

অসম বিজ্ঞান প্রযুক্তিবিদ্যা আৰু পৰিৱেশ পৰিষদ
(বিজ্ঞান আৰু প্ৰযুক্তি বিভাগ, অসম চৰকাৰ)

Assam Science Technology and Environment Council

(Department of Science and Technology, Government of Assam)

Bigyan Bhawan, G.S. Road
Guwahati -781005
Assam, India
Website: www.astec.gov.in



Telephone : 0361-2450646
2464621
Fax : 0361-2464617
E -mail : astec@rediffmail.com

No.: ASTEC/Env/1796(Part-II)/2017/4259

Date: 18-02-2017

Notice Inviting Quotation

Sealed quotations along with non-refundable IPO of Rs. 20/- or Court fees of Rs. 8.25 only or D.D. of Rs. 20/- in favour of "Director, ASTEC" payable at Guwahati are invited by the undersigned from Govt. Registered Printers with Class-'A', registration from the Printing and Stationery Dept. of Govt. of Assam for printing of Souvenir to be published on the occasion of National Science Day 2017 and Assam Science Festival, **28th February, 2017**. The Bidders should have sufficient experience, financially sound, having sufficient manpower and machine facility. The quotation should reach the undersigned by 2.00 PM on 22-02-2016 and would be opened at 2.30 PM on the same day. In case the day happens to be a holiday, the same would be opened on the following working day at the same time. Rate should be quoted inclusive of all applicable taxes showing the tax component. Interested parties are to quote rates on items as per column given below.

Specifications:

Size : ¼ Demy size

Quantity : 500 copies

Page : 52 pages (approximately)

	Description	Quantity	Unit	Rate	Amount
(A)	Multi-Colour Page Print				
1.	Page Setting, Layout	52	pages		
2.	Process, Plate Making and multicolour printing	13	Plates		
3.	Cost of 80 GSM D/Demy Art paper	7	Reams		
(B)	Cover Multi Colour				
1.	Designing, setting and layout	1	Matter		
2.	Plate and Multi colour print per format	1	Format		
3.	Cover page (250 GSM D/Demy)	140	sheets		
(C)	Others				
1.	Mat lamination per cover with UV Printing	500	copies		
2.	Perfect Binding Each Book	500	copies		
3.	Packing and delivery	L/S			

Terms & conditions:

The Tender should be submitted in a sealed envelope with the following details:

1. **"Quotation for Printing Souvenir NSD-2017"** superscribed clearly on the top.
2. Name of the Bidder/Firm, Address and Contact No. of the Bidder/Firm superscribed clearly on the envelope
3. The envelope should contain the Name of the Bidder/Firm, Address and Contact No. superscribed clearly on the envelope.
4. IPO of Rs. 20/- or Court fees of Rs. 8.25 only or D.D. of Rs. 20/- in favour of "Director, ASTEC" payable at Guwahati.

5. Self attested Copy of valid Certificate of PNS No. from the Department of Printing and Stationery as supporting evidence of Class – A Registration.
6. PAN No. is to be mentioned clearly with self attested supporting evidence.
7. GRN/VAT Registration No. is to be mentioned clearly with self attested supporting evidence.
8. Samples of papers to be used mentioning clearly the brand and GSM. If two or more samples are submitted for an individual item, the quotation for rates should clearly indicate the rate for each sample.
9. Rates of each item quoted separately for each item in Rupees inclusive of all taxes i.e. T.D.S. & VAT, etc. including transportation and other applicable charges (if any). Applicable tax will be deducted at source for which necessary Tax Deduction Certificate will be issued to the supplier as and when asked for.
10. The Rates should be valid for at least 12 months.
11. The offer should contain rates with complete breakup of cost for the work so that the rates can be recalculated in the event of increase or decrease of number of copies or pages as and when executed.
12. The desired make of the paper is JK Paper, however, rates for paper of different make may be also submitted along with the rates for JK paper. The samples of both types of paper are also to be enclosed along with Bid documents.
13. Intending tenderers/bidders must quote their rates in our prescribed format/document only. All the pages of the document have to be duly signed with seal at the bottom of the page.
14. Intending tenderers/bidders are to quote their rates for all works. Quoting rates for part of the work will not be accepted and considered as incomplete. Incomplete tender will be rejected.
15. The printing job is to be completed and the printed material is to be delivered to this office by **27th February 2017**.
16. No extra payment for carrying or delivering of materials will be allowed.
17. In the event of defective execution of work leading to rejection of work the firm will re-print the same and carry out corrections and improvements as may be advised and no extra cost/charges shall be entertained against such work
18. Tender of any bidder not accompanied with above document shall be summarily rejected.
19. After completion of the work, the softcopy of the composed matter in Pagemaker/Corel Draw/Adobe Photoshop as applicable and Printable Document Format (PDF) is to be submitted along with the Bill.
20. Under no circumstances, escalation of price will be entertained.
21. The Director, ASTEC, reserves the right to accept any offer that would be advantageous to the Council or right to cancel any or all quotations without assigning any reason thereof.
22. Any dispute what so ever, will be confined under the jurisdiction of Gauhati High Court, Guwahati.

Sd/-
Director, ASTEC

Copy to –

1. ASTEC Notice Board
2. Website of ASTEC, www.astec.gov.in
3. Dy. FAO, ASTEC

Sd/-
Director, ASTEC