



ASSAM UNIVERSITY, SILCHAR

EXPRESSION OF INTEREST

Assam University solicits expression of interest from registered printers/ suppliers having local establishment and having experience in printing and supply of (a) Convocation Address (b) Convocation Folders (with chain) and (c) Booklet as per prescribed specifications.

Sl no	Description	Rate per unit	Sales Tax/ VAT
01	Convocation Address		
02	Convocation Folders (with chain)		
03	Convocation Booklet (100 pages)in maphlitho paper (21.4 kg with cover page in glossy paper with multicolour printing)		
04	Sales Tax/ VAT		
05	Any other charges		
06	Delivery period for supply of Convocation Folders/ Booklet		10 days

Interested parties may contact Examination Branch of the University for details and submit their particulars as per prescribed proforma latest by **18th January 2017 (Wednesday) (03.00 pm)**

Controller of Examinations

No. AUE/Convocation/15/2016-17

Copy to:-

1. Finance Officer for information
2. PS to VC for kind information of the Vice Chancellor

Controller of Examinations

PROFORMA FOR SUBMISSION OF PARTICULARS

[Last date of submission: **18th January 2017 (Wednesday) (03.00 pm)**]

[Date of opening: **18th January 2017 (Wednesday) (03.00 pm)**]

1. Name of the Firm/ Printer/ Supplier:
2. Address with telephone/ mobile phone/ e- mail etc:
3. Permanent Account Number (Photo copy to be enclosed):
4. Experience in printing & supply of convocation address, Convocation Folders and convocation Booklet. (Supporting documents and samples to be enclosed):
5. Proposed rate for printing & supply of Convocation Folders (Inclusive taxes):
6. Proposed rate for printing & supply of Convocation Booklet (Inclusive taxes):
7. Any other information:

Date:

Signature & seal
of the proprietor