



**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

No. DU/Admn/AR/E-229/NIQ/2019/689

Date: 10/03/2023

**Notice Inviting Quotation**

Sealed quotations are invited from reputed firms/suppliers/ vendors for Designing, Printing and Binding of “The DU Gazette” and Printing of Book “Bigyanar Itihas” to the Dibrugarh University, as per items descriptions mentioned at **Annexure: I**

The quotations will be received by the undersigned on or before **24/03/2023 upto 3.00 p.m** and will be opened on **27/03/2023 at 2.00 pm** in the presence of the intending quotationers or their authorized agents in the Committee Room of the New Administrative Building, Dibrugarh University.

**Terms and Conditions:**

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier’s Letter Pad with supporting documents.
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. Payment will be made only after the successful receipt of the materials in good condition.
4. In event of any kind of holiday, the quotations shall be opened on the next working day.
5. The quotation should be addressed to the “**Registrar, Dibrugarh University, Dibrugarh-786004**” super scribing the Quotation Notice Number on the envelope.
6. Any kind of Taxes/GST must be clearly indicated in the quotation.
7. The Quantity mentioned may increase or decrease at the time of placing the order as per requirement.
8. The Tendering firm must have a permanent establishment in Dibrugarh.

**Sd/-**

**Registrar i/c**

Dibrugarh University

Copy to:

1. The Dy. Registrar (F&A) i/c, D.U. for information.
2. The Programmer, D.U. to upload in the University web site.
3. The Publication Officer, D.U., for information.
4. Notice Boards.
5. Office File.

**Sd/-**

**Registrar i/c**

Dibrugarh University

**Annexure-1****A) Designing, Printing and Binding of “The DU Gazette”**

<b>Sl. No.</b>	<b>Title of the Work</b>	<b>Specifications</b>	<b>Qty</b>
01	Designing, Printing and Binding of “The DU Gazette” Issue: July –Dec, 2022	<ul style="list-style-type: none"><li>• Size: ¼ Demy</li><li>• Pages: 56 + Cover (approx.)</li><li>• Printing: Multicolour</li><li>• Paper for Cover: 300 GSM</li><li>• Paper for Inside Pages: 130 GSM</li><li>• Cover Laminations: Matt</li><li>• Binding: Perfect Binding</li></ul>	500 copies

**B) Printing of Book “Bigyanar Itihas”**

<b>Sl. No.</b>	<b>Title of the Work</b>	<b>Specifications</b>	<b>Qty</b>
01	Printing of Book “Bigyanar Itihas” Ed. By Dr. Jogendranath Sarma	<ul style="list-style-type: none"><li>• Size: ¼ Crown</li><li>• Pages: 888</li><li>• Cover Paper: Double Demi Coated 170 GSM Art Board Gloss.</li><li>• Cover Printing: Multi Colour</li><li>• Cover Lamination: Matt</li><li>• Inside Paper: 70 GSM NS</li><li>• Inside Printing: Black &amp; White</li><li>• Binding: Hard Board Binding</li><li>• Packing: Shrink pack each copy</li></ul>	550 copies

**Sd/-**  
**Registrar i/c**  
Dibrugarh University  
Dibrugarh