

Agartala, Dated 13th July, 2022

SHORT NOTICE INVITING TENDER

Sub: Short Notice Inviting Tender for Printing and supply of multi color booklet and leaflet of "Tripura Industrial Investment Promotion Incentive Scheme (TIIPIS) 2022".

On behalf of the Government of Tripura, the undersigned is pleased to invite short Notice Inviting Tender (SNIT) for Printing and supply of booklet and leaflet of Tripura Industrial Investment Promotion Incentive Scheme (TIIPIS) 2022.

The rate should be quoted both in figures and words as per prescribed pro-forma given below at Table 2. The bidders have to attach D-call amounting Rs. 500/ (Rupees Five Hundred only) in favour of the DDO, Directorate of Industries & Commerce, Shilpodyog Bhaban, Khejurbagan, Agartala, Tripura Payable at Agartala.

The quoted sealed tender should be dropped in the Tender Box kept in the chamber of the Officer In-charge (Publicity), Directorate of Industries & Commerce on and from 14th July, 2022 to 21st July, 2022 upto 12:00 P.M.

The quotation will be opened on 21st July, 2022 at 3:00 P.M in the presence of the bidders/ authorized representatives who are willing to remain present at the time of opening of the tender.

Table 1

Sl. No	Earnest Money Deposit	Enclosures
1	Rs. 500	Attached photo copy of: 1. Permanent Account Number 2. GST Registration Certificate 3. Shop/ Store Registration Certificate 4. Bank Pass Book 5. Copy of similar type of Work Experience 6. Aadhar Card Without enclosure of these documents bid will not be accepted

The Rate will be quoted in following format :-

Table 2

Sl. No	Item	Rate	Tax	Total Amount
1.	Printing and supply of 1000 copies of booklet of "Tripura Industrial Investment Promotion Incentive Scheme (TIIPIS) 2022".			
2.	Printing and supply of 3000 copies of leaflet of "Tripura Industrial Investment Promotion Incentive Scheme (TIIPIS) 2022".			
		Grand Total		

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Terms and Condition:

1. Specification of Booklet

- Size – 24cm (length) X 17cm (breadth)
- Pages – 32 pages
- Front and Back Cover – 250 gsm glossy paper
- Inner pages – 130 gsm glossy paper
- All pages multicolor
- Creative and specialized design as per requirement of the undersigned
- Approval of the undersigned has to be taken prior to finalization of the booklet

2. Specification of Leaflet:

- Size – 32cm (length) X 25 cm (breadth)
- Made of 170gsm glossy paper
- Multi color
- Creative and specialized design as per requirement of the undersigned
- Approval of the undersigned has to be taken prior to finalization of the leaflet

3. The lowest Bidder will be accepted as supplier of required item.

4. All statutory deduction shall be made from bill directly.

5. The authority reserves the right to cancel whole or any part of this process/ supply order without assigning any reason.

6. Quoted rate of materials should be mentioned including GST or any other tax.

7. If supplier fails to supply the items as per requirement within stipulated time, the D- Call money (EMD) will be forfeited.

8. The D- Call amount would be reverted after selection process is over in case of unsuccessful bidders immediately, whereas in case of successful bidders the amount would be released after 6 months from the delivery of the items, in case all the items are as per requirement.

9. Soft copy/ hard copy of the materials/ photographs for printing would be provided by the Joint Director, Subsidy Section, Directorate of Industries & Commerce.

10. The selected bidder shall also provide the soft copy of the printed Booklet and Leaflet to the Joint Director, (Subsidy), Directorate of Industries & Commerce.

11. The supply should be completed within 15 days from the date of issue of work order.

12. The bills in triplicate may be raised to the undersigned after successful supply of the items.

(Ms. Swapna Debnath)

Director

Industries & Commerce

Copy to:-

1. O/C (IT Section) (I&C) for publication in Departmental website.
2. All DM & Collectors for displaying in Notice Board.
3. All SDM for displaying in Notice Board.
4. All GM, DICs for displaying in Notice Board
5. All Principal, ITI's for displaying in Notice Board
6. O/C, (Nazarat), I&C for displaying in Notice Board of this Office.
7. The Joint Director, Subsidy (I&C) for doing the needful.

Swapna
17/2/22