



**Government of West Bengal**  
**Office of the District Magistrate, Jalpaiguri**  
**(District Social Audit Unit at Room No. 13, 1<sup>st</sup> Floor) Collectorate Building, Jalpaiguri**  
**(Email: socialauditjalpaiguri@gmail.com)**

**Memo No. 30 /SAU**

**Date. 29/05/2019**

**NOTICE INVITING QUOTATION FOR PRINTING**

Sealed quotations are invited from resourceful bonafide agencies having experience of similar type of work and sufficient credentials of any Central / State Govt. or any undertaking by Central or State Government Office /Departments for Supply of Printing documents for Social Audit Section, Jalpaiguri.

Sl No	Name of the block	No. of Gram Panchayats	Name of the formats	Paper Quality	Paper Size	Quantity (No of Pages)
1	Dhupguri	16	MGNREGA, PMAY-G, NSAP, GRAMSAVA REPORTS, VRP TRAINING HAND OUT	75 GSM	A4	35413
2	Maynaguri	16		75 GSM	A4	30471
3	Sadar	14		75 GSM	A4	33118
					<b>TOTAL</b>	<b>99002</b>

**Eligibility:**

1. Having credential of Rs. 75,000/- of similar type of work in Central/State or any undertaking by Central or State Government Office /Departments.
2. Having Trade License, valid 15-digit Goods and Services Tax Identification Number (GSTN) under GST Act, 2017, P. Tax and PAN Card, Income tax return.

**Terms and Conditions:**

1. The Applicants will have to submit the photo copy of Trade License, Valid 15-digit Goods and Services Tax Identification Number (GSTN) under GST Act, 2017, Income Tax Return and PAN Card along with quotation. The undersigned reserve the right to see the original of above document at the time of issue of work order.
2. All Applicants have to quote the rate both in figures and in words inclusive of all applicable tax in his/her letter paid. The unit price quoted must be mentioned neatly. Corrections, if any should be properly authenticated.
3. Incomplete quotation will be summarily rejected.
4. Acceptance of the lowest quotation is not obligatory and undersigned reserve the right to accept and reject any or all the quotations without arising any reason.
5. Tax as per provision may be deducted from the bill as per the decision of the Authority.
6. The printing copies have to be arranged /compiled in different formats of 46 Gram Panchayats for 3 Blocks accordingly.
7. No payment will be paid for arrangement of printing or photocopies as Format wise, Gram Panchayat wise and Block wise.
8. For any query regarding above work will provide on any working day in the office of the undersigned during office hours.

