



**NORTH EASTERN REGIONAL INSTITUTE OF
WATER AND LAND MANAGEMENT (NERIWALM)**

An Institute under the Ministry of Water Resources, River Development
& Ganga Rejuvenation, Govt. of India
(Registered under the Societies Registration Act, 1860)


NO:NRWM/ADM/383/Publication/2017-18/

Dated 20.10.2017

NOTICE INVITING QUOTATION

Sealed quotations are invited by the Director, NERIWALM, Tezpur from appropriate Class of Printing Press/Firms/Contractors having expertise in similar nature of works. The last date for submission of filled in quotations by "REGISTERED POST" or by dropping in the **TENDER BOX** kept in the lounge of Administrative Building (superscribing the name "Quotation for Printing of different types of Publication Materials, etc" on the top of the envelope) is **20.11.2017 upto 5.00 PM** and will be opened at **1100 hrs of 21.11.2017** in the conference room of the Institute in presence of the quotationers or their authorized representatives, if any. In the event of **21.11.2017** being declared a holiday, the quotations will be opened on the next working day at the same time and place. Interested bidders may collect the detailed tender documents along with terms and conditions from the Maintenance Section during all working days upto **1700 hrs of 16.11.2017** after depositing **Rs 100.00 (Rupees one hundred)** only in cash to the Accounts Section of the Institute which is non-refundable. The quotations alongwith terms and condition may also be viewed and downloaded from the institute's website. www.neriwalm.gov.in.

Sl. No	Description of work
1.	(i) Printing of different types of Publication Materials. (As per TABLE 01 & Annexure i) (ii) Printing of Multi-colour Banner/Hoarding (As per TABLE 02 & Annexure ii)


(A K Sharma)
Deputy Director (Admin)

NO:NRWM/ADM/383/Publication/2017-18/

3328

Dated 20.10.2017

Copy to:

1. The Administrative Officer, LGBRIMH, Tezpur for favour of kind information. He is requested to display the tender notice on the notice board of his office for wide circulation.
2. The Executive Engineer, CPWD, Rubber Bagan, Tezpur for favour of kind information. He is requested to display the tender notice on the notice board of his office for wide circulation.
3. The Executive Engineer, PWD, Tezpur Building Division, Tezpur for favour of kind information. He is requested to display the tender notice on the notice board of his office for wide circulation.
4. The Garrison Engineer, MES, Solmara, Tezpur for favour of kind information. He is requested to display the tender notice on the notice board of his office for wide circulation.
5. The Executive Engineer (civil), CPWD, Rubber Bagan, Tezpur - 1 for information. He is requested to display the tender notice on the notice board of his office for wide circulation.
6. The Accounts Officer, NERIWALM, Tezpur for information & necessary action.
7. The Asstt. Engineer (C), NERIWALM, Tezpur for information and necessary action.
8. O.C., Library, NERIWALM for information and necessary action.
9. The Notice Board, NERIWALM, Tezpur for wide circulation.
10. NERIWALM Website : www.neriwalm.gov.in.
11. Concerned file for record.

Rates may be quoted for the following items for North Eastern Regional Institute of Water and Land Management (NERIWALM), Dolabari, P.O. Kaliabhomora, Tezpur- 784 027.

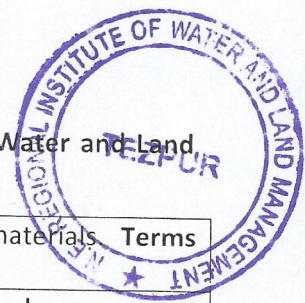


Table No. 01 : Items related to Multi-colour Printing on different types of publications materials. Terms & conditions are at Annexure-1 :

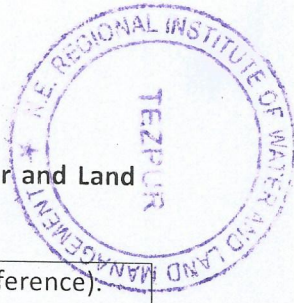
Sl. No.	Item details	Unit / quantity	Rate in figure (Rs.)	Rate in words
01	DTP (English)	Per page		
02	DTP (Hindi)	Per page		
03	DTP (Assamese)	Per page		
04	Designing cover page, inner pages etc.	Per page		
05	Multi-colour printing: A-4 size on 170 gsm paper including paper cost	Per 100		
06	Multi-colour printing: Demy A-4 size on 170 gsm paper including paper cost	Per 100		
07	Multi-colour printing: 1/8 double crown size on 170 gsm paper including paper cost	Per 100		
08	Black & White printing on A-4 size of 4 page forma (Excluding paper)	Per 100		
09	Black & White printing ¼ Double crown 8 page forma (Excluding paper)	Per 100		
10	Screen printing: A/4 size minimum	Per 100		
11	Spiral binding	100 page		
12	Hard binding (A/4 size) approximate 120 pages	Per book		
13	Stitch binding (up to A-4 size) approximate 120 pages	Per book		

Signature of the quotationer with seal

Name : _____

Address: _____

Contact No. (mobile ph): _____



Quotations may be quoted for the following items for North Eastern Regional Institute of Water and Land Management (NERIWALM), Dolabari, P.O. Kaliabhomora, Tezpur- 784 027.

