



Centre for Endangered Languages,  
Visva-Bharati, Santiniketan

Ref. 466

Date: 25<sup>th</sup> August, 2021

**Tender for Publication**

Sr. No.	Content	Medium of Publication	Required copies	Pages	Required task
1.	Edited book	English	200	340-380	<ul style="list-style-type: none"><li>• Copy Editing</li><li>• Formatting</li><li>• Proof Reading</li><li>• Publication</li><li>• Delivery at CFEL, Santiniketan</li></ul>
2.	A book based on bibliographic collection	English	200	110-140	<ul style="list-style-type: none"><li>• Formatting</li><li>• Proof Reading</li><li>• Publication</li><li>• Delivery at CFEL, Santiniketan</li></ul>

**General Conditions**

1. Publication will be attractive with systematic formatting and error free proofing.
2. Manuscript of the proposed books will be submitted in soft copy (MS-Word file) through e-mail.
3. Content pages will be with 70 GSM (black & white) and Jacket with 170 GSM (Colorful).
4. Book will be published with ISBN number.
5. Visva-Bharati will have copyright of the book; however publication house may have its logo on the book showing as collaborative task with CFEL, Visva-Bharati.
6. Delivery at Santiniketan is must within 50 days of submission of manuscript through e-mail.
7. 100 percent payment will be done through bank account only after timely delivery of the books.
8. Credentials of publication house along with two separate (for both books) sealed quotations will be required via speed post.
9. Having experience in linguistics related publication will be preferred.
10. The vendor will be communicated in due course in case the decision is in their favour. Interim enquiries about offers will not be attended. However any queries related to NIT are welcomed on given addresses.
11. Once the offer is accepted by the Chairperson/authority/Indenter and the order is placed on that basis, the vendors will be responsible to provide services accordingly within the stipulated time, or compensate the University for Loss, if any, on account of non-execution of the publication and delivery order.
12. Liquidated Damage: Visva-Bharati reserves the right to impose liquidated damage as and when required; the rate of penalty will be at par with the same of the Govt. of India's regulations.
13. University/Centre will not pay any hidden charges for the purpose.
14. University reserves the right to accept / cancel any of the tender or part thereof without assigning any reason.

  
25/8/21  
Chairman  
संकेन्द्रित भाषा केंद्र  
Centre for Endangered Languages  
विश्वभारती, शांतिनिकेतन  
Visva-Bharati, Santiniketan



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15. If the terms of the tender etc. are vague, incomplete, contradictory and confusing, the offer will be rejected without any explanation.
16. All disputes are subject to "Bolpur, Birbhum, W.B, jurisdiction" only.
17. Last date for submission of tender through speed post is 27<sup>th</sup> September, 2021.

**Financial Bid**

The financial bid should be submitted for each publications (total 2) considering given task mentioned under title 'Required Task' .

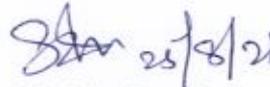
Sl. No.	Heads	Rate per Page in Rs.
A	1 Copy Editing	
	2 Formatting	
	3 Proof Reading	
	4 Printing/Publication (Black & White )	
	5 Others if any (please Specify)	
	Total	
B	Colorful Hard Binding (per copy)	
C	Colorful Paper/Soft Binding (per copy)	
D	Publication Delivery at CFEL, Santiniketan (all publications)	
E	Discount, if any	
F	GST (if any)	

*In terms of rates, lowest bidder will be selected on the basis of the A, B, C, D, E and F taking as total.*

**Address Details**

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**Contact No.** +91 9434634320



**Prof. Sabita Pradhan**

Chairperson, Centre for Endangered Languages,  
Visva-Bharati, Santiniketan

**अध्यक्ष**  
**Chairman**

संस्कृत भाषा केंद्र  
Centre for Endangered Languages  
विश्वभारती, सन्तिकेतन  
Visva-Bharati, Santiniketan