



NOTICE INVITING TENDER FOR SUPPLYING OF PAPER SHREDDER MACHINE

Sealed tenders are invited by the Department of Controller of Examinations, University of Calcutta

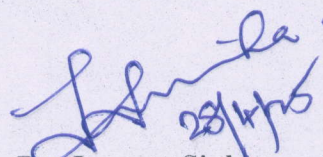
Sl. No.	TECHNICAL SPECIFICATIONS OF PAPER SHREDDER MACHINE		QUANTITY
1.	Cutting style – cross cut Shred capacity (70 gsm) – TBA Shred capacity (80gsm) – 50 (6 bypass) DIN security level – S3/P-4 Shred size (mm) – 4×28 Shred speed (m/min) – 1.7 Dimensions(mm) H×W×D – 430×407×364 Working width (mm) – 227 Bin capacity (Cu., litre) – 20 Sound Level (db) – 55 +/-3	Working cycle On/Off – 10 min ON/45 min OFF Weight (kg) – 11.6 Staples – Yes Paper clips – Yes Credit cards – Yes CD's – No Auto Oiling – No Power Consumption (watts) – 175	2 pieces

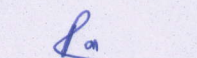
The bidders are to submit (a) Quotations (In their company letter-head) (b) Credentials viz., photocopies of current and relevant Trade License, PAN Card, Latest Income Tax Return, GST Certificate. The bidders are also requested to submit quotation at lowest basic rate i.e. **excluding taxes**.

*** The bidders submitting the tenders must have a Registered office of their own at Kolkata.**

The tenders will be received by the Administration Section the office of the undersigned at 2nd floor of Darbhanga Building, 87/1 College Street, Kolkata - 700073 up to **08.05.2025** on all working days from **11 a.m. to 4 p. m.** and the same will be opened on **14.05.2025** at **3.30 p.m.** in presence of bidders or their authorized representatives.

The Authority reserves the right to accept or reject any tender without assigning any reason. Parties shall be liable to replace defective or inferior quality articles. Failure to execute order to the satisfaction of the authority shall lead to cancellation of order.


Dr. Jayanta Sinha
 Controller of Examinations
 University of Calcutta


 28/4/25

UNIVERSITY OF CALCUTTA



Senate House
Kolkata - 700073
Dated 28.04.2025

NOTICE INVITING TENDER FOR DISPOSAL OF OLD QUESTION PAPERS
FOR PULPING ONLY

Sealed tenders are invited from Manufacturing Mills or their authorised dealers for disposal of old Question papers which are laying at Godown Section, Department of Controller of Examinations, C.U. College Street Campus Location for pulping only.

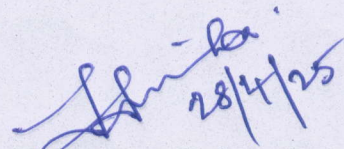
Terms and conditions :-

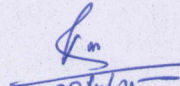
A) The tenders will be received by the office of the undersigned at 2nd floor of Darbhanga Building, 87/1 College Street, Kolkata - 700073 up to **08.05.2025** on all working days from **11 a.m. to 5 p. m.** and the same will be opened on **14.05.2025** at 3.30 p.m. in presence of bidders or their authorized representatives.

B)

- a. The rate will be effective from the date of the offer/ quotation and will be valid till 30.06.2025.
- b. An **earnest money (EMD) of Rs.5.000/- (Rupees five thousand only)** will have to be deposited in university Cash counter, which will be returned after completion of the performance of the contract or as per time schedule by the C. O. E. Department. No Tender will be entertained without Cash Deposit Challan. In no case previous security deposit(s) will be adjusted.
- c. The bidders submitting the tenders must have a registered office of their own at Kolkata.
- d. The bidder are to submit (i) **Tender(Quotation) on their letterhead mentioning the both i.e. rate per kilogram and rate per lot.** (ii) Photocopies of (a) Up-to date Trade license, (b) GST registration certificate (c) PAN card. (d) Experience certificate, if any.
- e. **Selection will be made on the basis of whichever highest in rate i.e. rate per kilogram or rate per lot.**

- f. As and when required, the successful bidders will be informed to collect the Articles from the Godown Section, department of the Controller of Examinations at College Street Campus where such articles may be kept or stored and the bidders will have to collect the articles within 15 days from the date of order.
- g. In case of return of deposit the party concerned will take back his/their deposit from the office of the Controller of Examinations, University of Calcutta, at their own cost, if any and effort.
- h. In case of unsuccessful bidders, that to say whose tenders have not been accepted, the earnest money deposited by them will be returned after one month from the date of opening the tenders & will take back such return from the office of the Controller of Examinations, University of Calcutta, at their own cost and effort.
- i. The University deserves the right to and or amend or modify any of the terms and /or conditions as content here in and/or to bring forth or incorporate such other terms or further terms or condition for performance of the job and/or the contract.
- j. The Authority deserves the right to accept or reject any tender without assigning any reason thereof. Failure to execute order to the satisfaction of the authority shall lead to render cancellation of order and forfeiture of earnest money. Delivery of article by the selected bidder after tender process has to be completed within specified time, as stated by the University. The authority may also take appropriate action to the party for failure of supplying of article in due time.
- k. Total articles to be sold is approximately 1 (one) ton.


Dr. Jayanta Sinha
Controller of Examinations
University of Calcutta


28/4/25



NOTICE INVITING TENDER FOR SUPPLYING OF WOODEN EXECUTIVE CHAIR

Sealed tenders are invited by the Department of Controller of Examinations, University of Calcutta

Sl. No.	SPECIFICATIONS OF WOODEN EXECUTIVE CHAIR		QUANTITY
1.	(a) Material : Premium grade solid wood frame (preferably teak or walnut) with a polished finish.	(b) Design : Executive-style with an elegant and ergonomic design suitable for long hours of use.	1 piece
	(c) Backrest : Elevated high backrest providing full spinal support with additional headrest if available.	(d) Padding : Cushioned seat with high-density foam; leather or leatherette covering in a dark shade (black/brown).	
	(e) Armrest : Comfortable wooden armrests, preferably padded.	(f) Durability : Heavy-duty build with a weight capacity of at least 120 kg.	
	(g) Finish : Scratch-resistant and easy to clean.		

The bidders are to submit (a) Quotations (In their company letter-head) (b) Credentials viz., photocopies of current and relevant Trade License, PAN Card, Latest Income Tax Return, GST Certificate. The bidders are also requested to submit quotation at lowest basic rate i.e. **excluding taxes**.

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[Signature]
28/04/25
Dr. Jayanta Sinha
Controller of Examinations
University of Calcutta