



ASSAM POWER GENERATION CORPORATION LIMITED

Registered Office: Bijulee Bhawan, Paltanbazar, Guwahati-781 001, Assam

CIN:U40101AS2003SGC007239

Tel.No.: 0361-2739502, Fax No.03612739546/22

e-mail: md@apgcl.com, Website: www.apgcl.org

Tender Notice No. MD/APGCL/ESSTT./2019/1150/01

Dated: 30.11.2019

TENDER DOCUMENTS

(For Design, Print & Supply of Calendar of APGCL for the year 2020)

Cost of Tender Paper = Rs. 1,000.00 (non-refundable)



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TENDER DOCUMENTS

Job: Calendars'2020

Sl. No.	Particulars	Specification	Quantity	Rate (each) both in figure and word
1	Design, Print and Supply of Calendar of APGCL for the year 2020	Size -16" X 24" (180 GSM superior quality glossy art paper)	3000 Nos. (Three Thousand)	
2	Cover Page	100 GSM glossy art paper.		
3	Process of Printing	Multi colour Offset printing		
4	Printing	The date sheets to be printed on both sides, each side having date list of single months.		
5	Colour Scheme	Date sheets in multi colour & fly leaf in single colour.		
6	Themes of Calendar	Power Generation & Electrical Safety		

Seal of the Firm/ Agency

Full Signature:

Name of the Firm / Agency:

Address:

Phone No : _____

e-mail ID : _____

Detail profile of the Firm / Agency (Xerox copies to be attached)

Regd. No. of the Firm / Agency : _____

Date : _____

GSTIN No. : _____

PAN No. : _____

N.B. Terms and conditions of the quotations are given below.

Utpal Gohain, GM (HR)

E-mail: gmhr@apgl.com

Tel. No: 0361-2635812



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TERMS & CONDITIONS

1. The tender should reach us within the stipulated time and date in sealed cover.
2. The caption "Tender for Design, Print & Supply of Calendar of APGCL for the year 2020 be super scribed on the sealed cover.
3. Multicoloured sample in related to Power Generation & Electrical Safety theme must be submitted.
4. The prescribed design and layout to be done by the tenderer at his/her own cost.
5. The Cost of Tender papers is Rs. 1000/- (One Thousand) only in the shape of DD/Bankers' Cheque drawn in favour of the Deputy General Manager (F&A), APGCL, Bijulee Bhawan, Ghy-1 payable at Guwahati failing which the tender will not be considered as valid.
6. The Calendar shall be separately packed containing 20 pieces each.
7. The Sundays and other holidays should be printed in the Calendar in red colour. The restricted holidays should be printed in blue colour.
8. The rate should be inclusive of GST & all kinds of duties (if any) and commercial packaging, freight, forwarding, insurance, etc.
9. The Calendar shall be delivered at Bijulee Bhawan free of transportation cost.
10. Fabrication: TOP mounting by wire 'O' with aluminium hook.
11. Calendar shall reach us within 15 days from the date of issue of the work order.
12. Proof of similar work done earlier must be submitted.
13. After supply of all calendars, 90 % payment will be released within 15 days from the date of submission of bill and rest of 10 % shall be released after one month from the date of receipt of the Calendar if no defect/damage is noticed. Cost of defective/damaged Calendars shall be deducted proportionately.
14. In case of failure to supply all Calendars by the stipulated date, penalty @ 1 % on the accepted tender value for each day delay will be deducted from the bill.
15. The General Manager (HR), APGCL, Bijulee Bhawan, Guwahati-1 reserves the right to cancel or reject/accept any tender without assigning any reason thereof.
16. The General Manager (HR), APGCL, Bijulee Bhawan, Guwahati-1 also reserves the right to accept any quotation irrespective of the price bid and not bound to accept the lowest quotation.

SIGNATURE OF THE QUOTATIONER WITH SEAL

Utpal Gohain, GM (HR)

E-mail: gmhr@apgcl.com

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