

**RAJBHASHA COMMITTEE
NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR
DURGAPUR – 713209**

BID REFERENCE: NITD/RB/20165/01

Dated: 02. 05 .2016

To

Dear Sir,

**Subject: INVITATION OF QUOTATIONS FOR PUBLISHING AND PRINTING OF
HINDI MAGAZINE OF NATIONAL INSTITUTE OF THECHNOLOGY,
DURGAPUR**

**Eligibility: The printers of reputed services with adequate facilities for typing of articles
in hindi and publishing the magazine in hindi are eligible to submit tenders.**

Chapter-1: Instructions to Bidders

1. Sealed quotations are invited for the items listed separately in Annexure - 1.
2. The quotations must be addressed to:

**Dr. V.K. Dwivedi
Chairman
RAJBHASHA COMMITTEE
C/O Department of Civil Engineering
National Institute of Technology
Durgapur – 713209
West Bengal, India**

3. The quotations must reach the above address latest by 14.30 hours on 23/05/2016.
4. The Tender will be opened at 15.00 hours on 23/05/2016 in the chamber of the Chairma, Rajbhasah Committee, NIT, Durgapur
5. The bidders or their representative should remain present during the opening of the tenders.

Chapter-2: Terms and Conditions of Contract

1. **General:-** The special terms and conditions specific to an item (if any) are stated appropriately. The General Financial Rules of Ministry of Finance, Government of India shall be applicable for any dispute if otherwise not mentioned.
2. **The firm** should be registered with valid VAT No.
3. **The firm** may submit a sample copy of latest printed magazine in hindi.
4. Paper sample should be approved by the Chairma, Rajbhasah Committee, NIT, Durgapur before printing.
5. **Validity of Quotation:** Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission.
6. **Location of Delivery:** The delivery shall be made in the office of The Chairman Rajbhasha Committee at Department of Civil Engineering, NIT Durgapur.
7. **Delivery Option:** The items must be insured and delivered without any extra cost at the Institute
8. **Payment Terms:** Payment shall be made immediately within 30 days after satisfactory delivery of the ordered number of copies of the magazine.
9. **Failure of Order Execution:** If a successful bidder after receiving the order fails to execute the order within the stipulated period or does not fulfill any of the terms and conditions in any respect, the Institute reserves the right to cancel the order unilaterally.
10. **Rejection of Lowest bid:-** The authority reserves the right to examine the cost analysis made by the bidders on the basis of which the authority also reserves the right to reject the un-natural lowest bids or all bids.
11. **The printed copies would be returned if quality of printed magazine is found to be unsatisfactory.**
12. **Award of Contract:-** Generally, a responsive bidder with lowest evaluated bid will be awarded the contract. The authority reserves the right to reject a lowest or any or all bids without assigning any reason.
13. **Director's Decision:** The decision made by the Director, National Institute of Technology, Durgapur – 713209 is a binding on all the bidders.
14. **Settlement of Dispute:** Settlement of any dispute will be made under the jurisdiction of Durgapur Court.

Annexure - I

PRICE BID

1	2	3	4	5	6	7
Sl. No	Name of the goods	Quantity	Unit Price	Total Unit price	Sales & other taxes payable [admissible only on col. 5	Total Price (5)+(6)
1	Typing in hindi, editing, printing, binding and supplying of Hind Magazine, Jagriti as per the specification : 1. No. of pages : 80 2. Colour Pages : 15 3. Paper : Maplitho, 100 GSM 4. Cover : Multicolour with lamination 5. Inner Page : - Black print 6. Perfect binding 7. Due data for supply of printed copies : 23 th January 2013	1000 copies of the magazine				

We agree to supply the above goods in accordance with the technical specifications and the terms and conditions mentioned in the bid document at prices mentioned above within the period specified in the Invitation for Quotations.

Signature of Bidder _____

Place:

Name _____

Date:

Business Address _____