



विश्वभारती
विश्वभारती
Visva-Bharati



आचार्य: श्री नरेंद्र मोदी
ACHARYA (CHANCELLOR)
SHRI NARENDRA MODI

संस्थापक: रवीन्द्रनाथ ठाकुर
Founder: Rabindranath Tagore

उपाचार्य : (भारप्राप्त) प्रोफसर विनय कुमार सरेन
UPACHARYA (VICE-CHANCELLOR) : (OFFG.)
PROFESSOR BINOY KUMAR SAREN

Subject: e-Tender Notice for Printing and supplying of books on Unit cost basis with paper

Founded by the first non-European Nobel Laureate Rabindranath Tagore in 1921, Visva-Bharati was declared to be a Central University and "An Institution of National Importance" by an Act of Parliament in May 1951. Visva-Bharati Publishing Department (Grantha Vibhaga) set up in 1923 was mandated to publish the writings of Rabindranath Tagore along with books on Indian culture. Since its inception it has published the authoritative edition of Rabindranath Tagore's complete works.

In this connection, Visva Bharati Publishing Department, Kolkata invites e-Tenders from **Reputed Printers** who have registered firms/companies with a capacity for printing and supplying stock of printed books at destination as mentioned in the e-Tender Notice. The e-bids must be submitted through the CPPP (<https://eprocure.gov.in>) as per the critical dates mentioned. Bidders should also possess a valid Digital Signature Certificate (DSC) for online submission of bids. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/e-mail/post/fax etc. will be rejected. The authority will not be responsible for any delay in enrolment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website URL - <https://eprocure.gov.in> and enroll their Digital Signature Certificate and upload their quotation well in advance.

Any change/corrigendum/extension of opening date in respect of this tender shall be issued through websites only. Bidders are therefore requested to regularly visit our website for updates.

Each complete set of bidding document may be downloaded directly from the VB website (www.visvabharati.ac.in) free of cost and printed. No hard copy of the tender documents will be sold or issued by the office.

Director
Visva-Bharati Publishing Department

For uploading on e-CPP Portal and Visva-Bharati's Website



VISVA-BHARATI

Dt. _____

e-TENDERNOTICE

1. Detail Particulars of Books printing job:

Visva-Bharati, a Central University and an institution of national importance, invites e-Tender for the printing of books on unit-cost basis through CPP Portal supplying paper, printing, binding of the book packing in bundles of an equal number of books and delivery of complete stock of printed books as detailed below to the Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017 as per work order.

Sl No	Nameofthebook	Language	No.of text Pages	No. of pages for End paper	No. of pages for Illustrations	Number of Copies to be printed	Material will be provided for TEXT Printing	Material will be provided for COVER & Illustrations Printing
1	Jogajog	Bengali	244	8	2	2000	PDF	CD
2	Giticharcha (Vol .4)	Bengali	96	8	NA	3000	PDF	CD
3	Galpaguccha (Vol. 1)	Bengali	208	8	NA	1000	PDF	CD
4	Galpaguccha (Vol. 4)	Bengali	240	8	NA	500	PDF	CD
5	Tinsangi	Bengali	128	8	NA	1000	PDF	CD
6	Gharoa	Bengali	152	8	NA	1000	PDF	CD
7	Manusher Dhrama	Bengali	100	8	NA	2100	PDF	CD
8	Nirban	Bengali	64	8	4	500	PDF	CD
9	Gora	Bengali	504	8	NA	1500	PDF	CD
10	Sangitchinta	Bengali	372	8	12	1000	PDF	CD

2. Detail Specification and Format of Books for printing:

- **BOOK SIZE** :23 x 36/16 format (Demy Octavo), 5.5" x 8.5"; PAPERBACK
- **Paper for Text Printing** : Natural Shade (N.S), 80 GSM
- **Paper for four colour Printing of Cover (4 pages) on the single side** : Gloss Art Board, 300 GSM
- **Paper for four colour Printing of Illustrations** : Gloss Art Board, 130 GSM
- **Paper for End Paper** : Natural Shade (N.S), 120 GSM (pasting on 2nd and 3rdpage of the cover paper)
- **Mode of Printing** : Offset
- **Binding** : Thread sewing and pasting of cover on perfect machine with creasing.
- **Lamination on cover** : Matte
- **Packaging and forwarding**: Paper having specifications should be used packaging of each lot/bundle of books and the same should be pasted properly with gums. Each lot/bundle should contain strictly five(5) no of books.
- **Destination for the supply of Printed Books** :Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017.

