

Government of Tripura
DIRECTORATE OF BIOTECHNOLOGY
Department of Science, Technology & Environment
Vigyan Bhawan, Pandit Nehru Complex
Kunjavan, Agartala -799006

No.F.6 (71)/DSTE/DBT/P-I/ 379-80

Dated, Agartala, the...18/02/2019

SHORT NOTICE INVITING QUOTATION

Sealed quotations are hereby invited by the undersigned on behalf of the Governor of Tripura from bonafide agencies to quote their lowest item rates for supply of following item:

Sl. No.	Particulars	Quantity	Rate in Rs. /Quantity	Total Amount in Rs.
1	Printing of Activities & Achievement booklet of Directorate of Biotechnology from 2010-11 to 2018-19 with Technical Specification: Size : 29 × 20 cm. Paper: 100 GSM glossy Cover pages: 250 GSM glossy Pages: 24 pages Colour: Multi-colour Binding: Perfect	10 nos.		
Total in words:				

The quotationers should submit their offers **on or before 05/03/2019 up to 3.00 pm IST** and the quotations may be opened on the same date and in presence of quotationers, if possible. The detail of the quotation and terms & conditions of supply are mentioned below:

Terms and conditions:

1. The rate should be inclusive of cost of paper, printing, binding, GST, and other charges as applicable.
2. The quotations will be opened in the presence of the Quotationer or their authorized representative (having valid authorization letter) who may like to be present.
4. The quotationer should have valid trade license, Registration Certificate , Pen card and IT return.
5. The bidder/firm should have experience of printing works (proof should be enclosed).
6. The quotationer shall submit the samples of the papers & proof of printing jobs by way of newsletters/reports/manuals etc along with the quotation. All those samples should

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be duly signed on behalf of the Quotationer with detailed specification i.e. name of the paper, GSM etc.

7. The successful quotationer will have to arrange for printing & supply of the items at the office of this Directorate within 7 days after placement of the order.
8. Any quotation send by post/courier will not be accepted.
9. The rates quoted should be valid for a period of one year.
10. An agency shall submit only one quotation. Submission of multiple quotations by a single Agency will lead to rejection of all such quotations.
11. The undersigned reserves the right to accept/reject any or all quotations or part thereof without assigning any reason thereon.

12. Payment Terms:

- (i) No advance payment will be made.
- (ii) Payment will be released only after receiving the item in full & good condition and satisfactory performance of the item subject to statutory deduction if so applicable.
- (iii) Quotationer should provide Beneficiary ID if already created or photocopy of PAN Card, Aadhar Card, and Bank Account Details.
- (iv) The final bill in triplicate shall be submitted to the Head of Office, Directorate of Biotechnology, Vigyan Bhawan, Gurkhabasti, Agartala, West Tripura, pin-799006 by the successful quotationer within one week of completion of the supply.
- (v) Tax as applicable will be deducted from the bill at source.


(Animesh Das, IAS)
Director
Directorate of Biotechnology

Copy to:

1. IT Nodal Officer DBT, Agartala for uploading in DBT Website
2. Notice Board, DBT Agartala