



Bangladesh University of Business and Technology (BUBT)

Committed to Academic Excellence

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Ref: BUBT-Reg-2296-09-23

Date: 14.09.2023

Schedule for Printing Item

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

Sl. No.	Description	Quantity	Unit Price (BDT)	Total Price (BDT)
01.	Newsletter 2022 Size: 8.3" x 11.7" (A4), Front & Back Cover: 300 gsm art card with Spot and Matte Lamination Paper: 120 GSM Art Paper, Print: 4 Colour Design & Back to back 4 Colour Printing, Lamination: Matte Lamination Binding: Pin Binding, Forma: 2 /16 pages ** At least 2 dummy for proof	600 Pieces (six hundred)		

Terms & Condition:

1. The Sealed Quotation must be submitted at the BUBT Tender Box or email: registrar@bubt.edu.bd within September 18, 2023;
2. Necessary design, type face, content and proof reading must be solicited as per the direction of the BUBT authority;
3. The products must be supplied within 07 (seven) days from the date of issue of work order;
4. Delivery must be made at BUBT campus by the supplier at his own cost;
5. Soft copy of each printing matter must be submitted with delivery challan;
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;
9. The University reserves the right to accept or reject any quotation as may deem fit.


14.09.23
(Dr. Md. Harun-or-Rashid)

Registrar

Distribution:

1. Printing Houses/ Suppliers
2. BUBT notice board
3. BUBT Website