

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

ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL  
(Department of Science & Technology, Govt. of Assam)

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No. ASTEC/ENV/1998/2020/8021

Date: 21/11/2020

Notice Inviting Quotations

Sealed Quotations along with I.P.O. of Rs.20.00 only (non-refundable) or Court Fee of Rs.8.25 only or Demand Draft of Rs.20.00 only in favour of the 'Director, Assam Science Technology & Environment Council, Guwahati' are invited by the undersigned from Printers with Class-'A', registration from the Printing and Stationery Dept. of Govt. of Assam for printing of 1000 copies of "Handbook on Climate Resilience". The offer should contain rates with complete breakup of cost for printing and stitching work of the book as mentioned below along with sample papers clearly mentioning the brands and other details. The matter for printing would be provided by this Council in softcopy. The quotation should reach the undersigned by 2.00 PM on 08/12/2020 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. Rate should be quoted inclusive of the GST and other applicable taxes. Interested parties are to quote rates on items as per column given below.

Detailed Specifications

Nature of Work : Printing of Books

**General Specification**

Text : 1/8 D/Demy Size  
Size : 1/8 D/Demy Size (8 pages = 1 Format / Plate)  
Text Pages : 40  
Paper : 80 GSM (15.5 Kg) Maplitho D/Demy Paper (JK Brand)  
Quantity : 1000 Nos.

To be filled by the bidders

	Description	Quantity	Unit	Rate	Amount
	Text Pages -				
1.	Page Setting, Layout	40	pages		
2.	Process and Plate Making	5	Plates		
3.	Print per plate per thousand	5	Plates		
4.	Cost of text paper, JK Brand (70 GSM)	1	Reams		
	Cover - 4 colour				
5.	Designing, setting and layout	1	Matter		
6.	Plate and Multi colour print per format	1	Format		
7.	Cover page (250 GSM D/Demy)	140	sheets		
	Others				
8.	Mat lamination per cover	1000	copies		
9.	Stitching and Perfect Binding Each Book	1000	copies		
10.	Packing and delivery in packets of 100 per packet	168			
	<b>Total</b>				
	Add GST				
	<b>Grand Total</b>				

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Terms & Conditions:

1. The quotation is to be submitted in sealed envelope super scribed with "Quotation for Printing of Handbook on Climate Resilience".
2. I.P.O. of Rs.20.00 only (non-refundable) or Court Fee of Rs.8.25 only or Demand Draft of Rs.20.00.
3. Copy of Certificate of PNS No. from the Department of Printing and Stationery as supporting evidence of Class – A Registration.
4. PAN No. is to be mentioned clearly with supporting evidence.
5. GST registration No. is to be mentioned clearly with supporting evidence.
6. One copy of similar publication is to be enclosed by the vendor/bidder including work-order of such nature of work done.
7. Rates should be quoted in rupees inclusive of GST and other applicable taxes & 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.
8. The Rates should be valid for at least 1 year.
9. 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. Rates are to be mentioned in the Financial Bids only.
10. If two or more sample papers are submitted for an individual item, the rates against each item should clearly indicate reference to the samples.
11. The printing job is to be completed and supplied within 30 days from the date of receipt of the manuscript/soft copy of the matter.
12. The Director 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.
13. Any dispute what so ever, will be confined under the jurisdiction of Gauhati High Court, Guwahati.

(Smt. Kimnei Changsan, ACS)  
Director, ASTE Council

Memo No. ASTEC/ENV/1998/2020/2021

Copy to:

1. ASTE Council Notice Board
- ✓ 2. Website of ASTE Council
3. Dy. F&AO, ASTE Council
4. Office copy

(Smt. Kimnei Changsan, ACS)  
Director, ASTE Council

Webmaster  
M. Upadhyay  
25/11/2020

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