MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

(Formerly, WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: Haringhata, Nadia, West Bengal

Kolkata Office: BF-142, Sector -I, Salt Lake City, Kolkata -700 064

Phone: +91 33 2321-0731, 2321-1327 # Fax: +91 33 2321-7578, 2334-1034

NOTICE

Tender Notice: MAKAUT-WB/2026-27/CONVOCATION-ID/001 **Date: 22-07-2026**

Notice for inviting quotations for supply of PVC ID Cards for the 11th Convocation Ceremony of MAKAUT, W.B. to be held on 07th August 2026 (Friday)of MAKAUT-WB at the Haringhata Campus of the University.

Important Dates:

Sl. No.	*Particulars*	*Publishing date(s)*
1.	Date of N.I.T. and Tender Documents (Starting)	**22-07-2026**
2.	Bid Submission Starting Date	**22-07-2026**
3.	Bid Submission Closing Date (offline)	**29-07-2026**
4.	Technical & Financial Bid Opening Date	**To be notified**

TECHNICAL SPECIFICATIONS OF THE ITEM

Sl. No.	Item	Description
1	**PVC ID Card**	**The details of items to be supplied is given in Annexure-1.**

General Conditions:

1. The Bidder should be a registered firm under prevailing rules having an office in West Bengal, preferably in Kolkata and will provide essential registration numbers like TIN, GST, PAN/TAN etc.
2. The University reserves the right to accept or reject any tender without showing any reason.
3. Vendors should submit the following tender documents, otherwise the Tender are to be treated as incomplete Tenders incomplete will be rejected.
4. Subcontracting in any form will not be allowed by the University.
5. All legal disputes shall be subject to the jurisdiction of Calcutta High Court.
6. Sealed quotation to be submitted/ delivered into TENDER Box of Purchase Section, within 17:00 hours on 29th July, 2026 at the address mentioned below -
   Maulana Abul Kalam Azad University of Technology, West Bengal, Ward No.08, Post Simhat, P.S.- Haringhata, Nadia - 741249.
7. Any dispute which may arise between the parties hereto in respect of this AGREEMENT shall be referred to the Vice Chancellor of the University whose decision shall be final and irrevocable.

I. Cover containing the following documents:

Sl. No.	*Category*	*Sub-Category*	*Sub-Category Description*
A.	Certificates	Certificates	Trade License (Latest) PAN Card GST Registration Certificate MSME Certificate Others (as available)

-Sd./-
Asst Registrar,
MAKAUT, W.B

AR 22/07/2026

(Anup Kumar Mukherjee)
Assistant Registrar
Maulana Abul Kalam Azad University
Of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249

22/7/26

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Annexure-1

1. PVC ID Card Technical Specifications

The institutional identity cards for the convocation must adhere strictly to the following parameters to ensure durability, standardized visual presentation, and seamless integration with event protocols:

- **Item Description:** High-grade rigid PVC Identity Card.
- **Dimensions:** Exactly 14 ext{ cm} imes 9 ext{ cm (Large format badge suitable for convocation dignitaries, officials, and participants).
- **Thickness:** 1 ext{ mm heavy-duty structural rigidity.
- **Branding & Printing:** Multi-color institutional printing featuring the official colored Convocation Logo alongside necessary credential details.

Finish: Glossy or matte protective lamination overlay resistant to fading and daily wear.

1. Lanyard & Tag Specifications and Quantity Breakdown

2. Customized colored lanyards/tags corresponding to specific award and participant categories, featuring a standardized width of 2 ext{ cm.

Category / Classification	Tag Color Specification	Required Quantity (Units)
Gold Category	Golden	407
Silver Category	Silver	437
Bronze Category	Bronze	439
Ph.D. Category	Orange	192
Total Core Registrations / Convocateur Base		**1,475**

Note:

Buffer & Contingency Gross Markings: Initial administrative workings reference contingency allotments up to **1,475 units** and secondary batch milestones of **500 units** to manage last-minute additions, VIP entourages, and replacement stock.

Rate to be quoted in this format

Sl. No.	Item/Job	Quantity	Item Rate(Rs.)	Item Value (Rs.)
1.	ID Card with strips			
Item Value (excl. GST)				
Add: GST @ …….%				
Grand Total (incl. all)				

Note:

✓ ***The price of each individual item should be quoted separately in a single row as per the format above***

-Sd/-
Asst. Registrar
MAKAUT, WB

(Amrita Kr. Mukherjee)
Assistant Registrar
Maulana Abul Kalam Azad University
Of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249