



नेताजी सुभाष क्षेत्रीय सहकारी प्रबन्ध संस्थान, कल्याणी
NETAJI SUBHASH REGIONAL INSTITUTE OF COOPERATIVE
MANAGEMENT, KALYANI
(AN INSTITUTION OF NATIONAL COUNCIL FOR COOPERATIVE TRAINING, NEW DELHI)

Ref no. III-10/ 147

Date: 06.05.2014

Tender Notice

Sealed Tenders are invited by the undersigned for printing of following articles of the Institute. The matter is required to be typed in computer from hand writing manuscript/photo copy/type copy and final print will be made after checking and approval of proof.

Tender is required to be submitted for the under mentioned items. The rates should be inclusive of all taxes and delivery charges to the Institute. The Tender should be submitted by 23rd Mayth2014. Tender should enclose specification of Papers/Boards.

Sl no.	Name of the Printing Articles	Specification	No. of Copies
1.	Letter head	Letter Pad/ DO Pad of 14 size (100 pcs. Pad)	10/3 pads
2.	Writing Pad (Small)	4.5" x 8.75" of 30 pages with printing on cover page	1000 pcs.
	Writing Pad (Big)	7.2" x 9.5" of 30 page with printing on cover page	200 pcs.
3.	File cover	As per sample	300 pcs
	File guard	As per sample	200 pcs
4.	Note Sheet	12Kg. green laser paper, Double Foolscap size	1000pcs
5.	Board File	Size- 9"x13" (as per specimen)	250 pcs
6.	Forms	A4, A5, Legal size with single & both side printing (100pcs Pad)	20 pads
7.	Register	Printed as per requirement of normal or Folio Type (150pages)	2 Registers
8.	Envelope	a. White/Brown paper (4.5" x 10") with printing /without window dressing. 10" x 4.5" white (window)	1000 pcs
		b. 12"x 8" cloth pasting 12"x 18" cloth pasting	500 pcs
		c. 14' x10" cloth pasting	
		d. Green thick paper (4.5"x 10") with printing cloth pasted	500 pcs
9.	Paper (Blank)	A4 white paper Certificate Printing	500 pcs
10.	Paper (Blank)	A5 Pink paper for Dr. Voucher Printing	500 pcs
11.	Paper (Blank)	A5 Greenish paper for Cr. Voucher Printing	500 pcs
12.	Study material	a. Typing charge English, Bengali, Hindi b. Offset Xerox printing (A4) (A4) size upto 100 cop for extra page 100 cop. printing c. Cover board 10x15 size 190 Gsm 10x 15 size 210 Gsm 10x15size lamination Board d. Paper charge (A5)size 11.2kg and /Bp. Paper (A5)size 13.6 kg and/Bp Paper (A5) size 15.5 kg. and/Bp Paper (A4) size 75 Gsm Bp paper (A4) size 70 Gsm Bp Paper Cover Printing silk (Scrin) Per colour/ offset printing Ex. DTP Chang per page e. Binding Charge	500 pcs
13.	Examination Khata	Set A (as per sample) Set B (as per sample)	1000 pcs 500 pcs

दूरलेख/Gram : SAHSHIKSHAN, दूरभाष/Phone : 033 25828202, फैक्स/Fax : 25828236

ई-मेल/E-mail : nsricmkalyani@gmail.com वबसाइट/Website : www.nsrictm.com



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The rate will be affective for the current financial year or till further order. The successful Tender will have to execute order within 10 days from the date of the receipts of the order and arrange for delivery of the goods to the Institute.

The undersigned reserves the right of accepting or rejecting any of the Tenders irrespective of the lowest rate quoted without assigning any reason whatsoever. The Tender should be addressed to the Director by designation.

Sd/-
(Dr. Kishore Kumar)
Director

Ref no. 10/

Date: 06.05.2014

Copy with a request to display in your notice board of your esteemed organization to:

1. Office Notice Board	2. Kalyani Post Office,	5. Institutes website.
3. Hostel Notice Board	4. Kalyani Railway Station	6.SBI, Kalyani

(Dr. Kishore Kumar)
Director