

DIRECTORATE OF HEALTH SERVICES  
(OFFICE OF THE DEPUTY DRUGS CONTROLLER)  
GOVERNMENT OF TRIPURA

F. No. 1(1-DCA)/Sample/2024-Part(2)/ 470 - 73

Dated, Agartala the 05/06/2025

SHORT NOTICE INVITING QUOTATION

Sealed quotations are hereby invited by the I/C, Deputy Drugs Controller, Government of Tripura, Agartala, from resourceful and reliable agencies/firms for undertaking the printing work of the following book for official use in the Office of the Deputy Drugs Controller, Government of Tripura. The details of the work are as follows:

Sl. No.	Title of the Book	Printing Specification	Quantity	Basic Price/ item (in Rs.)	GST %	Price including GST/item (in Rs.)	Total Price including GST (in Rs.)
01	"SAMPLING OF DRUGS- HANDBOOK FOR DRUGS REGULATORS"	i. Book size: Royal Size (9.21 inch X 6.14 inch) ii. Binding Style: Perfect iii. Front & Back Cover: Glossy paper-300 GSM, Multicolor Digital Printing iv. Inner Page (1 to 4): Multicolor Printing(100 GSM) v. Inner Page (remainig): B/W printing (70 GSM)	100 nos.				

Detailed information about the design, content, cover pages, and other necessary specifications may be obtained from the Office of the Deputy Drugs Controller, Gurkhabasti, Agartala on any working day between 11:00 A.M. to 4:00 P.M. until 16th June, 2025. The last date for submission of quotations is 17th June, 2025 up to 02:00 P.M. The quotations will be opened on the next working day at 11:00 A.M., if possible. The quotation documents along with Terms & Conditions may be downloaded from [www.health.tripura.gov.in](http://www.health.tripura.gov.in).

Sd/-

(Prof. (Dr.) Tapan Majumdar)  
I/C, Director of Health Services  
Government of Tripura, Agartala

Copy forwarded for information & necessary action to:-

1. The Director, Information & Cultural Affairs Department, Govt. of Tripura, Agartala.
2. The Deputy Drugs Controller, Govt. of Tripura, Agartala.
3. Copy for display in Notice Board of the Office of the DHS, Deputy Drugs Controller & NHM, Agartala.
4. The Nodal Officer IT, DHS, Govt. of Tripura, Agartala, for uploading in Govt. website.

### TERMS AND CONDITIONS

1. Quotation shall have to be submitted in sealed cover addressed to the I/C, Deputy Drugs Controller, Government of Tripura, Agartala up to 02.00 P.M of 17<sup>th</sup> June, 2025 in the Office of the Deputy Drugs Controller, Pandit Nehru Complex, Gurkhabasti, Agartala. On the left side of the envelope last date of submitting quotation and time of submission should be mentioned.
2. Sealed quotations are invited from reputed firms in two separate covers super scribed "Technical Bid" and "Financial Bid". Both covers should be put together in another separate cover super scribed with the Ref. no. and date of the quotation and the words "Printing of book for Office of the Deputy Drugs Controller". The Quotations are likely to be opened on next working day at 11.00 A.M. if possible. Bidders or their representatives may remain present at the time of opening of quotations. No separate invitation will be given to the bidders.
3. All the documents along with the terms & Conditions sheet should be self attested.
4. The following documents shall be submitted:
  - i) GST Registration Certificate.
  - ii) PAN Card.
  - iii) Trade License. (related field)
5. All the rates should be quoted in words and in figures. The percentage of Taxes or charges should be mentioned clearly and separately.
6. The bidder will be selected as per lowest total amount basis.
7. The work should be completed with- in 20 days from the receiving the work Order.
8. The quotation will be received by post/by courier or directly to the office only.
9. Quotations received after the schedule time & date will be rejected and the Undersigned will not be liable for any kind of delay.
10. Income tax and GST will be deducted from the bill as per guidelines of the Govt. /Society, if needed.
11. After successful completion of work (as per work order) the bill in triplicate should be submitted to the undersigned for payment along with account details.
12. Payment will be made by e-transfer.
13. The undersigned reserves the right to accept or reject any quotation in part/whole without assigning any reason thereof.

Signed by

Tapan Majumdar

Date: 05-06-2025 12:14:40

(Prof. (Dr.) Tapan Majumdar)

I/C, Director of Health Services

Government of Tripura, Agartala