



NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR

(AN INSTITUTION OF NATIONAL IMPORTANCE)

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NITS/PS-449/GYM/Annual Magazine/17(R)

Date : 19/072017

NOTICE INVITING QUOTATION

Sub. : Printing and Supply of Annual Magazine.

Sealed quotations are invited from the reputed printer/ supplier for printing and supply of Annual Magazine 2017 at NIT Silchar with the following specifications & terms and conditions mentioned below :-

Details of Item and Work

| Sl.No. | Description of Work | Qty. | Rate Per Book | Amount in Total |
|----------------------------|--|-----------|---------------|-----------------|
| 1. | Total No. of pages= 120 (including cover and back page) | 2500 Pcs. | | |
| 2. | Size of Paper= Standard A4 Size | | | |
| 3. | All pages GLOSSY paper | | | |
| 4. | 40 pages multi coloured | | | |
| 5. | 80 pages black and white | | | |
| 6. | Paper thickness = 130GSM | | | |
| 7. | Book binding | | | |
| 8. | Composing and setting | | | |
| VAT/CST/(any other) | | | | |
| Any other Charges (if any) | | | | |
| Grand Total in Rs. | | | | |

Terms & Conditions :

1. F.O.R. NIT Silchar
2. Name of Consignee : Director NIT Silchar
3. The bidder should be reputed firm/printer having registration certificates, Viz. VAT registration, TIN number, PAN Card etc . The photocopies of all the above documents should be attached with the quotation.

4. The validity of quotation shall be 120 days.
5. The taxes should be mentioned separately and clearly.
6. Payment: 100% after delivery and acceptance of the ordered items as per specification and quantity in good condition at NIT Silchar.
7. The quotation shall be submitted in sealed envelope super scribing "**Quotation for Printing and Supply Annual Magazine 2017 at NIT Silchar**" and shall be address to the "**Director NIT Silchar**" and shall be submitted at **Purchase Section, NIT Silchar-788010** on or before 17/08/2017 up-to **01.00 PM** and quotation shall be opened on the same day at **03.30 PM** in the Office of the Dean SW, NIT Silchar.
8. Delivery schedule and penalty for delay: Delivery of ordered items should be made within the stipulated time (as per Purchase Order). Penalty @0.5% or part thereof of the order value per week, subject to a maximum of 2.5% will be imposed for delayed delivery.
9. The bidder should be deposited an **EMD @2%** of the total bid value in the form of Demand Draft in favour of Director NIT Silchar, payabale at Silchar along with the offer. No interest shall be paid on the EMD at the time of return.
10. The firm should submit a specimen copy of similar work along with their bid.
11. Sample copy and soft copy of matter may be sent/provided to the selected bidder.
12. The successful bidder should submit a demo copy of the above mentioned work to the office of the Dean SW, NIT Silchar for inspection of quality of goods before final printing of total quantity.
13. All legal disputes shall be under the jurisdiction of the Silchar Courts of Cachar District in the State of Assam.
14. Errors & omission exempted.


Registrar
NIT Silchar