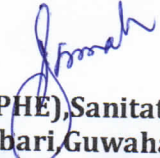


GOVERNMENT OF ASSAM
OFFICE OF THE MISSION DIRECTOR: SWACHH BHARAT MISSION-GRAMIN, ASSAM
HENGRABARI, GUWAHATI-781036

Short Notice Inviting Quotation No. 32 of 2017-18

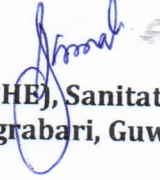
Sealed quotations are invited affixing non refundable court fee stamp worth Rs 8.25 (Rupees eight and paise twenty-five) only from registered creative agencies for **Development and Printing Of IEC materials for Mission Directorate: Swachh Bharat Mission-Gramin: Assam**, as per format given in Annexure -I in the official letter pad accompanied by documents listed in Annexure -II. The detailed specifications are mentioned in Annexure-III. The quotations will be received upto **02:00 pm of 18/01/18** and will be opened at 3.00 pm on the same day of receiving the quotations, in presence of the quotationer or his authorized representative. If for any unforeseen reasons the date of receiving and opening happens to be a holiday the quotations will be received and opened on the next working day. The tender committee reserves the right to accept or reject any/all tenders without assigning any reason thereof.


Chief Engineer (PHE), Sanitation, Assam
Hengrabari, Guwahati-36

Memo No. RGRWSM- 349/2017-18/ 13148-216 Dated :- 05.01.2018

Copy to:

1. The Additional Chief Secretary, PHED, Govt. of Assam, Dispur, Guwahati-6.
2. The Secretary to Govt. of Assam, PHED, Assam Sachivalaya, Block -B , Guwahati-6
3. The Chief Engineer, PHE, Water, Hengrabari, Guwahati-36.
4. The Director, Information & Public Relation, Assam with the request to publish in local dailies
5. The Additional Chief Engineer(PHE),All.....Zone
6. The Superintending Engineer(PHE),All.....Circle
7. The Member Secretary/Associate Member Secretary cum EE (PHE).....All..... Division for information.
8. The Procurement Officer, Mission Directorate, SBM-G, Assam, Hengrabari.
9. Accounts Branch, mission Directorate, SBM-G, Assam.


Chief Engineer (PHE), Sanitation, Assam
Hengrabari, Guwahati-36

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Annexure-I

Quotation in response to Short Notice Inviting Quotation No.of 2017-18

To,
The Chief Engineer (PHE), Sanitation, Assam,
Hengrabari, Guwahati- 36

Sub : Development of IEC material for Swacch Bharat Mission -Gramin

Ref : Short notice inviting Quotation no.

Dear Sir,

With reference to the above, I/We would like to inform you that having examined the Short Notice Inviting Quotation Document relating to the **"Development and Printing Of IEC materials for Mission Directorate: Swachh Bharat Mission-Gramin: Assam"** . Our quotation is as per Annexure-A. Our quotation includes all forms of domestic taxes. We hereby confirm our quotation is unconditional and any condition attached to it shall result in rejection of our quotation .

We understand that MISSION DIRECTORATE, SBM-G, ASSAM reserves the right to reject any application without assigning any reason thereof.

Yours faithfully,

(Signature of Authorised Person)

Name:

Address:

Date:

Seal:

Annexure -A
Quotation for Development of IEC material

Sl. No.	Name Of Item	Rate per 1000 nos.(Inclusive of GST)
1.	Development and Printing of IEC material-Folder	
2.	Development and Printing of IEC material-Leaflet	

Signature of the authorized person of the firm/agency

(Seal)

Annexure-II

List of documents to be submitted with the quotation

1. Annual Turnover for the last three financial years 2014-15, 2015-16, 2016-17 along with audited balance sheet for last three years.
2. GST registration certificate
3. Service tax registration certificate
4. Trade license
5. Authorization certificate

Annexure -III
Specifications for the IEC material

A		Name of the IEC Material- Folder
01	Size of Leaflets	:8.5 X 11 inches
02	Printing	: Multi Colour
03	Total No. of pages	: Single fold with creasing
04	Messeges	:As per specimen enclosed
05	Text Paper Quality	: 250 gsm glossy Artboard
06	Layout and Designing	: To be done by the agency
07	Language	: English/ Assamese
B		Name of the IEC Material- Leaflet
01	Size of Leaflets	:4.5 X 8.5 inches
02	Printing	: Multi Colour
03	Total No. of pages	: Two
04	Messeges	:As per specimen enclosed
05	Text Paper Quality	: 130 gsm Artboard
06	Layout and Designing	: To be done by the agency
07	Language	: English/ Assamese