NOTICE INVITING TENDER

Sealed Tenders are hereby invited by the Project Director, DRD Cell, Siliguri Mahakumā Parishad & Additional District Mission Director, District Mission Management Unit, Siliguri from reputed printing press for printing of the under noted items for the use of 3rd Darjeeling SARAS’ 2020 at Kanchanjungha Stadium Mela Ground, Siliguri scheduled from 23rd January’ 2020 to 3rd February’ 2020.

1. Daily Sales Report form (As per specimen kept in this office) - 100 pages x 20 no. of books
2. Identity Card for Volunteers - 50 nos. (4” x 3”)
3. Leaflets (one page) (As per specimen kept in this office) - Rate Per thousand (in English, Bengali, Hindi & Nepali approx 5,000 each)
4. Flex (As per specimen kept in this office) - per sq. ft. (Approx 5100 sq. ft.)
   (flex size : 3 x 2 = 100 pcs & 5 x 3 = 300 pcs)

Intending Tenderers shall have to deposit their tenders in the tender box kept in the office. The last date and time for submitting quotations is 29 / 11 / 2019 at 3.00 p.m. Tenders shall be opened on the same date at 3.30 p.m. Any participating Tenderer or his authorized representative (who is to be authorized in writing by the Tenderer) may remain present when such tender papers are opened.

TERMS AND CONDITIONS

1. The Tenderer will have to quote his rate in rupees – both numbers and in words.
2. The rates quoted will have to be inclusive of all charges whatsoever, including delivery to the office etc.
3. Upto date IT/GST clearance certificates have to also submitted with Tenders.
4. The tenderer have to deposit earnest money amounting to Rs. 2,000/- (Rupees Two thousand) only. The Bank draft / Bankers’ cheque to be drawn in favour of the undersigned.
5. The office reserves the right to cancel any one Tender or all Tenders without assigning any reasons whatsoever.
6. For specification of materials or any other queries, if any, contact the office of the undersigned on any working day.

Memo No. DRDC/SLG/2019-2020/ 831 (6)
Copy forwarded for information & taking necessary action to:
1) The Additional Executive Officer, Siliguri Mahakumā Parishad
2) The Sub-Divisional Officer, Siliguri.
3) The District Information Officer, Darjeeling with a request to upload this tender notice in the District Website.
4) The Sub-Divisional Information & Cultural Officer, Siliguri.
5) The Post Master, Siliguri Head Post Office, Siliguri
6) Office Notice Board.