

ANANDADHARA DISTRICT OFFICE
District Mission Management Unit, Birbhum &
DISTRICT RURAL DEVELOPMENT CELL
BIRBHUM ZILLA PARISHAD
Suri : Birbhum

NIQ. No. 09/2018-19

Dated:- 17/12/18

QUOTATION NOTICE


Sealed quotations of rates are invited from the reputed Agencies having experiences in the field of printing and supply of diary for supplying of New Year Diaries with printing of office name on cover page and 10 pages success story & other details on inside pages of the diary for Anandadhara Zilla Office, Suri, Birbhum as per specifications mentioned below. Interested agencies may submit quotations at this office by **26/12/2018** up to **2.00 P.M.** and those will be opened **26.12.2018** at **2.30 P.M.**

1. Interested Agency shall have to submit the following documents:-
 - a) Credentials of similar type of work to GOVT. Office /undertaking /Municipality etc.
 - b) Photo copy of valid Trade License in specific job.
 - c) Photo copy of PAN Card and current Income Tax Return.
 - d) Photo copy of GST registration certificate and current Challan.
 - e) Photo copy of current Challan of P. Tax.
2. Quotation should be sent in sealed cover only with superscribing "Quotation for Diary Against NIQ No..... & Date....."
3. No variation of size/standard will be allowed while supplying.
4. Printing articles should be supplied within reasonable period as will be mentioned in the Work/Supply Order.
5. Rate to be quoted including all taxes and incidental charges thereto and rate to be quoted both in figures and words.
6. Proofs are to be checked from this office before final printing.
7. The undersigned reserves the right to reject any or all quotations without assigning any reason whatsoever and will not bound to accept either lowest quotation or any of the quotations.

Specifications for diaries:

Sl. No.	Name of Items	Quality & Size	Quantity	Rate (per piece including all taxes and incidental charges, thereto)
1	Diary with printing of office name on cover page and 10 pages both side success story & other details (Important Official Contact Nos.) on inside pages.	Book Size 6"/9"	1072 pcs.	Rs.

Payment will be made against submission of bill in duplicate and TDS will be applicable as per Govt. Rules.


17/12/18
Addl. Dist. Mission Director
Anandadhara District Office, DMMU, Birbhum
& Project Director, DRDC, Birbhum ZP