



**Office of The Principal :: North Lakhimpur College**  
(An Autonomous College Affiliated to Dibrugarh University)

P.O. – Khelmati, Lakhimpur, Assam, PIN-787031

No. NLC/Quotation/2019-20/3

Dated: 2/5/2019

**Notice Inviting Quotation**

Notice Inviting Limited Quotation Sealed quotations are invited from reputed firms/presses for the printing and supply of North Lakhimpur College Magazine as per specification mentioned below. The quotations will be received by the undersigned on or before 12.05.2019 up-to 11:00 A.M.

Sl	Particulars	Rate/Amount	Quantity
<b>1</b>	<b>North Lakhimpur College Magazine</b>		<b>1200</b>
a	DTP, Layout, Cover & Inside Color page Design	Already done, soft copy will be provided to printing press	
b	Size : ¼ Demy		
c	Pages : Black and White= 272, Color=10		
d	B&W Paper: 70 GSM Natural sheet		
e	Color Paper : 130 GSM Gloss		
f	Cover : 300 GSM, Matt lamination, Spot UV, Folded (both side printing)		
g	Binding : Perfect Binding		
h	Delivery charge should be include		

**Terms and Conditions:**

1. The Tendering firm must have its office and factory in Assam.
2. Must have up to date Trade License, Income Tax and VAT Clearance Certificate.
3. Must have experience of executing satisfactory similar job for Govt. Organizations/Academic Institutions.
4. Any other information which may be useful in process of evaluation.
5. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents.
6. The College reserves the right to accept or reject any or all the quotations without assigning any reason.
7. The quantity mentioned above may be increased or decreased at the time of order as per actual requirement.
8. 50% of total amount will be paid as advance. Remaining amount will be made only after the successful completion of the job and after receipt of the materials in good condition.
9. There will be no compromise on the quality of the paper and printing. If the production is found to be sub-standard, the College is not liable for payment.
10. The quotation should be addressed to the "Principal, North Lakhimpur College (Autonomous), P.O.- Khelmati, Lakhimpur-787031, Assam" super scribing the Quotation Notice Number on the envelope.
11. The tendering firm must clearly indicate the rate of taxes (if any) in their quotation.

**Sd/-**  
**Principal**  
North Lakhimpur College