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*DD82* No.F.3(6)/IGDC/PRINTING/16/ 323-30  
Government of Tripura  
O/o the Project Management Authority  
Indo-German Development Co-operation Project  
3<sup>rd</sup> floor of Aranya Bhavan, Pt. Nehru Complex, Agartala  
Phone : 0381-232-1171/2311173 FAX : 232-1174

Dated, Agartala, the 26/04/2016

**RE-TENDER FOR PRINTING WORKS**

Sealed short quotation are invited by the undersigned on behalf of the Project Management Authority(PMA), Indo-German Development Cooperation Project (IGDC), Agartala from the reputed firms /printer/supplier having experiences and expertise in printing of brochures, Books, Booklets and Posters as per the terms and condition stipulated bellow. Technical and financial bids are required to be submitted in separate sealed covers with a single forwarding letter. The EoI must be supported by relevant previous work order/ work completion certificate.

**TERMS AND CONDITION OF THE CONTRACT**

**I. TECHNICAL CRITERIA**

1. The bidder should be a reputed firm preferably having experience and expertise in printing of brochures, Books, Booklets and Posters etc. for Central/ State Govt. Ministries/ Departments/ PSU/ Autonomous bodies/ International agencies etc. copy of the work orders / award letters showing the experience of work should be provided along with quotation (self attested photocopy).
2. The bidder/ firm should have minimum experience of 3 years for printing works ( proof should be enclosed)
3. The bidder should have office in North Eastern Region/ West Bengal for after sales service.
4. The bidder should have a valid PAN/TAN number and Sales Tax registration/ VAT number and details thereof should be provided. (Self attested photocopy of the certificate to be enclosed.
5. The bidder should furnish ITC/PTC along with the proposal
6. The bidder/firm should have an expert panel to implement the project on a turn key basis.
7. The bidder should properly assess the material needed and works to be executed to deliver a functional printing works having given specifications. Any possible omission or inclusion of items for quality implementation need to be taken care while offering the quote.
8. The bidder shall submit the samples of the papers & proof of printing jobs by way of newsletters/ reports / manuals / coffee table books etc. printing in accordance with the prescribed specification alongwith the quotation. All those samples should be duly signed on behalf of the bidder Firm with detailed specification i.e. name of the paper, GSM etc.
9. The bid without the signed samples of the paper with proof of printing job may be summarily rejected. The bidder should avoid erasing/ overwriting in the submitted documents, the bidder should quotes rate/s both in figure and word.
10. No advance or part payment will be given. Payment will be arranged only after satisfactory completions of the work duly certified by the competent authority.
11. Sale tax, purchase tax, turnover tax, service tax, CST, entry tax, octroi or any other tax on material / service / transportation in respect of this contract shall be payable by the contractor and IGDC Project will not entertain any claim whatsoever in respect of the same.
12. Time of completion of work has to be maintained in the submitted quotation by the bidder and it has to be adhered to strictly once approved.



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