University Institute of Technology
The University of Burdwan
Golapbag (North), Burdwan- 713104

Date: 05.01.2017

INVITATION FOR QUOTATION FOR PUBLISHING INTERNATIONAL CONFERENCE PROCEEDINGS

Sealed Tender/quotation(s) are invited from eligible and qualified International publishers under two bid systems (technical bid and price bid separately) for publishing Proceedings containing selected and reviewed papers of the International Conference on Modelling, Computing and Technological Innovations (ICMCTI-2017) under TEQIP-II to be held during 09-11 February, 2017.

(A) Scope of Work

1. Publication of 150 printed copies containing approx 30-40 conference papers with pages ranging in between 250-300 in English Language. The publisher will also provide free 150 E-books in electronic format in CDs.

2. Paper to print text matter -70 GSM

3. Size: Demo Quarto (9.50'x12.00')

4. Format –Hard Cover format

5. Colour - Cover Page in Four Colour and Inside Text Printing in one Colour (Black and White).

6. The publisher/firm/bidder will perform all Printing and Binding Work for the camera-ready version supplied by the organizers of ICMCTI-2017.

7. The publisher/firm/bidder will provide 150 free CD with electronic copies in face designed to match the book's cover and a hard case to protect the CD with a cover jacket.

8. The publisher/firm/bidder must be ready to publish the papers which will be forwarded by the organizing Committee of ICMCTI-2017 after its acceptance by the own constituted reviewers.

9. The publisher/firm/bidder shouldensure that the proceedings will also be available for sale to worldwide users.

10. Publisher/firm/bidder will deliver 150 print copies and free 150 electronic copies in CDs to the Conference Organizers **on or before 28th February, 2017**.

(B) Eligibility

1. The publisher/firm/bidder must be of international repute providing specific ISBN and is specialized for publishing regular conference papers in the field of Science, Engineering and related inter-disciplinary subjects.

2. The publisher/firm/bidder must have at least 5 years experience and expertise in publication for regular

conference proceedings.

3. The publisher/firm/bidder should have international marketing network directly or with affiliates.

4. The publisher/firm/bidder must have the requisite domain expertise with regard to publication of conference paper or regular articles, necessary service after acceptance of papers.

5. The publisher/firm/bidder must declare the maximum time to be taken for publishing the papers before the commencement of the Conference with all work including the professional editing and printing.

(C) TERMS AND CONDITIONS (UNDER TWO BID SYSTEM)

I. Instructions to the Bidder:

1. Last Date & Time for submission of Tender Documents:
13.01.2017 at 3.00 p.m. and received Tenders will be opened on the same day at 3.30 p.m.

2. Submission of tender Document: Tender/quotation (**separately for technical bid and price bid**) must be submitted in sealed cover super-scribing thereon bidder's name, Notification No. and name of the subject matter by Normal/speed/Registered post/courier service addressed to **The Principal, University Institute of Technology, The University of Burdwan, Golapbag (North), Burdwan- 713104, West Bengal, India**positively before the tender bid closing time.

3. Quoting the Core price & Tax, Duties, Discount etc.: The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid.

4. The validity of the Quotation: The validity of the quotation should be for at least 60 days from the closing date of the bid.

5. Bids: The bids will not be considered if received after the closing date and time. The offers received through telex/ fax /e-mail will not be accepted by the Institute under any circumstances. Any offer containing incorrect and incomplete information shall be liable for rejection.

6. In case of Postal loss: The Institute shall not be responsible for any delay/loss or non-receipt of tenders by post /courier services.

7. Purchase Agreement: If an order is placed with the firm, the purchase shall be governed by an agreement as per the University rules in force at the time. Additional terms and conditions may be incorporated in the purchase order, if needed, to safe guard the interests of the University. The Tender is non-transferable.

8. Power to reject the offer: University Institute of Technology, The University of Burdwan reserves the right to accept/reject any offer in full or in part or accept any offer other than the lowest offer. However, deficiencies on any crucial criteria, eligibility and scope of work will be a factor, for consideration other than the Lowest Quotation.

II. Price Schedule

1. The bidder who is capable of supplying the entire solutions as per the specifications of the publication is alone need to submit their quotation.

2. The rates should be quoted for 150 print copies + 150 free electronic copies in CDs (E-books)

3. The price should include the Delivery of print copy of the published papers and in CD.

III. Conditions of Contract: -

1. The offer must be in English. The rates should be indicated both in figures and words against item specified. It is **preferable that the price be quoted in Indian rupees.**

2. The prices quoted shall remain firm until the publication process is completed.

3. All the Bank charges within India shall be borne by the purchaser and outside India shall be borne by the bidder/supplier.

4. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.

5. No Agency commission will be paid to any authorized agent.

We look forward to receive your quotation and thank you for your interest in this project.

5/1/2017

Prof. Bibhas Kr. Pramanik
Prof. & In-charge, ECE & AEIE Dept.,
Coordinator, TEQIP-II,
TEQIP-II, Coordinator
University Institute of Technology
The University of Burdwan

05/01/17

Dr. Apurba Kr. Ghosh
Teacher-In-Charge
UIT, B.U