



राष्ट्रीय प्रौद्योगिकी संस्थान अगर्तला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

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Press Notice Inviting Quotation

No. NITA-22(81-Pur)/ Exam/ 2009/

Sealed tenders are invited from experienced and resourceful Dealers/Suppliers of Stationery items/Printing Press for and on behalf of the **National Institute of Technology, Agartala** for supply of stationery items:

<i>Sl. No</i>	<i>Description</i>	<i>Estimated Cost(Rs)</i>	<i>Earnest Money(Rs)</i>	<i>Date of submission</i>
1.	Supply of Answer Scripts, Admission forms and other Printed materials detailed in Annexure-I in the Institutes website and notice board.	16,68,000.00	10,000.00	Before 13:00Hrs on 25-08-09

Quotations should be submitted in the Firm's/Vendor's letter head addressed to the Registrar, NIT, Agartala. A demand draft of Rs10,000.00 (Rupees Ten thousand only) payable to the **Registrar, NIT Agartala** at SBI, NIT, Agartala Branch as EMD. Credentials in support of experience and Tax clearance certificates, should be submitted with the quotation. Quotations will be received in the office of the Registrar, NIT Agartala upto 13:00 hrs of 25-08-2009. The quotations received will be opened on the same day at 13:30Hrs, if possible. Samples may be seen, during office hours, in the Academic/Purchase Section.

Further details available in the Institute's website: <http://www.nitagartala.in> and <http://www.nita.nic.in> as well as the Notice Board.

REGISTRAR

ANNEXURE-I

ANSWER SCRIPTS, ADMISSION FORMS & OTHER MATERIALS

Specification:-

1. (A) Answer scripts 80,000 Nos.
Each containing:- (i) **8 (eight) sheets** every sheet having same machine number & the Front and back pages to be printed as per sample.
(i) Paper: Good quality writing paper (cream wove), 60 GSM
(ii) Finish Size (nominal) : **20cm x 30cm**
(i) Pages : 32 pages including printed front and its back sheet
(iv) Two numbers pin centrally stitched along the fold
(vi) Perforated encryption NITA on top right hand corner

2. (B) Answer scripts 80,000 Nos.
Each containing:- (i) **10 (ten) sheets** every sheet having same
(i) Paper : Good quality writing paper (cream wove), 60 GSM
(ii) Finish Size: **20cm x 30cm**
(iii) Pages: 40 pages including printed front and back sheet
(iv) Two numbers pin centrally stitched along the fold
(v) Front sheet **10 sheet** machine numbered.
(vi) Perforated encryption NITA on top right-hand corner

3. (C) (i) Paper: Good quality writing paper (cream wove), 60 GSM... .. 20,000 Nos.
(ii) Finish Size: **20cm x 30cm**
(iii) Pages : 4 pages
(iv) Front sheet machine numbered.
(vi) Perforated encryption NITA in right side (corner)

4. Examination Application Form (As per sample) 10,000 Nos.
(Size: 215 x 345 mm – 65 GSM)
(Including printing of Institute name, logo & Perforated along 2/3 horizontal

5. Hall Sheet: (As per sample) 10,000 Nos.
(Size: 215 x 345mm – 65 GSM) (Including printing of Institute name & logo)

6. Student Registration Form (As per sample) 3,000 Set
(B.Tech.1st Semester Course Registration Form)
(Size: 15cm x 24 cm,4(four) copies
Colour paper each pinup set along with Institute name & logo)

7. Student Registration Form (As per sample) 3,000 Set
(Course Registration Form)
(Size: 15cm x 24 cm,4(four) copies
Colour paper each pinup set including printing of Institute name & logo)

8. Envelopes (As per sample) 10,000Nos.
(Size : : 30cm x 34 cm including
Including printing of Institute name , Logo & Laminated)

9. Envelopes (As per sample) 10,000 Nos.
(Size: 32cmx40cm including printing of Institute name & logo and Lamination)

10. Envelopes (As per sample) 10,000 Nos.
(Size: 15cmx24cm including printing of Institute name & logo and Lamination)

REGISTRAR

ANSWER SCRIPTS, ADMISSION FORMS & OTHER MATERIALS

Terms & Conditions:-

1. **Validity of quotations should be for 90 (ninety) days** from the date of opening.
2. Purchase orders, at the accepted rates, will be issued from time to time as per requirement of the Institute and the procurement of estimated quantity may be spread over a period of one year.
3. Performance certificate(s) from a Govt. Department **or** a Semi Govt. organization **or** an Autonomous body wholly owned by the Central or State Govt., indicating the value of purchase order should be attached.
4. Earnest Money Deposit (EMD) in the shape of Demand Draft of Rs.10,000/-(Rupees Ten thousand only) drawn on any branch of State Bank of India, in favour of the **Registrar NIT, Agartala**, payable at **SBI NIT, Agartala Branch** should be enclosed with the quotation. Quotations submitted without EMD will not be considered.
5. Income Tax, TVAT clearance certificates should be attached with the quotation.
6. Quotations received after the due date and time will not be considered.

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