

Tender form

**To,
The Principal (i/c)
Bahona College**

Sub: Submission of tender for running the College Digital Center.

Madam,

In reference to the subject cited above, I/we would like to submit my bid for running the College Digital Center at Bahona College. I have enclosed the necessary documents with this application. The rent and rates are mentioned below. Therefore, I kindly request you consider my bid for the same. I authorize the college authority to cancel my application, if find incomplete or false.

Details of the Bidder:

NAME OF THE APPLICANT:

NAME OF THE PARTNER (IF ANY):

ADDRESS:

**Photograph of
the Applicant**

BANK ACCOUNT NUMBER*:

NAME OF THE BANK ACCOUNT HOLDER:

NAME OF THE BANK:

BRANCH:

IFSC:

VOTER ID*:

AADHAAR (If available)*:

PAN*:

GST NUMBER (If available)*:

* PHOTOCOPY/XEROX OF THE SUPPORTIVE DOCUMENTS NEED TO BE ATTACHED.

Quotation of Rates

Item	Rate	Item	Rate
Photocopy: Legal Paper (B/W) Single Side		Printing: Legal Paper (B/W) Single Side	
Photocopy: Legal Paper (Color) Single Side		Printing: Legal Paper (Color) Single Side	
Photocopy: A4 Paper (B/W) Single Side		Printing: A4 Paper (B/W) Single Side	
Photocopy: A4 Paper (Color) Single Side		Printing: A4 Paper (Color) Single Side	
Photocopy: Legal Paper (B/W) Both Side		Photo Printing: Passport size 6 copies	
Photocopy: Legal Paper (Color) Both Side		Photo Printing: Passport size 12 copies	
Photocopy: A4 Paper (B/W) Both Side		Photo Printing: Stamp size 6 copies	
Photocopy: A4 Paper (Color) Both Side		Photo Printing: Stamp size 12 copies	
DTP: English A4 Paper (B/W)		Photo Printing: 4x6 size	
DTP: English Legal Paper (B/W)		Online Application (Without Printing)	
DTP: English A4 Paper (Color)		Flex printing Per Sq Feet (Regular)	
DTP: English Legal Paper (Color)		Flex printing Per Sq Feet (Star quality)	
DTP: Assamese A4 Paper (B/W)		Book (Discount on MRP)	
DTP: Assamese Legal Paper (B/W)		Notebook (Discount on MRP)	
DTP: Assamese A4 Paper (Color)		Stationary (Discount on MRP)	
DTP: Assamese Legal Paper (Color)		Spiral Binding (below 50 sheets)	
Certificate Printing (Glossy Hard Paper)		Spiral Binding (Above 50 sheets)	
Certificate Printing (Regular Hard Paper)		Hard Binding (below 50 sheets)	
Lamination A4 Paper		Hard Binding (Above 50 sheets)	
Lamination Legal Paper		Monthly Rent	

Name of the Applicant/Bidder:

Signature of the Applicant/Bidder: