



ASSAM UNIVERSITY, SILCHAR

NOTICE INVITING TENDER

Assam University invites bids from valid GST, IT registered printers/ suppliers having local establishment and having experience in printing and supply of (a) Convocation Folders (with chain) and (b) Booklet as per prescribed specifications.

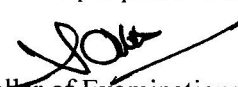
Sl no	Description	Rate per unit	GST	Total
01	Convocation Folders (with chain) (with leafs) (To hold certificate etc.)(with side pockets) (Made of Rexene and Card Board) duly printed 17 th CONVOCATION with University LOGO Size: 1) Length: Folder (Body) = 15" and Leafs = 14" 2) Breadth: Folder (Body) = 10.5" and Leafs = 9.5" (ESTIMATED QUANTITY= 3000 NOS.)			
02	Convocation Booklet (100 pages)(Size 1/8 double crown in 80 GSM maphlitho paper and Cover Multi- Color 220 GSM with perfect binding) (ESTIMATED QUANTITY= 3000 NOS.)			
03	GST			
04	Any other charges			
05	Delivery period for supply of Convocation Folders/ Booklet		15 days	

Interested parties may contact Examination Branch of the University for details and submit their bids as per prescribed proforma latest by 29.01.2019 (Tuesday) (02:00 pm)

No. AUE/17TH Convocation/2019

Copy to:-

1. Finance Officer for information
2. PS to VC for kind information of the Vice Chancellor


Controller of Examinations
Date: 08.01.2019


Controller of Examinations

PROFORMA FOR SUBMISSION OF PARTICULARS

[Last date of submission: **29.01.2019 (Tuesday) (02:00 pm)**]

[Date of opening: **29.01.2019 (Tuesday) (03:00 pm)**]

1. Name of the Firm/ Printer/ Supplier:
2. Address with telephone/ mobile phone/ E- mail etc:
3. Permanent Account Number (Photo copy to be enclosed):
4. GST No.
5. Experience in printing & supply of convocation address, Convocation Folders and convocation Booklet. (Supporting documents and samples to be enclosed):
6. Rate for printing & supply of Convocation Folders (Inclusive of GST):
7. Rate for printing & supply of Convocation Booklet (Inclusive of GST):
8. Any other information:
9. EMD of Rs. 15,000/- (for Convocation Folder) and EMD of Rs. 5000/- (for Convocation Booklet) from any Nationalised Bank may be enclosed in favour of Assam University Silchar.

Date:

Signature & seal
of the proprietor