3. Scope of work:

- The overall designing, formatting, printing and binding etc. will be of the highest standard as per specifications and brand mentioned under the heading specification above. The number of books required to be printed for each title are mentioned under Sl.No. 1 above and also in the financial bid (Annexure IV).
- The tenderer should have to bear the cost of paper, printing, binding, packing in bundles of an equal number of books as per specification mentioned in Sl. No. 2 above and supply the ordered quantity of complete stock of printed books as per Delivery Schedule (mentioned under Sl. No. 11) to the **Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017**, as per Work Order.
- The successful tenderer has to undertake the printing, packaging and supplying complete order quantity of books on receipt of the Work Order.
- The successful tenderer should submit 02 dummy copies of each title containing paper (Text, End paper & cover) in actual GSM (mentioned under Sl.no 2) within 07 working days from the date of receipt of the Letter of Intent/Work Order to the **Director, Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017** for approval. The successful tenderer shall undertake in writing on the letterhead of the Printer that they shall execute the total order quantity complying required quality of paper, quality of workmanship and quality of execution in terms of accepted sample copies of each title.
- Once the sample of a title is approved, the successful tenderer shall submit ten (10) copies of the same title, complete in all respect, free of cost to the **Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017** within **fifteen (15)** working days from the date of approval of the sample copy, before dispatching the complete stock of each title of books.
- **The successful tenderer should ensure that all the ordered quantity are supplied strictly as per delivery schedule.**

4. Critical Date sheet (tentative) :

Published Date	26 September 2024
Bid Document Download start date	27 September 2024
Bid Submission Start Date	27 September 2024 onwards
Bid Submission End Date	27 October 2024
Bid Opening Date	29 October 2024 at 3.00 PM

Note: No bid will be accepted after the deadline given in the time schedule above.

5. Rates/Bid validity/Validity of final rates:

The vendors / printers are required to quote rates per book basis complete in all respect as per specification given in Sl. No 2 above, as well as in the financial bid (Annexure IV), inclusive of admissible taxes, packaging and delivery charges etc. The bids/quotes should be valid for 90 days from the date of opening of tender. The quoted rates of successful tenderer shall be valid till the total supply of ordered quantity of printed books is completed.

6. Earnest Money Deposit (EMD)

An Earnest Money Deposit (EMD) as bid security of the value of Rs. 25,000/- (Rupees Twenty Five Thousand only) by **Crossed Demand Draft** from any Public Sector Bank / Nationalised Bank, valid for a period of forty-five (45) days beyond the final bid validity period, whichever is later, in the form of Bank Guarantee in favor of '**ACCOUNTS OFFICER, VISVA-BHARATI**', may be submitted along with the bid document. EMD of unsuccessful bidders shall be returned within thirty(30) days from the award the contract.

The EMD must be physically submitted in an envelope as mentioned above before the bid opening date & time given in the Critical Date Sheet (Sl. No. 4), otherwise bids will be rejected. The Original EMD should be posted/couriered/given in person to **Visva-Bharati, Santiniketan, Dist : Birbhum, PIN 731235**. The EMD so received shall be forfeited due following reasons:

- (i) The tenderer withdraws quoted rates within the bid validity period.
- (ii) The successful tender fails to accept the Letter of Intent /Work Order issued by the Visva-Bharati in terms of tender.

Bidders that are currently registered as Micro, Small and Medium Enterprise (MSME)s will continue to remain registered during the tender validity period also and are exempted from payment of EMD. In case the tenderer falls in these categories, the bidder should furnish a certified copy of its valid registration details.

The Earnest Money Deposit(EMD), without any interest accrued will be refunded as follows:

- a) In case of unsuccessful bidders, the EMD will be refunded without any interest accrued within one month.
- b) EMD of successful tenderer / bidders shall be returned after they sign letter of acceptance of the Work Order and submit a Security Deposit in the form of a Performance Bank Guarantee of amount equal to 10% of the total Order Value.

