



भाकृ.अनुप.-राष्ट्रीय आर्किड्स अनुसंधान केन्द्र
ICAR-National Research Centre for Orchids
पाक्योङ-७३७१०६, सिक्किम, भारत
Pakyong – 737 106, Sikkim, India



F: No. NRCO/Admn./33/15-16/

Date:

TENDER NOTICE

Sealed Quotations Superscribed “Quotation for Printing of Annual Report, Newsletter, Technical bulletin/ Research Bulletin due on 20-02-2016” on the cover are invited from registered Printers for entering into Rate contract for Printing of Annual Report, Newsletter and Technical/ Research Bulletin at NRC (O), Pakyong as per details given below.

Sl.No	Particulars	Description	Rate to be quoted (Rs.)
1.	Printing of Annual Report Multicolor including cost of materials and binding charges. Size: A4	1. Multicolor printing text pages without photographs	Per page
		2. Multicolor printing text pages with photographs.	Per page
		3. Front cover with multicolor print.	Each
		4. Back cover without text with photograph.	Each
		5. Front cover & Back cover inside with multicolor print (if print)	Each
		6. Binding charges.	Per book
2.	Printing of Newsletter including cost of materials and binding charges Size: A4	1. Printing of Text Pages	Per pages
		2. Multicolored Photographs in between the text pages.	Per photograph
		3. Front cover and back cover	Each page
		4. Binding charges	Per book
3.	Printing of Technical bulletin/ Research bulletin including cost of materials and binding charges. Size : 21"x14 cm"	1. Printing of Text Pages	Per page
		2. Multicolored photographs in between the text pages	Per photograph
		3. Front cover and back cover page	Each
		4. Binding charges	Per book
	Any other charges (Transportation etc.) if applicable.		

Terms & Condition:

1. The rate quoted should be all inclusive i.e., Cost of materials, Printing & Binding Charges as mentioned above and should be valid for at least one year from the date of approval/acceptance by the competent authority.
2. Earnest money of Rs.3,000/- (Three Thousand) only must be attached with the quotation/tender by way of Bank Draft in favour of the Director, National Research Centre for Orchids (ICAR), payable at S.B.I., Pakyong Branch (9036) and no other mode of payment and any other bank will be accepted.
3. The duly printed publication should be supplied **within 30 days from the date of issue of confirmed order.**
4. The price of printed materials should be quoted giving detailed specifications regarding size, dimension, type/quality of materials, make/brand etc.
5. The firm interested to supply the materials etc. to this Centre should have **an experience of at least 03 years of having undertaken similar work/supply to Govt. Office/PSUs/ Autonomous bodies.** Documentary proof is also required to be attached in support of the claim of experience.
6. The Director of this Research Centre reserves full right either to reject any or all the quotation or accept any in part or full without assigning any reasons.
7. The quotation should be submitted to this office **on or before 20-02-2016.**
8. Rate must be quoted as per prescribed format.
9. This office will not be bound to order a particular minimum number of copies to the party, if rate contract is signed. Therefore, interested parties are advised to quote their rates accordingly.

(N.Sailo)
Asstt. Administrative Officer I/C

Phone: +91-03592-257954(Director) /257703(AF&AO) / Telefax:03592- 257289/282



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