

**National Institute of Technology Sikkim**  
**Ravangla South Sikkim- 737139**

No :06/NITS/T&P cell/2019-20/ 446 ,

Date 7.6.2019

**Notice Inviting Quotation**

The National Institute of Technology Sikkim invites quotations in sealed envelopes for printing of brochure as per specification below to be addressed to the Registrar, NIT Sikkim. The last date for submission of the quotation is 20.06.2019.

Brief Description of the goods	Specifications	Quantity	Place of Delivery
Printing of Brochure	<ul style="list-style-type: none"><li>• Size: Letter Size</li><li>• Pages: 30-35</li><li>• Layout: Portrait</li><li>• Printing : 4 color offset(multicolored) media Type</li><li>• Inside pages: 120 gsm or higher natural evolution paper with aqueous coating.</li><li>• Cover page: 150 gsm of higher with thermal lamination.</li></ul>	1000 pieces approx. with envelopes.	Administrative Block, NIT Sikkim Ravangla South Sikkim
Letterhead	<ul style="list-style-type: none"><li>• Size: Letter Size</li><li>• Layout: Portrait</li><li>• Printing : 4 color offset(multicolored) media Type</li><li>• 140 gsm of higher</li></ul>	2500 pienes approx..	

Other Terms and Conditions are as under:

1. The quotation shall be in the letterhead of the bidder and must contain the GST& PAN of the bidder.
2. The prices quoted should be FOR NIT Sikkim and must include all incidental charges for delivery up to NIT Sikkim. Taxes if any should be clearly indicated in the quotation.
3. The work must be completed within 15 days of the issue of the purchase order. Failure to comply with the same shall result in liquidated damages recovered @ 1% per week.
4. The institute reserves the right to not accept the lowest price as the sole criteria for award of the purchase order. The quality requirement of the institute shall not be compromised in any case. The institute may ask any bidder to submit the sample of the material before award of the order or visit the site for clarification.
5. The institute reserves the right to increase or decrease the quantity of the work depending on the need of the institute.
6. Submission of quotation shall be deemed to be the acceptance of the conditions in this document, the GFR 2017, the Income tax Act 1961 and the GST Act 2017.

Registrar