

Government of West Bengal
Directorate of Forests
Office of the Deputy Conservator of Forests
Publicity, West Bengal
Aranya Bhawan, 3rd Floor, Block-LA, 10A, Sector-III, Kolkata-700098

NOTICE INVITING QUATATION No 3/Pub-2017 Dated
06.06.2017

Sealed offers are invited from Reputed Printing Press/ suppliers for the items required by this office as denoted in the enclosed **Annexure-I**.

The rates offered should be final and binding including all taxes, also must include cost of delivery charges to this office & incidental charges (if any).

The agency selected as an agency for the printing jobs, must comply exactly with the same rate offered for the articles, upto 1 (one) year from the date of acceptance of the rate(s).

The sealed offers should only be submitted alongwith a forwarding letter addressed to the undersigned in his own Letter Head. Notice Inviting Quotation Number & Date must be written in bold on the sealed envelope and to be submitted on or before 19/06/2017 up to 02.00 pm.

The undersigned reserves the right to reject any or all of the offers without assigning any reasons whatsoever. Moreover, participating in the Quotation process does not in any situation imply substantiation of any commitment for work order.

The Presses/Agencies who failed to comply work order in previous year are not eligible to participate in the quotation process.

The sealed quotation will be opened on 19/06/2017 at 3.00 pm in the office chamber of the undersigned.

Display in the Notice Board of Aranya Bhaban

Angshuman Mukhopadhyay
Deputy Conservator of Forests
Publicity, West Bengal

No 392 13-1/Pub -17

dt.06/06.2017

- ✓ 1. Copy forwarded to the Deputy Conservator of Forests/MIS
For uploading the quotation through Official Website.

Angshuman Mukhopadhyay
Deputy Conservator of Forests
Publicity, West Bengal

Annexure-I.

Schedule of Work Proposed to be done by Publicity Division
2017-2018

SL.No.	Nature of Work	Size	Quality of Paper	Quantity
1	Supply of Poster (4 colour)	23X18 inch	130 GSM art paper	1000
2.	Supply of Poster (4 colour)	23X18 inch	130 GSM art paper	2000
3	Supply of Poster (4 colour)	23X18 inch	100 GSM art paper	2000
4	Supply of Poster (4 colour) With 3 row gumming in the back	23X18 inch	100 GSM art paper	10000
5	Supply of 4 colour Pamphlet	34X23 C.M. 3 folded back to back	170 GSM art paper	2000/5000
6	Supply of Leaflets in Four colour	20X 29 C.M.	100 GSM Art Paper	2000/10000 & 40000
7	Supply of Invitation Card (I Fold in 4 Colour) including good quality envelop with printing	43X13 C.M.	250 GSM Art Board	100/500/1000
8	Supply of Good Quality Cloth Banner with 4 colour printing & designing as per direction	Rate Per Sq. Ft	--	--
9.	Printing of Banabithi Banamahatsava issue- 2017	i)Rate Per. Text Pages ii) Size = 11" x 9" iii)Inside pages(in four colour) = to be print on 130 GSM in Gloss art paper iv)Cover 4 pages (in four colour) = to be print on 250 GSM in gloss art paper. v). Binding= perfect binding & delivery at the office of the undersigned. vi). Quantity = 1000 Nos.		

Amoghshuman Mukherjee
Deputy Conservator of Forests
Publicity, West Bengal