7. Performance Bank Guarantee:

- (i) In the event of acceptance of the final rates by the Visva-Bharati authority, the successful tenderer / bidder will have to tender, within 7 days of acceptance of Work Order, an irrevocable Bank Guarantee as Performance Security on Rs. 100/- Stamp Paper to an extant not more than 10% of total value of work order drawn from a Public Sector bank / Nationalised Bankin favour of '**ACCOUNTS OFFICER, VISVA-BHARATI**'. The same shall be valid up to a period of sixty (60) days beyond the date of completion of all contractual obligations.
- (ii) Modalities of Bank Guarantee as Performance Security and its forfeiture :
 - (a) The successful tenderer will be intimated through e-mail to furnish the Performance Bank Guarantee (P.B.G) of 10% of the total value of the Work Order in the prescribed format in favour of '**ACCOUNTS OFFICER, VISVA-BHARATI**', along with the Work Order duly signed and stamped.
 - (b) Work Order will only be issued after receipt of PBG as above.
 - (c) If the successful tenderer fails to furnish the Performance Bank Guarantee (P.B.G) as specified or fails to accept the Letter of Intent(LOI) / Work Order within the stipulated time, their EMD will be forfeited.
 - (d) Performance Bank Guarantee (P.B.G) shall be released only after satisfactory delivery and acceptance of complete ordered quantity of the printed books of each title by the successful bidder to the **Visva-Bharati Publishing Department at 6 AJC Bose Road, Kolkata 700 017** in terms of Work Order.
 - (e) The same can be revoked or forfeited in full, **(i)**in case of any non-compliance of Work Order terms and condition and other terms as per Work Order entered into with Visva-Bharati Publishing Department.**(ii)** If Successful tenderer breaches the clause no. 14(vii) of General terms and condition of this tender.

8. Splitting / Parallel Contract:

The tender shall be evaluated based on aggregate value of all items in the work particulars as at Sl. No. 1 read with financial bid (Annexure IV) on L1 basis provided the Lowest quoted rates are certified to be reasonable by the procuring authority. In that case necessary Work Order may be placed for all books as per the description and quantity as at Sl. No. 1. The quantum of final ordering quantity may undergo upward revision reasonably.

9. Placement of Order:

On acceptances of offered rates of successful tenderer and terms and condition by the competent authority of Visva-Bharati (i) A Letter of Intent shall be issued to the Successful Tenderer wherein the Successful Tenderer shall be advised to submit two (2) numbers of sample copy of each title (before printing) finished in an all respect as per specification mentioned in Sl.No.2 with proper authentication.(ii)On acceptance of sample submitted by the tenderer,the Visva-Bharati Publishing Department shall issue formal Work Order to the successful tenderer.

10. Inspection :

The Director, Visva-Bharati Publishing Department, Kolkata or his representative, nominated formally, may conduct inspection during the different stages of execution of job of printing as per their discretion. They shall have to inform the selected Printer over e-mail at least 48 hrs. before the inspection is scheduled. The Printer shall abide by the findings of inspection report and carry out suggestions/instructions of inspecting team within the jurisdiction of scope of work order. The Director, Visva-Bharati Publishing Department, Kolkata reserves right to reject a part or entire quantity of each title books, as the case may be, at the time of final acceptance if the quality and specification of supplied books are not satisfactory in terms of order specification and terms with proper justification.

11. Delivery Schedule :

- (i) Two copies of each title of books (as mentioned in Sl. No. 3)as per work order is to be presented within seven days from receipt and acceptance of formal work order to be issued by the Director, Visva-Bharati Publishing Department, Kolkata.
- (ii) Ten(10) copies of free sample of each title of book as per work order are to be supplied to the Director, Visva-Bharati Publishing Department, Kolkata within 15 days of receipt of approval / clearance of initial sample of each title of book as at (i) above.
- (iii) Total ordered quantity of each title of books are to supplied on FOR destination basis as specified in Sl. no. 1 and 2 above within Thirty (30) days from supply of 10 nos of free samples of each title of book as at (ii) above.

12. Liquidity Damage / PENALTY:

The successful tenderer should comply the delivery schedule as mentioned in the Delivery schedule at Sl. no. 11 above. Liquidity damage shall be levied at the rate of 0.5% per week on

the total value of the work order up to a maximum of 5% of work order value. The liquidity damage shall be waived / exempted if the reasons for delay is not attributed to Printer/ successful tenderer. Decision of the **Director, Visva-Bharati Publishing Department, Kolkata** is final and binding on the Printer in terms of work order. The successful tenderer shall be entirely responsible for any damages or losses to the printed books in transit, if any.

13. Payment terms and Procedure:

- i) The successful tenderer should raise bills in triplicate in favor of the **Director, Visva-Bharati Publishing Department, Visva-Bharati** in terms of accepted rates as per Work Order and submit the same to the office of the **Director, Visva-Bharati Publishing Department**, along with the original delivery challans/acknowledgments obtained from the concerned official, Visva-Bharati.
- ii) 100% payment shall be made through Cheque within Thirty (30) days from the receipt and acceptance of the books as per Work Order terms and conditions.

