



ৰবীন্দ্রনাথ ঠাকুর বিশ্ববিদ্যালয় Rabindranath Tagore University

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Ref. No.RTU/Quotation/3055

Date: 27-04-2024

NOTICE INVITING QUOTATION FOR SUPPLY BOOKS

The undersigned invites sealed quotation from authorized Book Agency/Distributors/Supplier of recognized Publishers & Book sellers for purchasing books of different subjects for the Central Library, Rabindranath Tagore University(RTU). Purchase amount is approximately Rs. 5,00,000.00 (Five lakhs).

Terms and Conditions:

- 1) Quotation along with self attested photocopy of PAN Card, GST Registration No. (if applicable) & Membership Certificate of Publisher's/Book Seller's Association must reach (offline) office of the undersigned within 10/05/2024 by 4.00 P.M.
- 2) The quotation must be typed on company/ agency's own letterhead.
- 3) Quotation must be sent in properly sealed envelope with super- scribing on top of the cover "QUOTATION FOR SUPPLY OF BOOKS-2024".
- 4) Less percentage to be permissible for the books of foreign, national or local publications must clearly be mentioned in the quotation.
- 5) Any quotation without the above required documents/information shall not be entertained.
- 6) The supply of books will be made within 4-6 weeks' time after receiving the order.
- 7) The books will be supplied according to the list provided by the departments. Any unlisted books will be returned back. No payment shall be made for the books returned and the supplier will make arrangements to take the same back. However, an unlisted book may be kept in the library, if, the subject expert finds it useful and asks to keep the book.
- 8) Only the latest & original edition of books has to be supplied.
- 9) Door- step delivery without any extra cost.
- 10) Payment will be made only after the receipt of all ordered item.
- 11) An order is liable to be cancelled during the whole process up to the final payment if any document attached is found faulty in course of time or the supply is not satisfactory.
- 12) The decision of the Library Committee is final and reserves the right to accept or reject any Quotation as a whole or part thereof without showing any reason.

Registrar i/c

Rabindranath Tagore University

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Rabindranath Tagore University

Hojai (Assam)

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