



অসম ইলেকট্রনিক্স উন্নয়ন নিগম পৰিসীমিত  
(অসম চৰকাৰৰ অধীনস্থ প্ৰতিষ্ঠান)

**Assam Electronics Development Corporation Ltd.**

(A Govt. of Assam Undertaking)

CIN: U31909AS1984SGC002155

Ref. No.: AEDC/M&CC/ARBAS/2018/Printing/21/284

Dated: 08.06.2018

### **SHORT TENDER NOTICE**

Sealed quotations are invited from empaneled vendors of AEDC Ltd. (AMTRON) for printing of materials under “Anundoram Borooah Award Scheme” for the year 2018.

**Last Date of submission : Upto 11:30 hrs on 14.06.2018**

**Date of Opening : 13:00 hrs on 14.06.2018**

### **Scope of the work**

SL. NO.	PARTICULARS	QUANTITY (approx)
1	Multicolour offset printing of <b>Certificate</b> for the award winners  The detail Specifications of the certificate are as follows: 1. Paper : Art Board (Matt Finish) 250 GSM. 2. Size : 43cm X 28cm Folder. 3. Printing : Multicolour both side offset printing ( <i>Separate price must be quoted for both variable and non variable printing</i> ). Numbering : Starting from 00001.	21,000 Nos.
2	<b>Computer User Guide:</b> Size: 1/8 demy, Paper: 70GSM Maplithu Cover: 170GSM Art paper, 20/22 page with binding.	21,000 Nos.
3	<b>Invitation Card</b> with Envelope (Ivory, Size: 8"x5.4").	4,000 Nos.
4	<b>Hologram:</b> Size: 150 x 20 mm Tamper Evident VOID Label with printing in two colours with Water Mark, UV- invisible numbering. Running Silver colour Holographic Strip size: 20 x 20 mm with on label.	21,000 Nos.

### **Terms & Conditions:**

1. All bidders must submit the following documents along with the tender:

- A copy of the PAN Card.
- A copy of Valid Trade License.
- A copy of GST Registration Certificate as applicable.

উদ্যোগ পাম, বামুনীমৈদাম, গুৱাহাটী - ৭৮১০২১, অসম

দূৰভাষ : +৯১-৩৬১-২৬৫০ ১১১

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ই-মেইল : info@amtron.in, ৱেবচাইট : www.amtron.in

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2. **Court Fee Stamp:** The bidder must affix a Court Fee Stamp of Rs. 8.25/- or more.
3. **The quantity** may vary as per the actual requirements.
4. **EMD:** The bid document must be accompanied by the Earnest Money Deposit of Rs.10,000/- (Rupees Ten Thousand) only in the form of a demand draft in favour of Assam Electronics Development Corporation Ltd. payable at Guwahati.
5. **Rates:** Price quoted must be for destination including freight and insurance charges inclusive of delivery up to AEDC Ltd. Bamunimaidan, Guwahati – 780021. Price quoted must be inclusive of all taxes and duties.

**Note:** Vague terms like packing, forwarding, transportation, etc. as extra without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected. Bidders shall indicate their rates in clear/visible figures as well as words and shall not alter/overwrite/make cutting in quotation. In case of mismatch the rates written in words will prevail.

6. **Experience:** The bidder must have experience of executing similar kind of printing job.
7. **Sample of Printing:** Bidder has to submit sample of similar printing executed by them and sample of paper along with the quotation.
8. **Delivery:** The selected vendor(s) must complete both printing and supply of total quantity of materials within 10 days from the date of Work Order. All aspects of safe delivery of the materials within the stipulated time limit shall be the exclusive responsibility of the vendor. Part delivery of the materials is not allowed and the Managing Director, AEDC Ltd. reserves the right not to accept delivery in part or full in case of delayed delivery.
9. **Validity of Tenders:** Quoted rates must be valid for 180 days from the date of quotation.
10. **Payment:** Payment shall be released only after complete delivery of total quantity of materials as per work order.
11. **Performance Bank Guarantee:** The successful bidder, to whom the work order is placed, shall furnish an unconditional Performance Bank Guarantee from a scheduled bank of India for 10% of the work order value within 3 working days from the date of work order. The Validity of the PBG shall be 45 days from the date of work order.
  - a. By submitting the PBG, the vendor is understood to have guaranteed that,
    - i. The total quantity of materials will be supplied strictly as per specifications within 10 days from the date of work order.
    - ii. The work order will be executed as per terms and conditions mentioned therein.
    - iii. The materials supplied are free from defects/bad quality.
    - iv. The materials supplied are as per sample submitted and design and specifications approved by AEDC Ltd.
    - v. The Guarantee is to the extent of 10% of the order value.
  - b. **Conditions for invoking PBG:** In case of failure to comply with the guarantees above, AEDC Ltd. may terminate the work order in whole or in part and forfeit the




PBG. In addition AEDC Ltd. may, at its discretion, procure upon such terms and in such manner as it deems appropriate, goods similar to the undelivered items and the defaulting supplier/vendor shall be liable to compensate AEDC Ltd. for any extra expenditure involved.

12. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway.
13. **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening at the same time.
14. The acceptance of the tender will rest solely with the Managing Director, AEDC Ltd., who in the interest of the Corporation is not bound to accept the lowest tender and reserves the right to himself to reject or partially accept any or all the tenders received without assigning any reasons.
15. In the process of issuing work order to the qualified empaneled vendors of AEDC Ltd. (AMTRON) the maximum recommended limit of work value in a single work order will be considered.
16. AMTRON, reserves the right to amend or cancel the Tender without assigning any notice or reason thereof.
17. **Court of Competent Jurisdiction:** The Court of jurisdiction will be the court of Guwahati only. Any dispute arising out of this purchase shall be referred to the Managing Director, AEDC Ltd. and the decision of the Managing Director, AEDC Ltd. shall be final and binding on all parties.

Member Secretary,  
Sub-committee C, ARBAS' 2018,  
AEDC Ltd.

**Copy to:**

1. The Managing Director, AEDC Ltd.
2. Shri Sanjib Kumar Sarmah, General Manager, AEDC Ltd. cum Chairman, Core Tender and Project Implementation Committee, ARBAS' 2018.
3. Sri B.K. Barthakur, Addl. Manager, Chairman, Sub-Committee C, ARBAS' 2018.
4. Exclusive Advertising Pvt. Ltd. 8, GNB Road, Panbazar, Guwahati-01.
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Member Secretary,  
Sub-committee C, ARBAS' 2018,  
AEDC Ltd.