14. GENERAL TERMS AND CONDITIONS:

- i) Validity Period: This -
Tender is valid till the satisfactory supplying of the complete stock of printed books of each title by the successful bidder to the **Visva-Bharati Publishing Department at 6 AJC Bose Road, Kolkata 700 017** and release of stock certificate/challan of each title by the concerned official, Visva-Bharati as per Work Order.
- ii) The Visva-Bharati, will place the Work Order to the successful bidder for the printing of books with paper, packing and supplying of printed books in the **Visva-Bharati Publishing Department at 6 AJC Bose Road, Kolkata 700 017**.
- iii) The Concerned Officials, Visva-Bharati, will provide the soft files and specimen copies of the books to be printed.
- iv) The copyright of the pre-press materials such as soft files of each title of books as per Sl. No.1, specimen copies etc. and material, if any, to be issued to the successful tenderer for printing, entirely rests with the Visva-Bharati. Please note that all soft files of printable materials shall remain the exclusive property of Visva-Bharati. The successful tenderer must protect its misuse / mishandling for any alleged commercial use.

- v) Visva-Bharati reserves the right to verify any particulars submitted by the tenderer in the tender at any time during the process of evaluation of tender and during execution of work.
- vi) The tenderers should quote the rate in rupees inclusive of all taxes applicable like GST/Transportation/Transit Insurance/any other taxes etc.
- vii) The successful tenderer shall only print the quantity of the books as per the Work Order placed by Visva-Bharati. They should not print more than the order, if so, the successful tenderer will be blacklisted and the Performance Security Deposit (P.B.G) will be forfeited and further action as deemed fit will be taken in accordance with law.
- viii) Work order will only be awarded at the rate to be finalized in Financial Bid submitted by the tenderer at the eCPP Portal.
- ix) The tenderers should have to sign every page of the Tender Notice/certificate enclosed.
- x) The unit cost per book should be quoted only in Indian Rupees as per **Annexure IV** to inclusive of all expenses like paper, printing, packing in bundles, taxes applicable like GST/Transportation/Transit Insurance/any other taxes etc. and supplying complete stock of printed books in the **Visva-Bharati Publishing Department at 6 AJC Bose Road, Kolkata 700 017** as per Work Order. Otherwise, financial bid will not be considered for evaluation.
- xi) Visva-Bharati reserves the right to increase reasonably the print run of any title. The Visva-Bharati reserves the right to reject the entire tendering process at any stage with appropriate justification.
- xii) Legal dispute, if any, will be the jurisdiction of the Hon'ble High Court of Calcutta.

15. **ELIGIBILITY CRITERIA OF TENDERERS**

The eligibility criterion for a tenderer to qualify technically are as specified hereunder. The tenderers shall have to upload the following information.

Registration : The tenderer should have a registered firm in India established for the printing of books under the relevant Act/ Law of the land for e.g. Establishment Act/Factories Act/Industries and Commerce Department/Company Act (preferably having an office at Kolkata, West Bengal). The said firm should have minimum experience of five (5) consecutive years in printing, binding and supply of books to reputed publishers (preferably Central / State government governed) as on the date of submission of tender. The self-attested copies of the registration should be uploaded.

- i) Goods and Service Tax (GST) Registration: The tenderers should have been registered under GST for a period of at least

three years under the relevant act for printing books. These self-attested copies of the registration & GST returns for the period of preceding three years should be uploaded.

