



West Bengal State Book Board

AQ-13/1, Sector-V, Salt Lake City, Kolkata - 700 091
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No. 107A/Book Publication/WBSBB/2022-23

Dated: 16.08.2022

Notice inviting tender for publishing of books at West Bengal State Book Board

Fresh sealed quotations are invited from the printing presses/firms/agencies for publishing of books at West Bengal State Book Board, AQ 13/1 Salt Lake, Sector – V, Kolkata – 700091.

1. Interested printing presses/firms/agencies are requested to submit quotation for the above mentioned in a sealed cover. It should be completed in all respect and be dropped in the tender box kept at the office of the West Bengal State Book Board 4th floor of AQ 13/1, Salt Lake, Sector – V , Kolkata – 700091 by **2.00 P.M. of 29th August 2022 (Monday)**.
2. Quotations are invited for per page text DTP composing on 5.25" X 8.25", Black/White Printing in 70 GSM Maplitho Paper and cover will be printed in multicolour with lamination on 300 GSM Art board and Perfect binding and for 1 Page text DTP composing on 8.25" X 10.25", Black/White Printing in 70 GSM Maplitho Paper and cover will be printed in multicolour with lamination on 300 GSM Art board and Perfect binding.
3. The West Bengal State Book Board reserves the right to reject any or all quotation(s) without assigning any reason thereof.
4. The sealed quotations, received on the date fixed above, will be opened by the TENDER COMMITTEE after 2.00 P.M. of **29th August 2022 (Monday)**. (The intending Quotationers/Tenderers his representative, if they desire, may remain present at the time of opening of quotations.)

• Eligibility of the bidders :

1. Should have minimum three years of experience in printing of publications with Govt. Deptts./PSUs/etc.
2. Should not have been blacklisted by the Department/Ministries of the Govt. of India.

• Documents/ Certificates required :

For bidding, the firms are required to submit the following self-attested and duly rubber stamped (on each page) photocopies of the following documents relating to their printing press/firm, failing which their bid will be summarily/out-rightly rejected and will not be considered any further:

- I. Registration Certificate as per existing norms from Government Department;
- II. Copy of TIN Registration Certificates;
- III. Copy of PAN/GIR Card;
- IV. Copies of Income Tax Returns filed for last 3 financial years (i.e. 2019-20, 2020-21 & 2021-22);
- V. Proof of minimum 3 years experience of printing work with Govt. Deptts. or PSUs, having similar kind of jobs: A list of Clients etc. to be submitted:

• **The terms and conditions of the contract will be as follows :**

- I. All pages of the tender document should be signed with stamp by the authorized signatory of the Firm/Agency as a token of acceptance of all terms and conditions mentioned in the tender documents.
- II. The incomplete and conditional tenders will be rejected. Quoting unrealistic rates will be treated as disqualification.
- III. Tenders received after the closing date and time prescribed in the tender enquiry shall not be accepted under any circumstances.
- IV. West Bengal State Book Board right to terminate the contract at any time without assigning any reason.
- V. Evaluation of tender for deciding L1 bidder shall be done on the basis of lowest rate quoted.
- VI. In case of any dispute, the decision of the West Bengal State Book Board shall be final and binding on both parties.
- VII. All the quotationers/ tenderers are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations.

Aparajita Sengupta

Dr. Aparajita Sengupta
Chief Executive Officer
West Bengal State Book Board

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