



Dr Devendra Kumar Devesh
Regional Secretary

SPEED POST/ E-mail/Website

SAE.122/AXOM.S.S/

To, _____

साहित्य अकादेमी

क्षेत्रीय कार्यालय

4 डी. एल. खान रोड, कोलकाता 700 025

दूरभाष : (033) 24191683, 24191706

ई-मेल : rs.rok@sahitya-akademi.gov.in

वेबसाइट : http://www.sahitya-akademi.gov.in

Sahitya Akademi

(National Academy of Letters)

REGIONAL OFFICE

4 D. L. Khan Road, Kolkata 700 025

Phone : (033) 24191683, 24191706

E-mail : rs.rok@sahitya-akademi.gov.in

Website : http://www.sahitya-akademi.gov.in

4 January 2024

Sub : Quotation (unit cost) for Printing and Binding of Akademi Publications

Dear Madam/Sir,

Sahitya Akademi, an Autonomous Organization under the Ministry of Culture, Govt. of India, invites quotations on a unit cost basis from reputed printers, binders for printing of Akademi publications as per the following specifications:

SL No.	Description of items	Descriptions of books
01.	Title of the Book/Language	: Konhuwa (Assamese)
02.	Number of pages	: 68 PAGES
03.	Print run	: 3100 books
04.	Size	: 23"x36"/16 Demy Octavo (5.5 x8.5")
05.	Paper to be used for text printing	: 80 gsm white shade ((Either from the following Manufacturer Paper Mills: Andhra, Star, West Cost, ITC,Ballarpur or J.K)
06.	Paper to be used for cover printing	: Gloss Art Board, 250 GSM (Indian) C2S Gloss (Either from the following Manufacturer Paper Mills: Ballarpur or J.K)
07.	Lamination	: Matte
05.	Text pages	: Pdf file will be provided
06.	Cover Design	: Pdf file will be provided
07.	Binding	: PERFECT BINDING (without sewing)
08.	Price	: Rs. 110.00
09.	ISBN	: 978-93-91494-10-0
10.	DELIVERY PERIOD	: within 10 days from the date of print order

Unit cost in rupees per book as per following specifications:

01. **PAPER to be used**
a) For text: 80 GSM/S.S Maplitho (White Shade)
b) For cover: 250 GSM (Indian) C2S Gloss
02. **PRINTING** [3rd page bi-color in Gloria red & black and rest in black]
03. **BINDING:** Perfect without sewing (Lamination: Matte)
05. **UNIT cost per BOOK** (including GST and cartage for supplying books at (Guwahati) : Rs. _____
06. **TOTAL BILLING AMOUNT** (inclusive of all and must tally with the unit cost per book multiplied by the number of total books). : Rs. _____
07. **It is to be noted that there should be no hidden charges and no additional charges**

Sealed quotations to be sent to the Regional Secretary, Sahitya Akademi, Regional Office, 4 D.L.Khan Road, Kolkata 700025 on or before 11 January 2023.

The terms and conditions:

1. The rates quoted shall be valid for a period of one month. No advance payment will be made.
2. Quoted rates must be inclusive of all charges including TAX, Service Charges and Delivery Charges.
3. Bills (triplicate) for payment will only be accepted after the complete supply of books along with the receipt of challans (duly signed and stamped by the concerned authority) and a sample copy supplied at the desired destination as per the above-mentioned nomenclatures with certification on the printers' letterhead.
4. Documents to be submitted with quotation: Copy of cancelled cheque leaf/ PAN card/ Aadhar card/GST/VAT Nos and Undertaking with regard to blacklisting/Non-Debarment (format enclosed)

Thanking you,

Yours faithfully,

(DEVENDRA KUMAR DEVESH)

(For Uploading on Sahitya Akademi website)



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05.	Text pages	: Pdf file will be provided
06.	Cover Design	: Pdf file will be provided
07.	Binding	: PERFECT BINDING (without sewing)
08.	Price	: Rs. 140.00
09.	ISBN	: 978-93-88468-96-1
10.	DELIVERY PERIOD	: within 10 days from the date of print order

Unit cost in rupees per book as per following specifications:

