



# Bangladesh University of Business and Technology (BUBT)

*Committed to Academic Excellence*

Plot No. 77-78, Main Road, Rupnagar, Mirpur-2, Dhaka-1216, Bangladesh.

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Ref: BUBT-Reg-1102-06-25

Date: 30.06.2025

## Schedule for Printing and Supply of Students' Instruction Booklet

Sealed quotations are here by invited from the renowned Printing Press/Supplier Company for supplying the Students' Instruction (ছাত্র নির্দেশিকা) Booklet for Bangladesh University of Business and Technology (BUBT) as per specifications and sample mentioned below:

SL.No.	Description	Quantity	Unit Price	Total Price in BDT.
01.	<b><u>Students' Instruction (ছাত্র নির্দেশিকা) Booklet</u></b> Size: A4 Paper = 80gsm offset paper (Cover and Inner) Cover = Four Color ( top page) 1 color Back page Inner = 1 color back to back Total page = 16 (Patta -8) Binding = Pin binding and Rexine cover at spine	<b>1,800 Pieces.</b>		
	VAT & Tax			
	Total Price in BDT.			

### Terms & Conditions:

1. The sealed quotation with sample must be submitted at the BUBT Tender Box or submit to reg@bubt.edu.bd on or before **July 04, 2025.**
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 product must be supplied within 7 (seven) days from the date of issue of work order.
5. Soft copy of printing matter must be submitted with delivery challan.
6. The payment will be made by A/C Payee cheque after successful delivery and on obtaining quality report.

*Dr. Md. Harun-or-Rashid*  
30.06.2025

(Dr. Md. Harun-or-Rashid)  
Registrar

### Distribution:

1. Printing Press Company / Supplier
2. BUBT Notice Board
3. BUBT Web side

### Copy for information is to:

1. PS to the Vice Chancellor
2. Treasurer, BUBT
3. Joint Director of Accounts
4. Joint Registrar
5. Office Copy

*Dr. Md. Harun-or-Rashid*