



ASSAM UNIVERSITY SILCHAR:: 788011

NOTICE INVITING QUOTATION

No. 110/8/2017/ Estt-I, dated, 11-04-2017

Sealed rate quotations are invited from the local registered firms / printers for Printing of **Students Magazine "Prachi Prangan"** for the academic year 2017.

Specification of the work: Printing of Students Magazine "Prachi Prangan" as per following details:-

1. The number of copies: 3000
2. No. of pages per magazine would be 100 (approx.)
3. Size Demy A4
4. 100gsm glossy paper
5. Cover page (Multi-colour) of 210 gsm or higher.
6. Cover lamination.
7. Composing setting lay-out of design or cover pages and printing charges should be clearly mentioned by the bidder.
8. Perfect binding.
9. Inside pages are of multi colour
10. Duration for completion: **15 days from the date of placing order.**

Terms & conditions:

1. The firm / printers must submit the VAT registration certificate with the tender.
2. The suppliers/ printers should quote rate with sample, which should be inclusive of all taxes, freight or any other charges etc. The rate so quoted should be F.O.R. Assam University, Silchar. The Firm should submit Sales Tax & Income Tax clearance Certificate & also submit PAN Card & TIN number.
3. The firm should have experience in similar printing work. The relevant certificate/document as proof may be submitted at the time of depositing tender documents.
4. The rate quotations submitted should be accompanied with a "Call deposit" of Rs. 5000/- (Rupees Five thousand) only from any Nationalized Bank pledged in favour of "Assam University, Silchar".
5. VAT/Income Tax or any other Taxes as admissible will be deducted at source. While accepting the rates, the quality of item vis-a-vis the rate shall be taken into consideration. The lowest rate shall not be the sole criteria for accepting the rate.
6. The rate quotations submitted should be in a sealed envelop superscribed as Rate for Printing of **Students Magazine "Prachi Prangan"** for the year 2017 and addressed to "The Registrar, Assam University, Silchar".
7. The Firms/ Printers shall have to submit their rate quotations within **1.00 p.m.** of **26-04-2017** at Establishment Section-I, Assam University, Silchar. The same will be opened on 26-04-2017 at 2.00 p.m.

The University reserves the right to accept or reject any or all the quotations without assigning any reasons whatsoever.


Registrar

Date : 11 -04-2017

No. 110/8/2017/Estt./

Copy to :

✓ **I. Director**, Computer Centre for uploading in the University website please.


Deputy Registrar(Estt.)