

## WEST BENGAL JOINT ENTRANCE EXAMINATIONS BOARD

AQ-13/1, Sector – V, Salt Lake City, Kolkata – 700 091.

Phone No. : 2367-1148

Fax No. : 2367-1149

QUOTATION INVITING NOTICE NO. ; WBE/GL-202

Dated: October 1, 2009

### TENDER/QUOTATION NOTICE

Sealed quotations are invited from the bonafide Postal Services/Courier Services Co./Agencies for delivery of Forms and Information Brochure etc. to the selected Bank Branches of United Bank of India (U.B.I.) all over West Bengal and Agartala as per list annexed herewith. Details of delivery materials are given below:

| SI No | Examination | Materials for delivery in copies |                  |  | No. of Offices located at |                 | Quantity (in kilogram) Approx. |                 |
|-------|-------------|----------------------------------|------------------|--|---------------------------|-----------------|--------------------------------|-----------------|
|       |             | Forms (approx)                   | Booklet (approx) | Printed Envelop                            | Kolkata                   | Outside Kolkata | Kolkata                        | Outside Kolkata |
| 01    | JEM         | 1,20,000                         | 1,20,000         | Equal amount of 2 types + Bank Pay-in-Slip | 8                         | 29              | 1000                           | 6500            |
| 02    | JELET       | 7,000                            | 7,000            | X  | 2                         | 8               | 20                             | 80              |
| 03    | JECA        | 10,000                           | 10,000           | X  | 2                         | 8               | 20                             | 80              |
| 04    | JENPARH     | 6,000                            | 6,000            | X  | 2                         | 8               | 20                             | 80              |

#### Terms and Condition :

1. Sealed quotation will be received up to **2.30 p.m. of 14.10.2009**
2. Rate would be quoted including delivery charges and other charges (if any).
3. The sealed quotations are to be accompanied by earnest money of Rs.500/- (refundable) only to be deposited by Cash in the Cash Section.
4. Selected party will have to deposit Rs.10,000/- as security money within 2 (two) days from the date of receipt of the work order for JEM only.(refundable on satisfactory completion of the job).
5. The above forms and Information Brochure are to be collected from the office of the Board to be intimated time to time and the same will be delivered to the different branches of U.B.I. (the list of UBI branches are enclosed, where the aforesaid materials will be delivered).
6. The rates are **to be quoted per kilogram separately for each place/station.**
7. **The time schedule for delivery of forms to each listed Bank Branches will have to be mentioned in the quotation.**
8. The actual weight of application forms & Information Brochure etc. for each examination will be measured at our office premises.
9. The selected party will be responsible to provide the weigh machine/manpower as and when required. Cost of transportation for lifting of forms etc. from this Office including weighing will be borne by the party.
10. The Quotation Inviting Notice Number must be mentioned on the top of the envelope.
11. The Security Money will be forfeited at the discretion of the Board for not complying with the terms and conditions and dissatisfactory services causing inconvenience to the authority.
12. The authority reserved the right to refuse the lowest rated bidder for consideration without assigning any reason thereof.
13. The authority reserved the withdrawal-right regarding delivery of examination materials in Kolkata at any time.

**Registrar**

**West Bengal Joint Entrance Examinations Board**

N.B. For any clarification please contact the General & Establishment Section of the Board.