

অসম বিজ্ঞান প্রযুক্তিবিদ্যা আৰু পৰিৱেশ পৰিষদ
(বিজ্ঞান, প্রযুক্তি আৰু জলবায়ু পৰিৱৰ্তন বিভাগ, অসম চৰকাৰ)

ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL
(Science, Technology and Climate Change Department, Govt. of Assam)

BIGYAN BHAWAN
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ASTEC/Env/2094 (PT-I)/2022/1944

Date: 28/11/2022

Short Notice Inviting Quotations

Sealed quotations along with non-refundable IPO of Rs. 20/- or Court fees of Rs. 8.25 only or D.D. of Rs. 20/- in favour of "Director, ASTEC" payable at Guwahati are invited by the undersigned from Govt. Registered Printers with Class-'A', registration from the Printing and Stationery Dept. of Govt. of Assam for printing of Certificates for State Level CSC, Assam. The Bidders should have sufficient experience, financially sound, having sufficient manpower and machine facility.

The quotation should reach the undersigned by 2.00 PM on 07-12-2022 and would be opened at 2.30 PM on the same day. In case the day happens to be a holiday, the same would be opened on the following working day at the same time.

Director ASTEC reserves the right to accept any offer that would be advantageous to the office and not binding to accept the lowest rate or reject all offers without assigning any reason thereof.

Rate should be quoted inclusive of all applicable tax will be deducted at source for which necessary Tax Deduction Certificate will be issued to the supplier as and when asked for. Interested parties are to quote rates on items given below with their breakup as enclosed (Annexure-I).

Sl. No.	Items to be executed	Quantity
1.	Certificates for Child Scientist and Group members	600 Copies
2.	Certificates for District Co-ordinators & District Academic Co-ordinators	75 Copies
3.	Certificates for Escort Teachers	75 Copies
4.	Certificates for Guide Teachers	300 Copies
5.	Certificates for State Child Scientist Award of 2022	60 Copies
6.	Dr. Abani Ch. Goswami State Child Scientist Award	3 Copies
7.	Khagendra Nath Brahma State Child Scientist Award	3 Copies
8.	Certificates for Best Project Guide 2021	2 Copies
9.	Certificates for volunteers	150 Copies
10.	Certificates for Evaluators and Resource Persons	70 Copies
	Total	

Terms & conditions:

The Tender should be submitted in a sealed envelope with the following details:

1. "Quotation for Printing Certificates NCSC-2022" superscribed clearly on the top.
2. Name of the Bidder/Firm, Address and Contact No. of the Bidder/Firm superscribed clearly on the envelope
3. IPO of Rs. 20/- or Court fees of Rs. 8.25 only or D.D. of Rs. 20/- in favour of "Director, ASTEC" payable at Guwahati.
4. Self attested Copy of valid Certificate of PNS No. from the Department of Printing and Stationery as supporting evidence of Class – A Registration.
5. PAN No. is to be mentioned clearly with self attested supporting evidence.

Handwritten signature

6. GST Registration No. is to be mentioned clearly with self attested supporting evidence.
7. Rates of each item quoted separately for each item in Rupees inclusive of all taxes i.e. T.D.S. & GST, etc. including transportation and other applicable charges (if any). Applicable tax will be deducted at source for which necessary Tax Deduction Certificate will be issued to the supplier as and when asked for.
8. The Rates should be valid for at least 12 months.
9. The offered rates for a copy per item would be considered in the event of increase or decrease of number of copies as and when executed.
10. Intending tenderers/bidders must quote their rates in our prescribed format/document only. All the pages of the document have to be duly signed with seal at the bottom of the page.
11. Intending tenderers/bidders are to quote their rates for all works. Quoting rates for part of the work will not be accepted and considered as incomplete. Incomplete tender will be rejected.
12. The printing job is to be completed and the printed material is to be delivered to this office within 15th December 2022.
13. No extra payment for carrying or delivering of materials will be allowed.
14. In the event of defective execution of work leading to rejection of work the firm will re-print the same and carry out corrections and improvements as may be advised and no extra cost/charges shall be entertained against such work.
15. Tender of any bidder not accompanied with above document shall be summarily rejected.
16. After completion of the work, the softcopy of the composed matter in Pagemaker/Corel Draw/Adobe Photoshop as applicable and Printable Document Format (PDF) is to be submitted along with the Bill.
17. Under no circumstances, escalation of price will be entertained.
18. The Director ASTEC reserves the right to accept any offer that would be advantageous to the office and not binding to accept the lowest rate or reject all offers without assigning any reason thereof.
19. Any dispute what so ever, will be confined under the jurisdiction of Gauhati High Court, Guwahati.

Director, ASTEC

Copy to –

- ✓ 1. ASTEC Notice Board
- 2. Website of ASTEC, astec.assam.gov.in
3. Dy. FAO, ASTEC
4. Office Copy


28/11/22
Director, ASTEC



Price Schedule
(In the letter head of the Bidder)

Sl. No.	Description	Quantity	Rate	Amount
1.	Certificates for Child Scientist and Group members	600 Copies		
2.	Certificates for District Co-ordinators/ District Academic Co-ordinators	75 Copies		
3.	Certificates for Escort Teachers	75 Copies		
4.	Certificates for Guide Teachers	300 Copies		
5.	Certificates for State Child Scientist Award of 2019	60 Copies		
6.	Dr. Abani Ch. Goswami State Child Scientist Award	3 Copies		
7.	Khagendra Nath Brahma State Child Scientist Award	3 Copies		
8.	Certificates for Best Project Guide 2018	2 Copies		



9.	Certificates for volunteers	150 Copies		
10.	Certificates for Evaluators and Resource Persons	70 Copies		
	Total			
	Add GST			
	Grand Total			

Total in words

Seal and Signature of the Bidder

