

## Sarva Shiksha Mission, Jalpaiguri

NIQ No: Q-07/SSM/JAL

Date:02-02-18

### Notice Inviting Quotation

The undersigned invites wax sealed item rate tenders on behalf of D.P.O. SSM, Jalpaiguri (HQ) for the following work from eligible reputed resourceful bona fide Printing house having experience of Bulk Printing of Documents with binding facilities with minimum two years experience in the same field.

**ONE OF THE MAIN CRITERIA OF THIS JOB IS TIMELY DELIVERY WITHIN A VERY SHORT TIME MAY BE WITHIN 3(THREE) TO 4(FOUR) DAYS.SO BEFORE QUOTING THE TENDERER MUST KEEP IN MIND THIS MAIN CRITERIA. THERE WILL BE NO OPTION LEFT WITH THE AUTHORITY TO PROVIDE ANY EXTENDED TIME FOR COMLETING THE SUPPLY. Hence, authority holds the right to cancel the work order and provide the order to next willing bidder.**

Particulars of Job	No Pages	Quantity[*]	Estimated Value
U-DISE FORM Part II [ English]	9	3000	Rs.58,500/- (Rupees fifty eight thousand five hundred only)
U-DISE FORM [ English]	15	300	
U-DISE INSTRUCTION [English]	11	500	
U-DISE INSTRUCTION [Bengali]	15	2500	
Student Data Capture Form (Both Side)- Double legal(42 x 34) cm.	1	13000	
Guideline – Legal( 21 x 34) cm.-Both Side- Single Content	1	6000	

- Quantity may change to some extent.

**Price inclusive of all taxes such as GST, Surcharge, Cess, delivery etc.**

**Paper Quality : Maplitho 60 GSM. Sample must be attached with the Tender Documents.**

**Sample documents of printing matter is available at District Project Office during office hours.**

**Earnest Money Deposit should be calculated @2% on quotated value and not on the estimated value. This rule should be strictly followed otherwise tender quotation may be treated as informal. E.M.D should be made in favour of District Project Officer, SSM, Jalpaiguri in terms of DD/PO, payable at Jalpaiguri.**

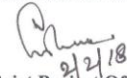
- Starting date of Submission of tender Documents: 02-02-18 ( during office hours)
- Last date of submission of tender documents: 12-02-18 up to 16.30 hours.
- Opening of Tender date : 13-02-18 at 5 P.M(tentative)

**The E.M.D shall be returned to the unsuccessful bidder within 15 days on receipt of written application addressed to the undersigned in this regard.**

**Main Terms and Conditions to be full filled by the bidder for participating in the tender procedure**  
Prospective bidders are required to fulfil the following criteria's with valid documentation ----

- The bidder must attaché Valid Trade Licence for FY:2017-18 duly attested.
- Copy of PAN Card duly attested by Proprietor/Partner/Managing Director etc.

The undersigned holds all the right to accept reject the tender any time without assigning any reason thereof. No prayer will be accepted for any amendment or depositing of pending documents after opening of tender.

  
District Project Officer  
SSM, Jalpaiguri

To be displayed at 1) Official Website of Jalpaiguri District 2) Office Notice Board, SSM, Jal 3) DPSC, Jalpaiguri 4) DI/Pe, Jal 5) DI/Se, Jal