- ii) The tenderer must have a sale turnover with respect to Printing of Books for Rs. 25,00,000/- (Rupees Twenty Five Lakhs) for the previous three consecutive financial years i.e., 2021-22, 2022-23 and 2023-24 in the line with printing of books. The Balance Sheet, Profits and Loss Accounts duly certified by the Chartered Accountant/Chartered Firm, indicating turn over in respect of Printing of Books for the last three (3) years i.e. 2021-22, 2022-23 and 2023-24 should be uploaded.
- iii) The tenderer should be an income tax assessor for the last three (3) consecutive years. The copy of the IT Returns filed along with acknowledgment copy for the financial years i.e. 2021-22, 2022-23 and 2023-24 have to be furnished along with copy of PAN.
- iv) The tenderer shall produce the documentary evidence to the effect that they had a minimum of 5 years' experience in the printing and supplying of books. As evidence, the tenderer shall provide "attested copies of the Order(s) and completion certificate(s)/copy of the invoices raised" from the respective departments/institutions.
- v) The tenderer has to submit any one physical book which is made by them. The physical book should reach to the **Director, Visva-Bharati Publishing Department, Kolkata 700 017** on or before the end date of the submission of bid (mentioned under Sl. No. 4) in a sealed envelope.
- vi) The tenderer in its name or person, has been barred/blacklisted by the Central/State Government/ Department from participating in any work/project as on the date of bid, would not be eligible to submit e-Tender. In this connection tenderer shall submit an acceptance on press/firm letter head as per **Annexure-II**.
- vii) The tenderer shall submit the Checklist duly filled, signed and stamped as per **Annexure-III** and acceptance of the Terms and Conditions as per **Annexure-I** on their letterhead.
- viii) Non-submission of certificates entails for rejection of bids.

e-Tender Evaluation Process:

(a) Technical Evaluation of bid

- i) The e-Tenders are invited under two bid systems i.e. Technical Bid and Financial Bid. **Annexures I, II, III** are related to the Technical Bid, and **Annexures IV** to the Financial Bid.

- ii) This e-Tender is non-transferable and it shall be liable to be rejected if EMD is not received within due date provided the Printer is exempted under MSME clause vide Sl. No.6.
- iii) Physical e-Tenders will not be considered if not uploaded on CPP Portal.
- iv) The tenderers shall be declared as Technically qualified only when they comply the eligibility criteria (under Sl. No. 15), General Terms and conditions (under Sl. No. 14) including terms mentioned under Sl. No 3 to 13 of the Notice inviting tender document.
- v) Financial bids will be opened only for technically qualified bidders.

(b) Evaluation of Financial Bid

- i) The Financial Bids of Technically qualified tenderers are only eligible for opening and further evaluation. The process shall be conducted as per guidelines of CPPP portal <https://eprocure.gov.in>.
- ii) L1(i.e. lowest tenderer) will be selected on the basis of aggregate value of all the items mentioned in the work description in Financial Bid in Annexure IV.
- iii) Post tender negotiation is not encouraged. In case of exceptional situation negotiation may be conducted only with L1(lowest) tenderer provided sufficient justification is recorded.
- iv) The rates shall be quoted in Indian rupees as per the Annexure-IV and should be inclusive of all taxes, levies etc.

16. WORKPROGRESSREPORTING:

The successful tenderers should furnish the detail of the progress of printing and supply every week regarding the actual number of copies of each title printed and supplied by them to the **Director, Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017, Phoneno. (033) 2290 9868, e-mail: dir.gv@visva-bharati.ac.in**

LIMITATION FOR e-TENDER:

The successful tenderers shall not;

- i) Insert any advertisement on any books in any form.
- ii) Employ child labor in any process of work such as printing, binding, packing and supply of books.

TECHNICAL BID

(On the FIRM letterhead)

ANNEXURE-I

To
The Director,
Visva-Bharati Publishing Department,
6 A J C Bose Road,
Kolkata 700017

ACCEPTANCE OF THE TERMS AND CONDITIONS AND ALL OTHER CLAUSES

Dear Sir,

I/We have read and understood the Tender and agree to abide by the terms and conditions and all clauses of this Tender.

I/We also confirm that in the event of my/our Tender being accepted, I/we hereby undertake to furnish a Performance Bank Guarantee (PBG) of 10% of the Work Order value in terms of clause no 7 of tender document.

Yours faithfully,

(Signature of the Tenderer)

Name:

Designation with Seal of the Printing Press/Firm :

TECHNICAL BID

(On the FIRM letterhead)

ANNEXURE-II

CERTIFICATE OF NON-BLACKLISTED

Date:

To
The Director,
Visva-Bharati Publishing Department,
6 A J C Bose Road,
Kolkata 700017

Dear Sir,

I/We have carefully gone through the Tender No. I/We hereby declare that I and/or our associates have not been debarred/black listed as on Bid calling date by any State Government, Central Government, Central & State Govt. undertakings/Institutions/Organizations and by any other Quasi Government bodies/Organizations in India for non-satisfactory past performance, corrupt, fraudulent or any other unethical business practices. I/We further certify that I/we am/are competent officer in my company to make this declaration.

Yours faithfully,

(Signature of the Tenderer)

Name:

Designation with Seal of the Printing Press/Firm :

TECHNICAL BID

(On the FIRM letterhead)

ANNEXURE-III

The following pro-forma of the Checklist has to be filled by the Tenderer Mandatorily.

