



Army Institute of Management
(ISO 9001:2015 Certified)
Plot No III B/11, Action Area III
Major Arterial Road
New Town, Rajarhat
Kolkata-700160
Website: www.aim.ac.in

0037/3/Gen/AIM

13 Jan, 2026

CALL FOR QUOTATION:

Purchase of Souvenir for Corporate Officials

1. Sealed quotations are invited from interested vendors for the supply of **200** numbers of souvenirs for corporate officials invited by AIMK during the final placement drive and SIP. The details/specifications of the souvenirs are given below, along with sample photographs for reference:
2. Details of Souvenir:
 - a) 3-in-1 Combo Gift Set - (200 nos): Hard Paper Box (Size: 25.9 cm x 22.9 cm x 7.8 cm) consists of:-
 - 1x Diary (164 nos pages; Elastic band for tie; Non-dated Diary)
 - 1x Stainless Steel Water Bottle
 - 1x Metal Ball Pen[All the above items shall be brown in colour and neatly packed in a brown hard paper box as shown in the sample photos below. The **AIMK logo** must be prominently displayed on each item as well as on the box]
 - b) Corporate Ceramic Mug (with AIMK logo) - (200 nos)
 - c) Corporate Canvas Bag (with AIMK logo) - (200 nos):
 - Material: Cotton Canvas (10 ounce Canvas)
 - Colour: Off White
 - Size: 16 cm x 14.5 cm x 3 cm
 - Single colour Logo printed on both sides with Zipper
3. The terms and conditions will be as under :-
 - (a) Quotation should be submitted in Tender Box in a sealed envelope on Company's original letterhead with office seal and signature of authorized signatory with full name, designation & contact number. Photocopy or scanned letterhead is not acceptable.
 - (b) GST / other tax applicable, if any, should be clearly specified.

(c) The following documents must be enclosed as **signed photocopies** with the quotation :-

- (i) Trade License
- (ii) GST Registration document
- (iii) PAN / TAN
- (iv) Call for Quotation Letter

(d) Please address the quotation to the “**Presiding Officer, AIM Kolkata, Board for Purchase of Souvenirs for Corporate Officials**”, and submit it in the Tender Box located at the Reception area of the Administrative building of AIMK. Kindly include your point of contact and mobile number on the bottom left corner of the envelope.

4. Before submitting your quotation, it is recommended to visit AIMK for having a better understanding about the souvenirs along with the sample of the items.
5. Last date for submission of quotation is **27 Jan 2026** (14:00 hrs).
6. Bids would be opened on **27 Jan 2026** (15:00 hrs) in the Office of the Presiding Officer/Registrar, AIMK. Bidders or their authorized representatives are welcome to be present at the time of tender opening.
7. A copy of the Institute logo is enclosed for reference. The exact customization details shall be finalized after the actual item is made available. The size and placement of the logo can be decided post production of the sample items.
8. Payment Terms: Payment will be made by AIMK after checking of correctness of the supplied items.
9. For any query and clarification, please contact the undersigned.

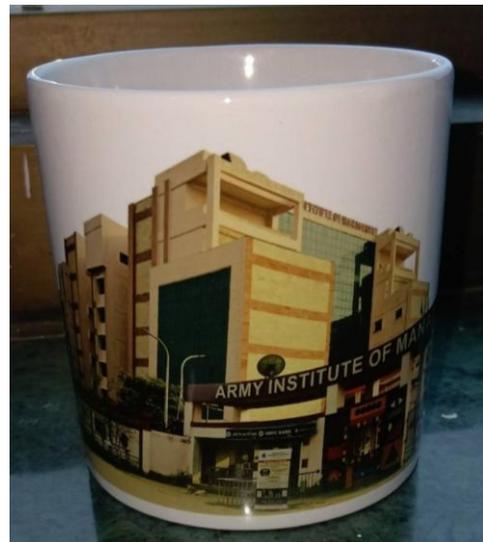
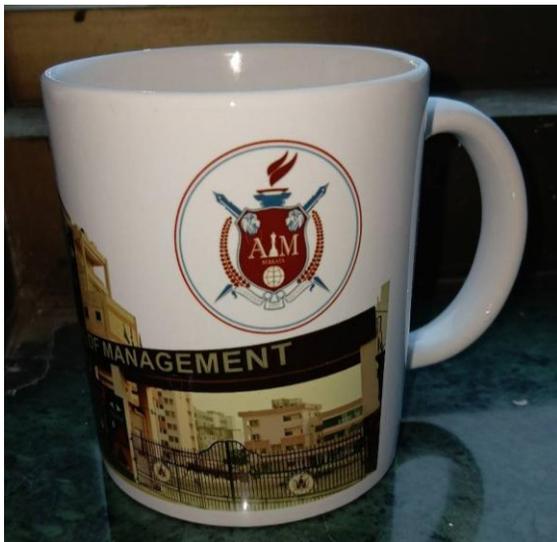

(Dr. Sayan Palit)
Presiding Officer
AIM, Kolkata

SAMPLE PHOTOGRAPHS OF SOUVENIRS

3-in-1 Combo Gift Set



Corporate Ceramic Mug



Corporate Canvas Bag



AIMK Logo

