



Memo No: AC/420/18-19

Dated:22-01-2019

Notice Inviting e-Tender

Tender is invited from reputed, experienced and financially sound companies/vendors / organization for supply, installation(if any) and delivery of various Psychological test items for the School of Education at School of Education, Kalyani Regional Centre, Netaji Subhas Open University (NSOU), Ghoshpara Station Road, Kalyani, Nadia. Interested bidders are to participate in the bidding process as per specifications and conditions mentioned below in the Annexure - I & II.

DATE AND TIME SCHEDULE

Date of Publication of Tender Online through website https://wbtenders.gov.in/	22.01.2019 after 17.00 Hrs.
Date of Document Download Start	23.01.2019 after 14.00 Hrs.
Date of Bid Submission Start	31.01.2019 after 16.00 Hrs.
Date of Bid Submission Closing	11.02.2019 before 17.00 Hrs.
Date of Opening of Technical Bid	14.02.2019 at 12.00 Noon
Date of Opening of Financial Bid	To be notified Later
Pre- Bid Visit of the place of work	28.01.2019 to 30.01.2019 between 12.00 Hrs to 16.00Hrs

Contact Person & Mobile No. 9836536396/9433143234 /7001120831/9051162059

Finance Officer
Netaji Subhas Open University
DD-26, Sector -1, Salt Lake, Kolkata -700064
[Email: sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)
Mobile No: 9432747119



ANNEXURE - I

SPECIFICATION FOR FINANCIAL BID

Psychological Test :

Sl No	Description of Item	Quantity (approx)
1	Educational Aspiration Scale	1
2	occupational Stress Index	1
3	Vocational Maturity Scale	1
4	Rigidity Flexibility Scale	1
5	New Children performance Test	1
6	Educational Interest Record	1
7	Vocational Interest Record	1
8	Mental Health Check List	1
9	Emotional Abuse Test	1
10	A Comprehensive Scale for Tension	1
11	Indian adaption of Maslow's Security-insecurity Inventory	1
12	Depression Inventory	1
13	Student Problem Inventory	1
14	Social Adjustment Inventory	1
15	Study Habit and Attidute Test	1

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ANNEXURE – II

GENERAL TERMS & CONDITIONS

1. The Bidders should have Experience in similar type of supply as specified in the Annexure II.
2. The Bidders should have legal compliance such as: (1) GST Number, (2) PAN / TAN &(3) Trade License.
3. The bidders are to participate in the bidding process for the Tender only online at <https://www.wbtenders.gov.in>. as per prescribed formats.
4. Price should be including GST
5. Price shall be quoted in INR only.
6. Incomplete and Conditional Bids will be summarily rejected without assigning any reasons thereof.
7. Tenders must be submitted in two Separate Bids- (1) Technical Bid covering all the credentials noted above, (2) Financial Bid as specified in Annexure - II. The Technical Bid, if found suitable to meet the specifications noted above, will be followed by Financial Bid.
8. The place of work is at the Kalyani Regional Centre, Netaji Subhas Open University, Ghosh Para Station Road, Kalyani, Nadia.
9. The interested Bidders may visit the place of work at Kalynai Regional Centre, School of Education, Netaji Subhas Open University, Ghosh Para Station Road, Kalyani, West Bengal during the period from 28th January, 2019 to 30th January, 2019 (BETWEEN 12.00 Hrs to 16.00 Hrs.).
10. The sum of all items would only be taken into consideration to have LOWEST QUOTATION.
11. The Bidders should quote all the items (Partial bidding will not be considered).
12. Quantity of items to be supplied may vary at the time of order.
13. The jurisdiction of any legal disputes will be under the Hon'ble High Court, Calcutta.
14. The Authority of NETAJI SUBHAS OPEN UNIVERSITY reserves the right to reject the entire bid received without assigning any reason thereof.
15. The applicant bidders to participate in the bidding process are to fill in the following Formats given in the page No. 4,5 and BOQ.

Finance Officer
Netaji Subhas Open University
DD-26, Sector -1, Salt Lake, Kolkata-700064
[Email: sachindrakar@yanoo.in](mailto:sachindrakar@yanoo.in)
Mobile No: 9432747119

Sachindra Chandra Kar, Finance Officer, Email: sachindrakar@yahoo.in, Mobile No: 9432747119



NETAJI SUBHAS OPEN UNIVERSITY
DD 26, Sector - I, Salt Lake, Kolkata - 700064
Website: wbnsou.ac.in, Tele-Fax: 03340663224, Ph: 03340663213

To
The Finance Officer
Netaji Subhas Open University
DD 26, Sector – 1, Salt Lake
Kolkata – 700064

Ref: Memo No: AC/420/18-19 Dated: 22-01-2019

Sub: Submission of Bid – Technical & Financial with reference to the above.

Sir,

As per guidelines given in the Tender Notice we are quoting the itemwise value and the total amount in the prescribed BOQ format in the Financial bid along with the Technical Credentials supported with relevant documents as applicable. We have read all the terms and conditions given in the Tender Notice and do hereby undertake to obey the rules and regulations of e-Tender.

With regards

Signature with Seal & Date:

Name of Signatory:

Name of Organization:

Mailing Address:

Mobile No of Contact Person:

Email Address of the Organization:



CHECK LIST OF TECHNICAL SPECIFICATION

SL. No.	Particulars	Put Y if Yes/N if No Respectively
1	Experience in similar type of supply as specified in the Annexure II	
2	Legal compliance such as: (1) GST Number, (2) PAN / TAN	
3	Bidder must have registered with EPF	
4	Bidder must have registered with ESI	

Signature with Seal & Date:

Enclosures:

1. Copy of GST Registration Certificate
2. Copy of PAN & TAN
3. Copy of AADHAAR as applicable
4. Copy of Proof of Experience in similar type of job. Quality of design & work specified in the Annexure II
5. Copy of proof of Registration of PF
6. Copy of proof of Registration of ESI
7. Copy of Proof of deposit of Earnest Money of Rs. 25000 /-

Signature with Seal & Date: