



Bangladesh University of Business and Technology (BUBT)

Committed to Academic Excellence

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Ref: BUBT-Reg-4061-12-24

Date: 31.12.2024


Invitation for quotations for Printing Item

Sealed Quotations are hereby invited from the renowned Printing Firms for printing and supplying of the following item for Bangladesh University of Business and Technology (BUBT) as per specifications mentioned below:

Sl. No.	Specification	Quantity	Unit Price (BDT)	Total Price (BDT)
01.	<u>Convocation Souvenir:</u> Design: DTP Work and Positive Size: 11" x 7.75"; Cover: 300 gram Art Card (Hansol); Print: 4 color with Matt & Spot Lamination; Inner Page: 120 gram Art Paper 4 color design & back to back printing Binding: Auto sewing and glue binding Forma: 43.5 (348 page)	1,500 pcs		

Terms & Condition:

1. The Sealed Quotation must be submitted at the BUBT Tender Box or submit to: po.reg@bubt.edu.bd on or before January 09, 2025 within 11:00 am.
2. Necessary design, type face, content and proof reading must be solicited as per the direction of the BUBT authority.
3. The University reserves the right to accept or reject any quotation as may deem fit.
4. The products must be supplied within 07 (seven) days from the date of issue of work order.
5. Delivery must be made at BUBT campus by the supplier at his own cost.
6. The quoted price must be inclusive of **VAT and Tax** as per Bangladesh Govt. rules, otherwise the Quotation shall not be accepted.
7. **Sample paper must be submitted** with the Quotation otherwise; the Quotation shall not be accepted.
8. Payment will be made by A/C payee cheque after successful delivery and on obtaining quality report.


31.12.2024

(Dr. Md. Harun-or-Rashid)

Registrar

Distribution:

1. BUBT Website
2. BUBT Notice Board