

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



Assam Science Technology and Environment Council
(Department of Science and Technology, Government of Assam)

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ASTEC/Env/1813/Pt-V/2017 /2756

Date: 22/10/2020

Notice Inviting Quotations

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 in two-bid systems (Techno- commercial & Financial) by the undersigned from Govt. Registered Printers with Class-'A', registration from the Printing and Stationery Dept. of Govt. of Assam for printing of 500 copies "Commemorative Souvenir for Silver Jubilee Celebration for National Children's Science Congress, Assam. The Bidders should have sufficient experience, financially sound, having sufficient manpower and machine facility. Interested eligible Bidders may obtain further information from this office.

The quotation should reach the undersigned by 2.00 PM on 01/11/2020 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.

Director ASTEC reserves the right to accept any offer that would be advantageous to the office and not binding to accept the lowest rate or reject all offers without assigning any reason thereof.

The bidder must submit their quotation with all relevant documents, including evidences. Only rates against the work as per the breakup below are to be quoted. The rate should be quoted inclusive of all applicable tax and the same will be deducted at source for which necessary Tax Deduction Certificate will be issued to the supplier as and when asked for. Interested parties are to quote rates on items given below.

Total Quantity: 500 books

Size: ¼ Demy

Approximate Number of Pages : Single Colour – 120 pages; multicolour – 12 pages


	Description	Approx. Quantity	Unit	Rate	Amount
(A)	Text Print				
1.	Process and Plate Making (8 page D/Demy plate)	15	Plates		
2.	Print per plate per thousand	15	Plates		
3.	Cost of text paper, JK Brand (70 GSM) 18.6 KG Double Demy paper	9	Reams		
(B)	Colour Page Print				
1.	Process, Plate Making and multicolour printing	3	Plates		
2.	Cost of 130 GSM D/Demy Art paper	525	sheet		
(C)	Cover				
1.	Plate and Multi colour print per format	1	Format		
2.	Cover page (250 GSM D/Demy)	140	sheets		
(D)	Others				
1.	Mat lamination per cover	500	copies		
2.	Perfect Binding Each Book	500	copies		
3.	Packing in packets of 20 per packet and delivery	500	copies		
	Total				

ml

Terms & conditions:

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

1. "Quotation for Printing Commemorative Souvenir for Silver Jubilee Celebration" 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. 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.
4. Self attested Copy of valid Certificate of PNS No. from the Department of Printing and Stationery as supporting evidence of Class – A Registration.
5. PAN No. is to be mentioned clearly with self attested supporting evidence.
6. GST Registration No. is to be mentioned clearly with self attested supporting evidence.
7. The work involves Single Colour printing as well as Multi Colour printing. A sample copy of similar work, which was executed by the bidder, has to be enclosed with copies of work orders of work done.
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. 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.
9. The Rates should be valid for at least 12 months.
10. Rates of each item quoted separately in Rupees inclusive of all taxes i.e. T.D.S. & GST, 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.
11. The offer should contain rates as per 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. Intending tenderers/bidders must quote their rates in the letterhead of the tenderers/bidders only. All the pages of the document have to be duly signed with seal at the bottom of the page.
13. 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.
14. All bid documents should be properly stapled or stitched and submission in loose form must be strictly avoided.
15. The final amount for payment will be calculated on the actual number of pages as printed.
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 office and not binding to accept the lowest rate or reject all offers without assigning any reason thereof.
22. Any dispute what so ever, will be confined under the jurisdiction of Gauhati High Court, Guwahati.


22.10.2020
Director, ASTEC

Copy to –

- ✓ 1. ASTEC Notice Board
2. Website of ASTEC, astec.assam.gov.in
3. Dy. FAO, ASTEC
4. Office Copy

Director, ASTEC