

Office of the Director
West Bengal Judicial Academy
Bijan Bhawan, Salt Lake, Kol -700097.
Phone No-033-23350690, Email id- wbjakolkata@gmail.com, Website – http://wbja.nic.in

NIQ No. – 19/2014-15.

Date: 09.03.2015

Notice Inviting Quotation

Sealed Quotations are invited from reputed photo shooting, printing and supplying agencies / photo studios for supplying printed group photograph during next one year:-

Item	Specifications
Printed Group Photograph	Photograph Paper – Kodak/Fuji, 185/200 gsm. Photograph Size – 8 X 12 inch.

Important condition for Bidders/Vendors :-

1. Free delivery at Bijan Bhavan, H.A-334, Sector-III, Salt Lake, Kol-97 (Stores Section) within 15 days from acceptance of order.
2. The rate should be inclusive of all taxes, charges including charges for delivery to the Academy Office at 'Bijan Bhavan' H.A-334, Sector-III, Salt Lake, Kolkata-97.
3. No advance payment is admissible for the supply. Payment will be made after satisfactory supply of material. No interest is payable on delayed payment
4. The tenderers/vendors shall not be permitted to alter or modify their bids/quotations after expiry of the deadline for receipt of bid i.e. 20.03.2015, till **4.00 P.M.**
5. Quotations received after due date and time shall not be entertained.
6. The quotation may be submitted on any working day between 11:00 a.m. to 4.00 p.m. in the tender box placed in the Stores Section of the Academy.
7. WBJA will not take any responsibility for delay, loss or non receipt of document/tenders sent by post.
8. The official logo & name of persons who participated in such photo sessions will be provided by this office for printing of photographs time to time.
9. The rates quoted by the bidder shall be valid for one year only from the date of issuance of such order and cannot be altered under any circumstances.
10. The prices shall be quoted in Indian Rupees only.

The last date of submission of quotation is till 04:00 P.M on 20.03.2015.

The bidders shall have

1. Valid PAN No.
2. Vat/Sales Tax No.
3. Trade License

The West Bengal Judicial Academy reserves the right to cancel any or all the quotations without assigning any reason whatsoever.

It is requested to submit the offer in a sealed envelop superscribing "**Quotation for supply of Printed Group Photograph**" addressed to the Director, West Bengal Judicial Academy, Bijan Bhavan, Sector-III, H.A-334, Salt Lake, Kolkata -700097.

Sdt
Administrative Officer
West Bengal Judicial Academy
Salt Lake, Kolkata-97

Memo No.- 848/1(6)/WBJA/Trg.-21/13-14.

Date-09.03.2015.

Copy of notice is forwarded for information with a request to display the same on their office notice board :-

1. The Sub Divisional Officer, Bidhannagar, Kol-91.
2. The Pay & Accounts Officer, PAO-III, IB Market, 1st Floor, Salt Lake, Kol-106.
3. The Principal, Govt. College of Engineering & Leather Technology, Sector-III, Block-LB, Salt Lake, Kolkata-700098.
4. Executive Officer, Bidhannagar Municipality.
5. Notice Board of West Bengal Judicial Academy.
6. The official website of WBJA.

Sarabhar
Administrative Officer
West Bengal Judicial Academy
Salt Lake, Kolkata-97