

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

NIQ No.F.6 (71)/DSTE/DBT/P-I/ 809 - 10

Date 03/..6../2019

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited by the undersigned on behalf of the Governor of Tripura from experienced printing press owner/bonafide agencies to quote their lowest rates for **printing and supply of multi color Biotech news letter of Directorate of Biotechnology, DSTE, Govt. of Tripura for 2019-2020 FY**. The last date of submission of quotation is **25th June 2019 upto 03.00 pm IST** and the quotations may be opened on **25th June 2019 at 04.00 pm IST, if possible**. In case the day happens to be a holiday, the quotations will be received up to **03.00 pm IST** and will be opened at **04.00 pm IST** of the next working day. The quotation should be submitted in the following proforma:

Sl. No	Particulars	Quantity	Rate in Rs./Copy	Amount in Rs.
1	Printing of multi color News Letter, Size; 42 cm × 26.5 cm (Folder), Both side printing, typing in Bengali & English along with graphic design charges. Paper: 210 GSM Glossy Art Paper Text: English and Bengali.	1800 nos. (600 each in 3 phases)	(in words.....)	(in words.....)

The Quotation Paper is available & can be downloaded from the Directorate of Biotechnology, Tripura website www.dbttripura.nic.in and the same may be submitted after being duly filled in prescribed formats along with all required documents as per NIQ.

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.
3. The quotationer should submit copies of valid Trade License, PAN card and IT return copy of last assessment year.
4. The quotationer should have experience of printing works (proof should be enclosed).
5. The successful quotationer will have to arrange for printing & supply of the items at the office of this Directorate within 15 days after placement of the order.
6. No quotation will be accepted through post/courier etc.
7. The rates quoted should be valid for a period of one year.
8. A quotationer should submit only one quotation. Submission of multiple quotations by a single quotationer will lead to rejection of all such quotations.

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9. In case of any contradiction between rate offered in digit & words, rate offered in words will be considered. Also if there is any contradiction between unit rate & total amount, unit rate will be considered.
10. The items should be supplied to the office of the undersigned without claiming any transportation cost.
11. The quantity may be increased or decreased by 10%.
12. The undersigned reserves the right to cancel the quotation any time without assigning any reason thereon.

13. Payment Terms:

- (i) No advance payment will be made.
- (ii) Payment will be released only after receiving the item in full & good condition 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