

**"ANANDADHARA DISTRICT OFFICE"**  
WEST BENGAL STATE RURAL LIVELIHOOD MISSION (WBSRLM)  
DISTRICT MISSION MANAGEMENT UNIT  
DISTRICT RURAL DEVELOPMENT CELL  
COOCH BEHAR ZILLA PARISHAD::COOCHBEHAR

Tel. No: 03582-222478, Fax-03582-229897. Email: pddrdc-cbr@nic.in/pddrdccbr@gmail.com

No. DRDC/COB/04/2020/1-50

Date: 06.07.2020

**QUOTATION**

Sealed quotation are hereby invited from the intending and bonafide suppliers for the supply of **Printing goods** (Copy enclosed, **Annexure-C**) for the office of D.R.D Cell / DMMU, Cooch Behar for the financial year 2020-21 ( July 2020 to March 2021).

Interested Agency/suppliers may submit their sealed rates mentioned separately (including all Taxes) on any working day within 2:00 p.m through speed post or By hand in the drop Box which will be kept in the office of the undersigned.

The last date of receiving the quotation is on 21/07/2020 (2:00 p.m). The quotations will be opened at 03.00 p.m on that day.

The Department reserves the right to accept or reject any quotations without standing the reason whatsoever and the quotations will be kept at the custody of the undersigned.

Intending agency should submit Trade License, the latest IT Return, PAN, GST registration Certificate, and credentials of having performed similar type of works.

**TERMS & CONDITIONS**

- 1) Once rate is accepted there is shall not be any change in the rate through the year 2020-21.
- 2) Supply should be made within (10 days) of requisition.
- 3) There shall be no compromise on the quality specified or approved,
- 4) The undersigned reserve the right to return any item not found as per specifications.
- 5) Taxes & duties contract prizes are all inclusive i.e including all Taxes, duties local levies/ Transportation/ Loading/Unloading Break up of GST shall be indicated by the seller while rising invoice/while submitting the /invoice seller shall undertake that the Goods and service Tax(GST)
- 6) Resolution of disputes: The provision dispute Regulation between buyer and seller as given in the GTC shall be applicable here.

No. DRDC/COB/2020/424(7)/I-50

Additional District Mission Director, DMMU &  
Project Director, D.R.D. Cell, Cooch Behar Z.P

Date: 06/07/20

Copy forwarded for information & request for wide publicity to:

- 1) The District Magistrate and District Mission Director, Cooch Behar.
- 2) The Additional Executive Officer, Cooch Behar Zilla Parishad
- 3) The Sub-Divisional Officer, Sadar, Cooch Behar
- 4) District Informatics Officer, Cooch Behar with a request to upload the notice at District Web Portal.
- 5) The Chairman, Cooch Behar Municipality
- 6) Office Notice Board
- 7) Office copy.

Additional District Mission Director, DMMU &  
Project Director, D.R.D. Cell, Cooch Behar Z.P

9/c

06/07/20

## List Of Printing Item

### Annexure-C

Sl No	Item	Rate
1	Advance Register 100 Pages	Per Pages
2	Attendance Register 100 Pages	Per Pages
3	Cash Book 100 pages	Per Pages
4	Cheque Register 100 pages	PerPages
5	Credit Vouchar 100 Pages	Per Pages
6	Debit Vouchar 100 Pages	Per Pages
7	Certificate	Per sheet
8	Spiral Binding	100 pages Per Book
9	Sun board Flex printing	Per Sqft
10	Flex Normal 1 Sqft	Per Sqft
11	Flex Star Brand 1 Sqft	Per Sqft
12	Flex Venior 1 Sqft	Per Sqft
13	Ledger Book 100 pages	Per Pages
14	Note Sheet 100 Pages	Per Pages
15	Order Book 100 Pages	Per Pages
18	Stock Register 100 Pages	Per Pages
19	Rebinding 100 Pages	Per Pages
20	Invitation Card	Per pec
21	Cap for SHG	Per pec
22	I.Card	Per pec
23	Bill Register	Per Book
24	Sub sidiary Cash Book 100 pages	Per Book

Additional District Mission Director, DMMU &  
Project Director, D.R.D. Cell, Cooch Behar Z.P

