>	<i>Particulars</i>	<i>Publishing date(s)</i>
1.	Date of N.I.Q. and Tender Documents (Starting)	24-09-2024
2.	Bid Submission Starting Date	24-09-2024
3.	Bid Submission Closing Date (online)	22-10-2024
4.	Technical & Financial Bid Opening Date	To be notified

Important Work to be done

- Interested vendors/ suppliers are requested to contact with the Asst. Librarian of the Central Library of the University of MAKAUT, W.B. for the details requirement before submission of quotation. Your quotation must be specific including all charges.
- The quotation should be in a sealed envelope and it will be in two stage bidding: a. Technical bid consisting of all technical details along with commercial terms and conditions b. Financial bid indication item wise price for the items mentioned in technical bid.
- Tender fee of Rs. 500/- may be deposited in the following account detail through online process:

1. University Bank Details for collecting Tender Fee: -	
1.a. Bank & Branch:	Indian Bank, Salt Lake Branch
1.b. Bank Account Number:	6360279330
1.c. Name of the Account:	MAKAUT-WB
1.d. Type of Account:	Current Account
1.e. IFS Code:	IDIB000S147

Specifications:

Please give sealed quotation for the following ID Card and Provisional Library card ,clearly superscribing the quotation number on the envelop.

Vendor should go to Library for a sample of ID card and Provisional Library card , card holder and strap

University ID Card Specification

Coloured Bar-coded Photo ID card with Lamination

- Size of the card must be within 8.5cm x 5.5 cm
- The card should be a **plastic card** like Driving licence
- The design must match the design given in the quotation
- The card must have a bar code in the front side.

5. **The bar-code must be clearly readable with bar-code reader. If not the card will be rejected.**
6. University LOGO should be on the card
7. Printing on both side
8. Soft copy of the data will be provided by the University
9. Digital Photo of the holders will be provided by the Library.
10. Card holder and strap printed with MAKAUT,WB should be provided by the vendor
11. **A sample of the cards both ID Card and Provisional Library card, Strap and Holder must be given with the quotation. The barcode should be printed on the card and should be readable.**
12. The unit price must be inclusive of delivery charges
13. The order will be given for a contract period of one year

Provisional Library Card Specification

1. Size of the card must be within 10 cm x 6.5cm
2. The card should be of 250 gsm paper
3. The design must match the design given in the quotation
4. University LOGO should be on the card
5. Printing on both side
6. Card holder and strap printed with MAKAUT,WB should be provided by the vendor
7. A sample of the card should be given with the quotation.
8. The unit price must be inclusive of delivery charges
9. 3000 nos of card to be supplied

ID Card Design


Front Side



Back_Side

IDENTITY CARD	
Address :	
Blood Group:	
Emergency Contact:	
Valid till: Contract period	<u>lehni</u>
Signature of the Issuing Authority	
<p>1 . This is the property of MAKAUTWB. In case of Loss, the holder should immediately notify the issuing Authority (The Registrar) and the Police Station .</p> <p>2.The card must be carried by the holder while within the University premises. This card is to be used to access any facility that required the use of this card.</p> <p>3.This card is to be surrendered to the issuing authority, at the time of culmination of academic programme enrolled for / transfer/ resignation/ retirement(as applicable) from the University.</p>	

Provisional Library Card Design

	Maulana Abul Kalam Azad University of Technology' WB
PROVISIONAL LIBRARY CARD	
PHOTO Size: 1.5cm X2cm	Course
Name:.....	
Card No.	
Signature with seal	
NH12, Simhat, Haringhata, Nadia, PIN: 741249	

Front Side

Address:.....
.....
Blood Group
Emergency Contact.....
Date of Issue :.....
GENERAL CONDITION FOR ISSUE
1. This is a property of MAKAUTWB. In case of loss the holder should immediately notify Central Library.
2. This card must be carried by the holder within the library. This card is to be used to access library facility.
3 .This card must be return to the Library to receive University ID card/ Library clearance, whichever is earlier

Back Side



Holder and Strap of both ID card and Provisional Library card

General Conditions:

- 1) The Bidder should be a registered firm under prevailing rules having an office in West Bengal, preferably in Kolkata and will provide essential registration numbers like TIN, GST, PAN/TAN etc.
- 2) Tender Fee deposit details:

Sl.No.	Item	Amount	Transaction Details*	Bank Details**	Date
I.	Tender Fee	Rs. 500/-			

- 3) The University reserves the right to accept or reject any tender without showing any reason.
- 4) Incomplete Tender will summarily be rejected.
- 5) Subcontracting in any form will not be allowed by the University.
- 6) All legal disputes shall be subject to the jurisdiction of Calcutta High Court.
- 7) Any dispute which may arise between the parties hereto in respect of this AGREEMENT shall be referred to the Vice Chancellor of the University whose decision shall be final and irrevocable.

I. Cover containing the following documents :

Sl.	Category	Sub-Category	Sub-Category Description
A	Certificates	Certificates	<ol style="list-style-type: none"> 1. Trade License (Latest) 2. PAN Card 3. GST Registration Certificate 4. Professional Tax Registration Certificate 5. Others (as available)

-SD-
Registrar,
MAKAUT, W.B.