Table 02: Printing of multi-colour Banners / Hoarding (local party at Tezpur will be given preference).
Terms & Conditions are at Annexure-2

Sl. No.	Item details	Unit/ quantity	Rate in figure	Rate in words
01	Multi colour Printing on Flex materials (F/L) as banner	Per Sq.ft.		
02	Multi colour Printing on Flex Printing F/L (STAR)	Per Sq.ft.		
03	Multi colour Printing on Flex materials (F/L) as banner fitted with wooden frame (wood size 2"x1") as hoarding	Per Sq.ft.		
04	Vinyl printing	Per Sq.ft.		
05	Glow sign board (Flex)	Sq ft		
06	Glow sign board (Polymer sheet)	Sq ft		
07	Name plate (Sun Board with viny print)	Sq ft		
07	Name plate (Acrylic 4mm/5mm)	Sq. inch		
08	Photo frame binding (A/4 size)	Per piece		

Signature of the quotationer with seal

Name : _____

Address: _____

Contact No. (Mobile ph.) _____



TERMS AND CONDITIONS

FOR PRINTING OF DIFFERENT TYPES OF PUBLICATION MATERIALS OF NERIWALM, TEZPUR

1. Government Registration Certificate, copies of GST Registration, PAN Card, Labour License, etc. should also be furnished along with quotation document.
2. Photostat copies of experience certificate of having successfully completed similar nature of printing works in other Government department/organizations, Autonomous organisations etc. are to be submitted along with the quotation Documents.
3. The rates should be legibly written both in figure and in words against each of the items separately. Any correction on the rates should be properly initialed/signed. The rate should be inclusive of all taxes **but excluding GST as applicable**. No request for change of rates will be entertained after opening of the quotation/tender.
3. The quotation/tender should accompany with the sample of paper for printing and other materials as per specification and sample of printed materials for assessing the quality and standard of work.
4. The tender/quotation documents should be submitted in seal envelop **super inscribing the name of the work along with Notice Inviting Quotation (NIQ) No. and the date of opening of the quotation on top of the envelope** for proper identification of the quotation.
5. The shape, size, paper quality and printing of the volume, booklet, pamphlets, etc will be as per the choice and design of the Institute. The same should be got approved from the Director, NERIWALM prior to use.
7. Printed materials are to be submitted in good quality and as per specification and quantity at NERIWALM, Dolabari, Tezpur, P.O. Kaliabhomora-784 027, Assam (India).
8. Payment will be released after successful completion and acceptance of the work to the entire satisfaction of the Institute.
9. Any other clause not covered above, the bidder/contractor/firm will be liable to abide by the direction of the Director, NERIWALM in the interest of the Institute.
10. All quotations should be addressed only to **"the Director, NERIWALM, Dolabari, Tezpur, P.O. Kaliabhomora - 784027, Assam"**.
11. The Director, NERIWALM reserves the right to accept/reject any or all quotation without assigning any reason thereof .

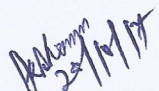
Deputy Director
22/11/17
Deputy Director (Admin)
NERIWALM



TERMS AND CONDITIONS

FOR PRINTING OF BANNERS / HOARDING FOR NERIWALM, TEZPUR

1. Government Registration Certificate, copies of GST Registration, PAN Card, Labour License, etc. should be furnished along with quotation document.
2. Photostat copies of experience certificate of having successfully completed similar nature of printing works in other Government department/organizations, Autonomous organisations etc. are also to be submitted along with the quotation documents.
3. The rates should be legibly written **both in figure and in words against each of the items**. Any correction on the rates should be properly initialed/signed. The rate should be inclusive of all taxes but **excluding GST as applicable**. No request for change of rates will be entertained after opening of the quotation.
4. The quotation should accompany with the sample of paper/cloths/flex materials and other materials as per specification.
5. The name of the work along with **Notice Inviting Quotation (NIQ) No. and the date of opening of the quotation should be super inscribed clearly on top of the sealed envelope** for proper identification of the quotation.
6. The shape, size, quality quantity of materials and printing of banner/ hoarding etc. will be as per the choice, design and requirement of NERIWALM.
7. Payment will be released after successful completion and acceptance of the work and satisfaction of the institute.
8. Any other clause not covered above, the bidder/contractor/firm will be liable to abide by the direction of the Director, NERIWALM in the interest of the Institute.
9. All quotations should be addressed only to **"the Director, NERIWALM, Dolabari, Tezpur, P.O. Kaliabhomora – 784027 (Assam)"**.
10. The Director, NERIWALM reserves the right to accept/reject any or all quotation without assigning any reason thereof.


Deputy Director (Admin)
NERIWALM