

ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL

(Under Department of Science and Technology, Govt. of Assam)

Bigyan Bhawan
Near IDBI Bldg, G.S. Road
Guwahati - 781 005
Assam, India



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No.: ASTEC/Env/1665/Part-IV/2014/9869

Date: 01/09/2014

Notice Inviting Quotation

Sealed quotations along with I.P.O. of Rs. 10/- (Rupees ten) only (non refundable) in favour of the Director, ASTEC, 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 the printing works of 600 copies of "Amar Bigyan" to be published on the occasion of State Level Children's Science Congress, 2014 to be held during 16-19th October, 2014. The offer should contain rates of each items as mentioned below. The quotation should reach the undersigned **by 2.00 PM on 11/09/2014** 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 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.

Specification of Job Requirement:

Size : 1/4 Demy Size

	Items	Units	Estimated Quantity
1.	Cover Multicolour printing in 220 GSM Art Paper Rates are to be quoted for designing, printing each cover including processing and preparation of plate etc. complete	Each	600 Books
2.	Text Pages DTP Composing/formatting, making plates and printing: Rates are to be quoted for each page/plate or forma		100 pages approximately
	(a) Type setting (composing) the text and images as directed.	per page	100 pages
	(b) Making of plates	Per plate	25 plates
	(c) Printing: The Text Pages are to be printed on 16.0 Kg Maplitho paper, JK Brand . Rates may be quoted for printing on other grades/brands of paper. Rates to include cost of paper, printing charges etc. as required complete	Per plate	25 plates
	(d) and other such items as required complete (please specify) such that the rates can be recalculated in case of increase or decrease in number of pages.		
3.	Mat lamination of cover.	Each Cover	600 covers
4.	Stitching and binding of the book in the cover.	Each Book	600 books

Terms & conditions:

- 1) The quotation is to be submitted in sealed envelope superscribed with "**Quotation for Printing Amar Bigyan**" and should contain the technical bid and financial bid in two separate, sealed envelopes.
- 2) **Technical Bid:**
The quotation is to be submitted in sealed envelope superscribed with "**Quotation for Printing Amar Bigyan – Technical Bid**" on the top and should contain the following
 - a) I.P.O of Rs. 10/- (Rupees ten) only (non refundable) in favour of the Director, ASTEC, Guwahati.
 - b) PAN No. is to be mentioned clearly with supporting evidence.
 - c) GRN/Assam VAT Registration No. is to be mentioned clearly with supporting evidence.
 - d) Copy of Certificate from the Department of Printing and Stationery as supporting evidence of Class – A Registration.
 - e) One copy of recent similar publication by the bidder including work-order for the same.

- f) 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 separately.
- 3) Financial bids will be opened only if the party qualifies in the technical bid.
- 4) **Financial Bid**
The Financial Bid is to be submitted in a separate sealed envelope super-scribed with “**Quotation for Printing Amar Bigyan – Financial Bid**” on the top and should contain the following
- a) Rates should be quoted in rupees inclusive of all taxes i.e. T.D.S. & VAT, etc. 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.
- b) The Rates should be valid for at least 6 months.
- c) If two or more sample papers are submitted for an individual item, the rates should clearly indicate reference to the samples.
- 5) The printing job is to be completed and supplied within 15 days from the date of issue of the work order.
- 6) The Director reserves his 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.
- 7) Any dispute whatsoever will be confined under the jurisdiction of Gauhati High Court, Guwahati.

Sd/-
(H.C. Dutta)
Director

Copy to –

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

Sd/-
(H.C. Dutta)
Director