



GOVT. OF ASSAM
OFFICE OF THE CHIEF INSPECTOR OF FACTORIES, ASSAM
NPS International School Lane, Betkuchi, Lokhra, Guwahati-781040.

No.Accts.438/

Dated, Guwahati the _____th Nov, 2017.

NOTICE INVITING QUOTATION

Sealed Tender/Bids affixing non refundable court fee stamp of Rs.8.25 (Rupees eight & paise twenty five only) are invited from reputed Govt. approved printing press for printing and supply of Multicolour Leaflet and Banners.

Interested eligible Bidder may obtain the 'scope of work' and 'Terms & Condition' from 3.11.2017 to 9.11.2017 (except Sundays & holidays) during working hours from the office of the Chief Inspector of Factories, Assam, NPS International School Lane, Betkuchi, Lokhra, Guwahati-781040 or may be downloaded from the Chief Inspector of Factories, Assam's website www.ciflabour.assam.gov.in.

The last date of submission of quotation is 9.11.2017 up to 02-00 PM and shall be opened in the office of the undersigned at 03-00 PM on the same day, in presence of the representatives of Bidder/Firm, if they desire so.

The undersigned reserves the right to accept or reject in part or full any or all the offers without assigning any reason thereof.

Sd/-
(SAMIRAN DAS)
Chief Inspector of Factories,
Assam, Guwahati-40.

TERMS & CONDITIONS

1. The Bidder should deposit a DD for 2% (1 % for SC/ST) of the quoted amount towards the earnest money (EMD) drawn in favour of the Chief Inspector of Factories, Assam, Guwahati-40. EMD of all unsuccessful Bidder(s) will be returned after finalization of the tender. No interest will be payable on the EMD.
2. Price quoted should be inclusive of all applicable taxes. The rate quoted will be valid till 31.03.2018.
3. Quotation have to indicate the Firm's Registration Number/Trade Licence, GST Registration No. & PAN submitting photo copies thereof.
4. The envelop should be superscribed with Printing of Multicolour Leaflets and Banners.
5. Necessary Tax will be deducted from the bill at source as per existing rules of Govt.
6. Quotation with overwriting, alternations will not be considered.
7. CIF, Assam shall be under no obligation to accept the lowest quotation.
8. The Tender is likely to be rejected because of non-fulfillment of any of the above terms.
9. Chief Inspector of Factories, Guwahati-40, Assam, reserves the right to prepone/postpone/cancel the bid, the bidder will have to abide by his decision.
10. Payment Terms: Bills can be submitted after full supply of Leaflets and Banners.
11. Payment of the bill is subject to release of fund by the Govt.
12. Delivery should be made at the different Zonal Factory Offices and District Factory Offices in Assam and Head Office at Guwahati (Quantity will be intimated later on).

Sd/-
(SAMIRAN DAS)
Chief Inspector of Factories,
Assam, Guwahati-40.

SCOPE OF THE WORK

SL.NO.	ITEM DETAILS	NO OF PAGES	AMOUNT	EMD (Rs.)
1	Printing of Leaflet in Size A4 130 gsm Art Paper. Both side multicolour print.	5000 Nos.	To be quoted	2% of quoted amount(1% for SC/ST)
2	Printing of Leaflet in Size A3 130 gsm Art Paper. Both side multicolour print.	5000 Nos.	To be quoted	2% of quoted amount(1% for SC/ST)
3	Flex Printing of Banners (multicolour) of size : 10' × 12' (approx).	200 Nos.	To be quoted	2% of quoted amount(1% for SC/ST)

Sd/-
(SAMIRAN DAS)
Chief Inspector of Factories,
Assam, Guwahati-40.