PRO-FORMA FOR THE CHECK-LIST

Name & Address of Firm/Company _____

Tel.No.: Email:

SI No	Particulars / Document to be submitted	Yes	No
1	e-Tender Notice (duly signed all pages) uploaded on e-CPPP Portal		
2	Documentary evidence for exemption from deposit of EMD		
3	EMD in form of Crossed DD for Rs. 25,000/-		
5	Firm's Registration Certificate		
6	GST Registration Certificate		
7	Copy of PAN Card		
8	Income Tax Returns with balance sheets (Minimum Rs.25,00,000/-annually) 2021-22, 2022-23, 2023-24		
9	Copy of documentary evidence for a minimum of 5 years' experience in printing of books		
10	Details of Govt. and other orders		
12	Acceptance of terms and conditions and clauses on press letterhead-Annexure-II		
13	Certificate of non-blacklisted on press letterhead-Annexure-III		
14	Financial bid-Annexure IV		
15	Name and e-mail/phone number of the authorized person on press letterhead		
16	Submission of physical book made by the press/firm		
17	Text paper sample duly mentioned its specification i.e., brand/mill name/GSM along with manufacturing paper mill label/press stamp (mentioned under Sl. No. 2)		
18	Paper Sample for end paper duly mentioned its specification i.e., brand/mill name/GSM along with manufacturing paper mill label/press stamp (mentioned under Sl. No. 2)		
19	Paper Sample for Cover duly mentioned its specification i.e., brand/mill name/GSM along with manufacturing paper mill label/press stamp (mentioned under Sl. No. 2)		
20	Paper Sample for illustrations duly mentioned its specification i.e., brand/mill name/GSM along with manufacturing paper mill label/press stamp (mentioned under Sl. No. 2)		

*Non-submission of physical book made by the tenderer and paper samples without specifications, and without the name of the manufacturing paper mill and press stamp entails disqualification in the technical bid.

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Dated:

Name with Designation of Authorised Signatory & Seal of the Firm

FINANCIAL BID

ANNEXURE IV

(To be submitted on the FIRM letterhead)

23x36/16 format (Demy Octavo)

BOOK SIZE : 5.5" x 8.5" PAPERBACK

Paper for Text Printing : Natural Shade (N.S), 80 GSM

Paper for four colour printing of Cover (4 pages) on the single side : Gloss Art Board, 300 GSM

Paper for four colour printing of Illustrations: Gloss Art Board, 130 GSM

Paper for End Paper : Natural Shade (N.S), 120 GSM (pasting on 2nd and 3rd page of the cover paper)

Mode of Printing : Offset

Binding : Thread sewing and pasting of cover on perfect machine with creasing.

Lamination on cover : Matte

Time Schedule : 30 working days from the date of approval of sample copy.

Destination for the supply of Printed Books:

Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017

Sl No	Name of the book	Language	No. of text Pages	No. of pages for End paper	No. of pages for Illustrations	Number of Copies to be printed	Material will be provided for TEXT Printing	Material will be provided for COVER & Illustrations Printing	Unit Cost Per Book (in Rs.)*
1	Jogajog	Bengali	244	8	2	2000	PDF	CD	
2	Giticharcha (Vol .4)	Bengali	96	8	NA	3000	PDF	CD	
3	Galpaguccha (Vol. 1)	Bengali	208	8	NA	1000	PDF	CD	
4	Galpaguccha (Vol. 4)	Bengali	240	8	NA	500	PDF	CD	
5	Tinsangi	Bengali	128	8	NA	1000	PDF	CD	
6	Gharoa	Bengali	152	8	NA	1000	PDF	CD	
7	Manusher Dhrama	Bengali	100	8	NA	2100	PDF	CD	
8	Nirban	Bengali	64	8	4	500	PDF	CD	
9	Gora	Bengali	504	8	NA	1500	PDF	CD	
10	Sangitchinta	Bengali	372	8	12	1000	PDF	CD	

*The unit cost per book should be quoted only in Indian Rupees inclusive of all expenses like paper, printing, packing in bundles, taxes applicable like GST/Transportation/Transit Insurance/any other taxes etc., and supply of complete stock of printed books in the **Visva-Bharati Publishing Department, 6 AJC Bose Road, Kolkata 700 017** as per Work Order.

Date : (Signature of Tenderer with a seal of the Printing Press/Firm)