



केन्द्रीय रेशम उत्पादन अनुसंधान एवं प्रशिक्षण संस्थान

केन्द्रीय रेशम बोर्ड वस्त्र मंत्रालय, भारत सरकार
बहरमपुर - ७४२१०१, मुर्शिदाबाद जिला, (पश्चिम बंगाल)

Central Sericultural Research & Training Institute

[ISO 9001 : 2015 Certified]

CENTRAL SILK BOARD Ministry of Textiles, Govt. of India
Berhampore – 742101, Murshidabad Dist., West Bengal, India



NO .CSB/CSR&TI/ R-15(F)/ S&P/2018-19/86

Date 03/04/19

To

LIST ENCLOSED

Dear Sirs,

Sub:- Tender for Printing & supply of Folder and Leaflet under rate contract for a period of 1 [one year] – Regarding.

This Institute intends to printing and supply of Folder and Leaflet from the reputed concerned /Manufactures . It is requested to submit your lowest rate for supply of the same. The interested parties may visit Institute's website www.csrtiber.res.in and offer their rates accordingly.

Sl No.	Name of the Item & specifications	Quantity	EMD Amount in [Rs.]
1.	Folder : A 4 Size Paper 130 GSM glossy laminated, Multi coloured Indian Art Paper. Double Fold [two folds of A4 size paper]. <u>Soft copy of the matter will be provided by this Institute in due course.</u>	1000 at a time	2% of the quoted value of the item. The EMD will not bear any Interest.
2.	Leaflet Half A4 Size Paper, 130 GSM glossy laminated, Multi coloured Indian Art Paper. [Sample of both paper A4 Size and Half A4 Size] should submit with the rate quotation duly stamped and signed on the both paper]		

The bidders may inspect the site on any working day from 10.00 AM to 5.00 PM.

TERMS & CONDITIONS

1.	Sealed quotation should be addressed to the Director, Central Sericultural Research & Training Institute, Central Silk Board, Berhampore, West Bengal duly superscribed “Quotation for Printing and supply of Folder and Leaflet” . LAST DATE FOR SUBMISSION OF RATE QUOTATION: 03.05.2019.
2.	The complete sealed tender documents should reach to this Institute on or before latest by 2.00 PM on. 03.05.2019. The bid will be opened at 3.00 PM on the same day in presence of the bidder or their authorized representative, who wishes to be presented at the time of opening of the rate quotations. Quotations received after the due date and time shall not be entertained.
3.	Purchase committee of this Institute will open the sealed envelope containing and scrutinize the same with reference to the specification mentioned in the tender document.
4.	Quotation should be valid at least for 90 days from the date of opening of the tender.
5.	Quoted rate should be F.O.R destination, CSR & TI, Central Silk Board, Berhampore, West Bengal.
6.	Rate should be quoted clearly indicating the basic price, GST, CST & Excise Duty etc.
7.	Earnest Money deposit [EMD as mentioned in the form of Demand Draft in favour of the “Director, CSR&TI” , payable on any Nationalized Bank at Berhampore, West Bengal should be deposited along with the tender.
8.	As per Rule 173 [iv] of the GFR, the interested bidder can make question for the bidding conditions, bidding process and or rejection of its bids to the undersigned.

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E-mail: csrtiber.csb@nic.in / csrtiber@gmail.com :: Website: www.csrtiber.res.in



9.	Rate should be quoted as per the specification of the item.
10.	Income Tax chargeable or any service shall be deducted at source, while settling the bill. A certificate to this effect shall be issued in Form- 16A, if claim.
11.	The quantity mention is tentative and may 25% more or less at the time of placing confirm order of supply.
12.	The materials should be delivered within stipulated date and time as mentioned in the supply order. Tax/ statutory duties and other charges if any should be clearly mentioned in the Tender Document.
13.	PAN/GST Nos. should be given on the quotation. A copy of document also to be enclosed with the tender.
14.	Payment will be made after satisfactory execution of the order as per specifications and terms Conditions. The Director or his authorized officers the right to accept or reject of any quotation without assigning any reasons whatsoever.

Yours faithfully,
Sd/-
Director

Copy to : 1] The Assistant Director [Computer] CSR&TI, Berhampore, W.B. to post the tender in this Institute website for wider publication.

- 2] The Assistant Director [OL], CSR&TI, Berhampore for translation.
3] Office Notice Board

Tapali Datta Bera
2.4.19
✓ Director