

GOLDEN CITY INDUSTRIAL TOWNSHIP AUTHORITY
BAPL PROJECT SITE, ANDAL , Dist.-PASCHIM BARDHAMAN

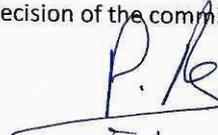
Memo No: GCITA/ Cont./2025-26/...19...

Date: 25/06/2025

NOTICE INVITING QUOTATION FOR PRINTING and SUPPLY OF OFFICE LETTER HEAD ETC

The Executive Officer , Golden City Industrial Township Authority (GCITA) , Andal invites sealed quotations from bonafide agencies having past experience in printing job, for the printing and supply of the following specification in **Annexure-1** for the office of GCITA, Andal , Dist.-Paschim Bardhaman .

1. Quotationers are advised to go through the following terms and conditions carefully before filling up the tender forms .Any tender which is not in conformity with instructions , or which is incomplete is liable to be rejected.
2. Printing materials to be supplied from this end should be prepared as per specification.
3. Printing materials which are not in conformity with specification is liable for rejection.
4. The bidders may submit their bid with all necessary documents such as **Annexure-1** dully filled in , GSTN, PAN, Trade License along with the covering letter duly signed by an authorized signatory on or before 10/07/2025 upto 1.30 PM to the Executive Officer, Golden City Industrial Township Authority, BAPL Project Area, Andal, PO- Dakhinkhanda, Dist- Paschim Bardhaman, West Bengal, Pin 713321 .Quotation must be subscribed as" Quotation for Printing and supply of Office Letter Head etc"
5. Tender will be opened on same day at 3.00 PM in presence of bidders who desire so. Opening date may be changed due to unforeseen reason, if arises.
6. Payment will be released only after the completion of the job and after the receipt of the printing materials in good conditions and to the satisfaction of the Executive Officer.
7. The tender committee has reserves the right of cancellation, adding, reducing, or deferring the tender in total or in partial without assigning any reason thereof. The decision of the committee shall be final.



Executive Officer

Golden City Industrial Township Authority
Golden City Industrial Township Authority

Memo no.GCITA/Cont./25-26/ ...19...

Dated: 25/06/2025

Copy forwarded for information with a request for wide publication to:

1. The District Magistrate, Paschim Bardhaman and Chairman, GCITA.
2. The Addl. Secretary to the Government of West Bengal , UDMA Department , Nagarayan, DF-8, Sector-I, Salt Lake, Kolkata – 700064
3. The Chief Executive Officer, Asansol Municipal Corporation.
4. The Commissioner, Durgapur Municipal Corporation
5. The Block Development Officer, Andal.
6. The Software Manager, UDMA Deptt., Govt. of W.B., ILGUS Bhaban, Secor-III, Saltlake.
7. The Post Master , post Office- Dakhinkhanda ,Andal
8. Notice Board of the office.



Executive Officer

Golden City Industrial Township Authority
Executive Officer
Golden City Industrial Township Authority

ANNEXURE -1

Quotation No. GCITA/Cont./25-26/

Date

Name & Address of the bidder:

Sl. No.	Specification	Unit	Rate /unit	GST	Total (both words and Figure)
1	Office Letter Head Pad with 100GCM Bond Paper, four colour printing with bond Paper and binding of 100 piece .	1000			
2	Office Note sheet in conquest paper with both side printing and pad binding of 100 pieces .	1000			
3	Cash Book Size 13.5" x 17" with canvas / leather binding with 75 GCM paper and 300 folio book binding.	01			
4	Ledger Book size 10"x15"with 75 GCM paper and canvas / hard board binding of 200 pages .	01			
5	Work Register Size 8.5" x 13.5"with 75 GCM paper and canvas / hard board binding of 200 pages.	01			
6	Measurement Book Size 10.5 cms x 30 cms 100 leaves, with the first two leaves (preliminary pages) serially numbered both side . 200 pages and canvas PVC bound and manually stitched.	1			

Signature of the Bidder with seal