



NETAJI SUBHAS OPEN UNIVERSITY

H.O.: DD-26, Salt Lake, Sector -I, Kolkata - 700 064.

Phone : 4066 3220, TELEFAX : 4066 3225

Website : www.wbnsou.ac.in

Memo No. Reg/097

Date: 09.02.2015

Notice inviting quotations for empanelment of Courier company

Sealed quotations are invited from leading and fast growing courier companies with nation wide network and delivery station, specially with a coverage to the small towns and interior villages of all parts of West Bengal.

The names of the Govt./Semi Govt./other reputed Institutes with which the firm is working should be indicated (with supporting documents). The firms will be required to keep a security deposit of Rs. 50000/- if empanelled.

They should also submit copies of all the statutory clearance certificates along with their application.

Rates should be quoted on the following heads :

Head	Kolkata	District headquarters, W.B	Sub-Divisional headquarters, W.B	Block-level Headquarters, W.B	All parts of India
Documents (upto 1 kg)					
Parcel (upto 1 kg)					
Parcel (from 1 kg to 10 kg)*					NA
Parcel (from 10 kg to 30 kg)*					
Parcel (from 30 kg to 50 kg)*					NA
Parcel (from 50 kg to 100 kg)*					NA

*Packing boxes are to be supplied by the selected vendor.

Firms willing to be empanelled are to submit sealed envelope superscribed "empanelment of couriers" within 13.03.2015, to the office of the **Registrar, 2nd Floor, Netaji Subhas Open University, DD26, Sector I, Salt Lake City, Kolkata-700064.**

The university reserves the right to accept or reject any application for empanelment without assigning any reason.

Applications not received in sealed cover will be rejected.

Registrar