



उत्तर-पूर्व विज्ञान तथा प्रौद्योगिकी संस्थान  
North-East Institute of Science & Technology

Council of Scientific & Industrial Research

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No. QSO/Mgs/01/NEIST News/2011-12

Date: 13/07/2011

To

**Sub:** Printing of NEIST News for 12 issues

Sir,

Sealed quotations are invited for printing of NEIST News (bimonthly issue) for 2 years i.e 12 issues. The specifications for printing is as follows:

1. Printing of NEIST News (bimonthly) = New rate contract for 12 issues, w.e.f April, 2011.
2. Quantity = 12 issues (English and Hindi version combined) for 2 years
3. No. of copies = 1000 copies per issue (English and Hindi version to be in one issue)
4. No. of pages = 8 (eight)
5. Size = ¼ Demy
6. Printing = Multi-colour printing by Offset
7. Text paper = 170 GSM Art paper

Queries

1. Hindi translation per page <sup>to</sup> may be quoted.
2. Sample paper should be submitted along with the quotation.
3. Cost of Multi-colour printing for 8 pages by Offset.
4. Cost of 170 GSM Art paper for 1000 copies
5. Cost of additional page printing in Multi-colour
6. Cost of forwarding, tax etc.
7. Cost of graphics designing of the Newsletter to be quoted

Terms & Conditions

1. The rate which will be quoted will be valid for 2 years.
2. The proof copy after designing will have to be submitted before printing.
3. The proof of service tax payment is to be submitted with registration number of the Press.
4. The printing job will have to be completed within 10 days after getting the proofed material.
5. The printed material should be delivered to NEIST, Jorhat.
6. Payment will be made only through e-payment against bill in triplicate with crossed revenue stamp in 15 days time.

You are requested to submit your quotation before 4pm on 28/07/2011. Please address your quotation to Director, CSIR-NEIST, Jorhat – 785006 with the inscription on the envelope as 'Quotation for Newsletter'. Director, NEIST, Jorhat shall reserve the right to accept or reject any quotation without assigning any reason. Incomplete quotation will be summarily rejected. The quotation will be opened on 29th July, 2011 at 11.00am

Head  
Information & Business Development Division