



Ref. No.:F69.V2/ REG/0183-23

Date: 25.01.2023

EMERGENT NOTICE INVITING QUOTATIONS

Sealed quotation are invited from bonafide Vendors for Electrical Decoration and supply of required materials for the ensuing **4th Annual Convocation, 2023** of Cooch Behar Panchanan Barma University to be held on **4th February, 2023**.

Specification of Works	Rate Including GST (submitted by Bidder)
Complete Electrical Decoration/ Lighting Works of Academic Building and Statue of Manishi Panchnan Barma including Vedi	

Submission of Quotation: The interested agencies/ firms are required to submit the bid in proper sealed cover superscripted "**QUOTATION FOR ELECTRICAL DECORATION/ LIGHTING WORKS FOR THE ENSUING 4TH ANNUAL CONVOCATION, 2023**" clearly written on top of the envelope, and should reach on **30.01.2023 (up to 02:30 PM)** to the Registrar, Cooch Behar Panchanan Barma University, Panchanan Nagar, Vivekananda Street, Cooch Behar – 736101, West Bengal, India.

Work Order Copies, Credential, PAN Card, G.S.T No, trade license etc., are to be submitted in **Cover-1** and rate to be submitted in **Cover-2** at the time of dropping tender.

Last date of dropping tender: **30.01.2023 (up to 02:30 PM)**

Date & Time of opening of Bid at Room No. 315 of this University on 30.01.2023 (after 03:00 PM). The bidders may remain present at the time of opening quotations.

TRAMS AND CONDITIONS:

1. The University may change any items of works as per requirement if needed.
2. The University reserves the right to accept or reject any tender without showing any reason.
3. The firm should have more than One Years' Experience of Convocation or Similar Related Works. (Copy of Work Experience).


Registrar
Registrar
Cooch Behar Panchanan Barma University



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Annexure-I

TECHNICAL BID

1. Name of the Company
2. Address (with Tele No. fax No. & e-mail)
3. Contact person Name and mobile number
4. The number of years of experience in the business. _____
5. (a) Registration Number _____
(b) GST Number _____
(c) PAN Number _____
6. Whether owned/rented.
7. Bank details:
8. Confirm the Attachment: -

S. No.	Document	Whether attached	Page No.
1.	Whether the firm is in existence for two years or more in the business. If yes, necessary supportive document should be attached?	Yes/ No	
2.	Attach the copies of Work Experience	Yes/ No	
3.	Copy of I Tax Return Acknowledgement , GST Registration Certificate and PAN.	Yes/ No	
4.	Attach the copy of complete address of the Company Office Along with the name(s) of the contact person(s) and their telephone/Fax/Mobile numbers.	Yes/ No	
5.	Attach a letter that they have not been blacklisted by any State Government/Central Government/Public Sector Undertaking/ University in India in last two years.	Yes/ No	

Declaration

I hereby certify that the information furnished above are full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the company will be black-listed and will not have any deal with the Organizations in future.

**Authorized Signature
with Seal of Company**