



नेताजी सुभाष क्षेत्रीय सहकारी प्रबन्ध संस्थान, कल्याणी
(राष्ट्रीय सहकारी प्रशिक्षण परिषद, नई दिल्ली की संस्था)
NETAJI SUBHAS REGIONAL INSTITUTE OF COOPERATIVE MANAGEMENT

KALYANI, NADIA, WEST BENGAL

(AN INSTITUTION OF NATIONAL COUNCIL FOR COOPERATIVE TRAINING, NEW DELHI)

संख्या

Ref. No. III-10/681

दिनांक

Dated : 03.03.2022

Tender Notice

Sealed tender are invited by the undersigned for printing of the following articles of the Institute. The matter is required to be typed in computer from hand written 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 26th March, 2022. Tender should enclose specification of Paper/ Boards.

Sl. Name of the Specification

No. Printing Articles

- | | |
|-------------------------|--|
| 1. Note Sheet | Foolscap Size |
| 2. Board File | Size 9 in X 13 in (As per specimen) |
| 3. Rubber Stamp | 2" size (contact for further details) |
| 4. Requisition Form | As per sample |
| 5. Forms | EL & CL forms, as per sample |
| 6. Letter Head | Letter Pad/ D.O. Pad of 14" size (100 pcs. pad) |
| 7. Register | Printed as per requirement of normal or folio type |
| 8. Envelop | White brown paper (4.5 in X 10 in) with printing without window Dressing |
| 9. Envelop | Green thick paper (4.5 in X 10 in) with printing with cloth pasted |
| 10. Honorarium Bills | As per sample |
| 11. Joining Forms | -do- |
| 12. Evolution forms | -do- |
| 13. Medical forms | -do- |
| 14. Writing Pad (small) | -do- |
| 15. Writing Pad (big) | -do- |
| 16. Paper (blank) | A5 White pink paper for Dr. Voucher printing |
| 17. Paper (blank) | A5 green paper for Cr. Voucher printing |
| 18. Study Materials | a. Typing charge: English, Bengali, Hindi
b. Offset Xerox printing (A4) size up to 100 copies for extra page. 100 copies printing.
c. Cover Board
10X15 size 190 GSM,
10X15 size 210 GSM,
10X15 size lamination board |

Central Park, P.O. Kalyani, District - Nadia - 741 235, West Bengal, /Phone : 033 25828202 / 25809201

फैक्स/Fax: 033 25828236, ई-मेल/E-mail : nsricmkalyani@gmail.com वेबसाइट/Website : www.nsricm.com



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- d. Paper Charge
(A5) size 13.6 kg and / BP Paper
Cover printing silk (scriin) per colour / offset printing
ex. DTP Charge per page
- e. Binding Charge
Set A (As per sample)
Set B (As per sample)
19. Examination Khata

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

The Undersigned reserves the right of accept 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.

(Dr. K.I. Meetei)
Director