

GOVERNMENT OF WEST BENGAL  
 OFFICE OF THE PRINCIPAL  
 KALYANI GOVERNMENT ENGINEERING COLLEGE  
 KALYANI – 741 235; NADIA

Enquiry No. KGEC/BG/Lib./2025-26/ 65

Date: 30.01.2026

To

All Interested Bidders

Sub: Quotation for Book Processing Works of Library

Sir/Madam,

Sealed Quotations are invited from the Service Providers/Dealers/Agents/Vendors for book processing works of Library as per details given below:

Sl. No.	Name of the item	Quantity
01	Book processing works to be done with accessioning, stamping, labeling, pasting, cataloguing, classifying, data entry, RFID barcode generation, tagging/pasting on books, recording in database and shelving, etc. with all-round ready for circulation. The stationery items of RFID chips, institutional labels/anti-theft stickers, etc. are to be supplied and borne by the party. All other items including the library software may be supplied by the client organization. Rate should be quoted on Turnkey basis.	900 Nos.

The quotations should reach the office of the college Principal latest by 09.02.2026 at 12.00 hours.

TERMS & CONDITIONS

- Quotations are to be submitted as per above given format. All rates quoted should be inclusive of all taxes, levies & duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy at a later stage will not be entertained.
- Transportations, Packing, Forwarding and Insurance Charges, if any, to be borne by the respective agent/vendor/service provider/company.
- Materials & accessories supplied/used should be as per specification and of approved quality, approved by authorized Officer of Kalyani Govt. Engineering College.
- The works to be completed up to 4:00 p. m.
- No advance payment can be made.
- The work should be completed within 45 days
- Bills in Triplicate alongwith the receipt challans should be presented for payment within 15 days of supply.
- The Order No. is to be noted on both Challan & Bill.
- All bills are to be accompanied by Order Copies and Original Challan Receipt.

  
 Principal

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Copy for necessary circulation please –

- The District Magistrate, Nadia, Krishnanagar
- The Sub-Divisional Officer, Kalyani, Nadia
- The Chairman, Kalyani Municipality, Kalyani, Nadia
- The Registrar, KGEC with a request to arrange for uploading in the website
- The Librarian, Kalyani Govt. Engg. College, Kalyani, Nadia
- The Accounts Officer, Kalyani Govt. Engg. College, Kalyani, Nadia
- Office copy

  
 Principal

**Dr. Sourabh Kumar Das**  
 Principal  
 Kalyani Govt. Engineering College  
 Kalyani- 741 235, Nadia, W.B