



NOTICE INVITING QUOTATION (NIQ)

Subject: Invitation of Quotation with GST for Supply of Musical Instruments – Department of Music, Biswa Bangla Biswabidyalay.

Respected Sir/Madam,

The Department of Music, Biswa Bangla Biswabidyalay, Bolpur, Birbhum, intends to purchase the following musical instruments for academic and cultural activities of the students. You are requested to submit your competitive quotation on your official letterhead, duly signed with date and stamped, as per the details below:

List of Instruments Required:

Sl. No.	Name of Instrument	Specification / Make	Quantity
1.	Manual Tanpura	Both male and female	01 Each
2.	Tabla Set	on scale C & D, Brass Bayan	01 Set
3.	Pakhwaj	-	01Pcs
4.	Electronic Tanpura	Digital	01 Pcs

Important Instructions for Quotation:

- Rates:** Please quote two separate rates for each item:
 - A. Rate without delivery - Ex-shop/Ex-godown price.
 - B. Rate with delivery - F.O.R. destination, i.e., delivered at **Biswa Bangla Biswabidyalay, Bolpur, West Bengal – 731204.**
- Tax:** Rates must be inclusive of all taxes. Please mention the applicable GST % separately for each item.
- Validity:** Quotation should remain valid for a minimum of 30 days from the last date of submission.
- Warranty:** Mention warranty period for each instrument.
- Delivery Period:** Expected time for delivery within 7days after receipt of purchase order.
- Payment:** Payment will be made through NEFT after satisfactory delivery, inspection, and submission of bill in triplicate.
- Documents:** Please attach a copy of GST Registration Certificate and PAN with the quotation.

Last Date & Mode of Submission:

The sealed quotation / scanned PDF should reach the undersigned on or before **5:00 PM 08/6/2026** via email at **vc@bbb.ac.in**

The University reserves the right to accept or reject any or all quotations without assigning any reason.
Thanking you,

Yours faithfully,


01-06-26
Finance Officer (Acting)
Biswa Bangla Biswabidyalay
Shibpur, Bolpur, Birbhum.

Finance Officer
Biswa Bangla Biswabidyalay
Bolpur, Birbhum, W.B.