- PAPER to be used**
a) For text: 80 GSM/S.S Maplitho (White Shade)
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(DEVENDRA KUMAR DEVESH)

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04.	Size	: 23"x36"/16 Demy Octavo (5.5 x8.5")
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05.	Text pages	: Pdf file will be provided
06.	Cover Design	: Pdf file will be provided
07.	Binding	: PERFECT BINDING (without sewing)
08.	Price	: Rs. 110.00
09.	ISBN	: 978-93-89195-35-4
10.	DELIVERY PERIOD	: within 10 days from the date of print order

Unit cost in rupees per book as per following specifications:

01. **PAPER to be used**
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Yours faithfully,

(DEVENDRA KUMAR DEVESH)

(For Uploading on Sahitya Akademi website)

FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To,
The Regional Secretary,
Sahitya Akademi Eastern Region,
4 D.L.Khan Road, Kolkata 700025

The undersigned, on behalf of this bidding party, is hereby declaring that that this party does

(a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of aforesaid reasons.

(b) (Including their affiliates or subsidiaries or Contractors/ subcontractors for any part of the contract):

i) Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its Tender Processes; and/ or

ii) Not be convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for:

- offences involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or
- offences under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or
- suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.

iii) Not have changed its name or created a new “Allied Firm”, consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above.

iv) Not have an association (as a bidder/ partner/ director/ employee in any capacity)

- of any retired Manager (of Gazetted Rank) or any retired Gazetted Officer of the Central or State Government or its Public Sector Undertakings if such a retired person has not completed the cooling-off period of one year after his retirement. However, this shall not apply if such managers/ officers have obtained a waiver of the cooling-off period from their erstwhile organisation.
- of the near relations of executives of Procuring Entity involved in this Tender Process

(c) Not have a conflict of interest, which substantially affects fair competition. The prices quoted should be competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt should be made to induce any other bidder to submit or not to submit an offer for restricting competition

Signature of bidder & Seal:

Date:

(On Company Letterhead)

To
The regional Secretary
Sahitya Akademi, Regional Office
4 D.L.Khan Road, Kolkata 700025

Sub : Submission of Quotation (unit cost) for Printing and Binding of Akademi Publications

Dear Sir,

In Response to your quotation no. dated, I/we submit our competitive rates for printing and supplying the books mentioned below as per the terms and conditions.

SL No.	Description of items	Descriptions of books
01.	Title of the Book/Language	: Konhuwa (Assamese)
02.	Number of pages	: 68 PAGES
03.	Print run	: 3100 books
04.	Size	: 23"x36"/16 Demy Octavo (5.5 x8.5")
05.	Paper to be used for text printing	: 80 gsm white shade ((Either from the following Manufacturer Paper Mills: Andhra, Star, West Cost, ITC,Ballarpur or J.K)
06.	Paper to be used for cover printing	: Gloss Art Board, 250 GSM (Indian) C2S Gloss (Either from the following Manufacturer Paper Mills: Ballarpur or J.K)
07.	Lamination	: Matte
05.	Text pages	: pdf file will be provided
06.	Cover Design	: pdf file will be provided
07.	Binding	: PERFECT BINDING (without sewing)
08.	Price	: Rs. 110.00
09.	ISBN	: 978-93-91494-10-0
10.	DELIVERY PERIOD	: within 10 days from the date of print order

Unit cost in rupees per book as per following specifications:

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06. **TOTAL BILLING AMOUNT** (inclusive of all and must tally with the unit cost per book multiplied by the number of total books). : Rs. _____
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I/we agree to the following terms and conditions:

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3. We will send the Bills (triplicate) for payment after the complete supply of books along with the receipt of challans (duly signed and stamped by the concerned authority) and a sample copy will be supplied at the desired destination as per the above-mentioned nomenclatures with certification on the printers' letterhead.

Thanking you,

Place.....Date.....Signature.....Seal of the Bidder.....

Enclosed:

1. Copy of cancelled cheque leaf/ PAN card/ Aadhar card/GST/VAT Nos
2. Undertaking with regard to blacklisting/Non-Debarment in the enclosed format

For downloading by the bidders for submission

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