



State Resource Centre (SRC)

Tripura State

(Under Society for Rehabilitation of Disabled, Tripura)

Office of the Member Secretary

DDRC Complex, Shyamalibazer, Agartala, Tripura – 799006

Tel/fax 0381 235-2765 Email: srctripura@rediffmail.com

NO.F.32/SRC/2013/

Date:- 21/10/2019

SHORT NOTICE INVITING TENDER

Tenders in sealed covers are invited on behalf of the State Resource Centre (SRC), Tripura State from the resourceful, experienced, reliable, bonafide, renowned firm/ Printing Press for printing & supply of booklets on Divyangjan etc.

The size & specification for the work is as under:-

Sl No.	Name of Work	Specification	Quantity	Rate
1	DTP, Proof reading designing, offset multi-colour printing & supply of multicolour booklets of SRC	<p>Size- Width --21 c.m. Length -- 30 c.m.</p> <p>Cover page:170 GSM paper with glossy lamination (both side printing).</p> <p>Inner page:130 GSM glossy paper (both side printing)</p> <p>Pages:Minimum 100 pages & maximum 150 pages.</p> <p>Papers: Glossy & JK Bond/papers.</p> <p>Language: Both English & Bengali combined.</p> <p>Binding: sophisticated book binding with glue stick.</p>	2000 books in 100 to 150 pages.	<p>1) Per 4 pages printing in glossy paper.</p> <p>2) Per 4 pages printing in JK/ bond paper.</p> <p>3) Per 4 page in 170GSM for cover page.</p> <p>4)Binding complete.</p>

Sealed Tenders will be received in the Office of the undersigned either by post or by hand during Office hours upto 13/11/2019 from the date of publication and will be opened on 15/11/2019 at 03:00 p.m. in presence of the intending tenderers or the authorized representative(s). The details of tender, terms & conditions etc. may be obtained at free of cost from the O/o the SRC, DDRC Complex at Shyamalibazar, Agartala-799006.

The tender will valid for 1(One) year from the date of its acceptance.

The lowest bidder will be selected as per the cumulative rate of item No.(1) to (4).

The undersigned on behalf of SRC, Tripura State reserves the right to reject any of the tender including the lowest one without assigning any reason.

21.10.2019
(Dr.S.K.Chakma)

Member Secretary

State Resource Centre, Tripura State



**State Resource Centre (SRC)
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Tel/fax 0381 235-2765 Email: srctripura@rediffmail.com

No.F.32/SRC/2013/1361

Date:- 21/10/2019

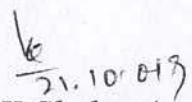
TERMS & CONDITIONS

- 1) The Envelop should be superscripted "Tender for supply of Divyangjan Awareness Booklet".
- 2) Sealed Tenders will be received in the Office of the undersigned either by post or by hand during Office hours upto 13/11/2019 from the date of publication and will be opened on 15/11/2019 at 03:00 p.m. in presence of the intending tenderers or the authorized representative(s).
- 3) The Undersigned reserves the right to extend the validity period of the aforesaid tender.
- 4) The interested tenderer shall submit the tender in two parts, namely, "Technical Bid" and "Financial Bid". The two bids should be put in two separate sealed envelopes indicating the names. The Two envelopes shall, thereafter, be placed inside a large sized sealed envelope before submission to tendering authority. The **Technical Bid** shall contain all details offered by the tenderer, compliance of the terms and conditions, submission of designing, printing & supply of booklet documents, Firm Registration, Trade Licence, GST Registration, Professional Tax clearance, Income Tax Clearance and proof of Experience etc. The **Financial Bid** will contain only the rate quoted. **Technical Bid** will be opened first for short listing the eligible tender(s) and thereafter the **Financial Bid** of only eligible tender(s) will be opened.
- 5) The successful tenderer should complete the supply of booklets as per specification within 2 (Two) months from the date of issue of supply Order at Office of the Member Secretary, Tripura State, DDRC Complex, Shyamalibazar, Agartala-799006. The successful tenderer should submit a proof copy of the booklet as per manuscript given within 20 days of issue of WORK ORDER. If fails a penalty of 1% on the total value may be charged for the work or part thereof and deducted from the bill to be raised by the tenderer. The delivery should be made F.O.R SRC complex, Shyamalibazar, Agartala.
- 6) The successful tenderer if at all fails to supply the booklet within the stipulated period his/her earnest money shall be forfeited.
- 7) Income Tax will be deducted from the bill of the supplier as per Govt. rules.
- 8) The rates shall be quoted both in words & figures. No enhancement of rate shall be enhanced within the Contract period.

Contd. at P/2

- (P/2) -

- 9) All payments should be made by Account Payee cheque in favour of the successful tenderer on submission of bill and no advance payment shall be entertained.
- 10) An amount of **Rs.10,000/-** (Rupees ten thousand) only should be deposited as earnest money in the shape of D-Call/Demand Draft on any Nationalized Bank under RBI in favour of the State Resource Centre along with the tender which will be released after the validity period of contract in respect of successful tenderer & no interest will be paid for this. And that of unsuccessful tenderer(s), the same will be released after finalization of the tender.
- 11) The tenderer shall submit sample of papers as per specification indicating in each.
- 12) The printing of booklets should be started only on final approval which is to be given to him by this office in written. If the printing of booklet do not found as per specification, then the same should be replaced at his own cost.
- 13) The successful tenderer should maintain all kinds of quality and design as per terms & conditions.
- 14) The authority reserves the right to reject/terminate the contract at any time without assigning any reason. The Owner has no right to claim any compensation for such cancellation.


(Dr.S.K.Chakma)
Member Secretary
State Resource Centre, Tripura State.