



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)
(दिव्यांगजन सशक्तिकरणविभाग,सामाजिकन्यायएवंअधिकारितामंत्रालयभारत सरकार)
**Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and
Empowerment, Govt. of India**
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090



बी.टी .रोडबनहुगली,कोलकाता-700090

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Ref No: MAT.DEV/1602/MO/NIOH

Date: **07.01.2019**

Last date of submission of quotation: **29.01.2019**

Delivery required within:30 days after receiving the PO.

TO

NILD NOTICE BOARD

SUB: LIMITED TENDER NOTICE

REF: INVITE QUOTATION FOR THE PRINTING AWARENESS MATERIAL.

SL NO	NAME OF THE ITEM	SPECIFICATION	QTY
01	Concession Available PwDs(English)	As per sample	2000 Nos
02	Spinal Injury (English)	As per sample	2000 Nos
03	ADIP Scheme (English)	As per sample	2000 Nos
04	NILD in Services at PwDs(English)	As per sample	2000 Nos
05	Scheme for Providing Employment to Impaired Persons in Private Sectors (English)	As per sample	2000 Nos
06	Apne Sahayak UpkaranKo Jane (Hindi)	As per sample	2000 Nos

NOTE:

1. **Designing, proof reading and Printing must be done by the printer on their own cost. However, final reading shall be done by the institute before final printing.**
2. **Suppliers should have their own designing & printing set up.**
3. **The work must be carried out as per sample which are available in the Purchase Section.**

GENERAL INSTRUCTION AND TERMS & CONDITIONS

1. Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box within **29.01.2019** between 10 am to 4 pm addressed to 'The Director, NILD, B.T.Road, Bon-Hooghly, Kolkata – 90' with the word "**Printing of AWARENESS MATERIALS along with NIT No.MAT.DEV/1602/MO/NIOH dated 07.01.2019**" boldly super scribed on the top of the envelope.
2. **EMD for Rs. 4000/(Rs. Four thousand only) and tender cost Rs. 500/-** to be deposited through DD drawn in favour of " National Institute for the Orthopedically Handicapped" payable at Kolkata, along with sealed Tenders.

THE FOLLOWING DOCUMENTS SHOULD BE ENCLOSED IN THE BID:-

3. Quotation should be enclosed with complete details.
4. Details of infrastructure available for designing, proof reading & printers should be enclosed along with quotation.
5. Compliance sheet with desired and quoted specifications.
6. Copy of latest and valid Trade license, Income Tax, GST / Sales Tax Clearance certificate Pan card etc all in the name of the firms should be submitted along with quotation.
7. **Proof of ownership/ partnership etc. shall be submitted along with address, telephone & fax no**
8. The price / rates for the item quoted must be valid for **04 months**.
9. Any other relevant information that the bidder may like to furnish so as to add the credibility, financial solvency client list and past performance of the bidder.
10. Delivery period: within 30 days after issuing of P.O.
11. Any delay in supply will attract Liquidated damage as per General Financial Rules of GOI.
12. Failure to supply in time may also lead to cancellation of Purchase order and forfeiture of Bid Security.
13. The bidder should provide the complete details of Bank Account like Name of the account holder, Account No., Name of the Bank and Branch, IFS code for online transaction.
14. Free delivery at NILD MAIN STORE. Rate should be quoted in the given format

Sl. No	Name of the item	Specification as per our NIT	Unit Price	GST	Total of unit price
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Thanking you

Yours faithfully

Officer-In-Charge
Material Management