

PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DOORDARSHAN KENDRA: GUWAHATI

No. DDK/GUW/51(5)/2015-16/ (G)/

Dated: 19/04/2017

NOTICE INVITING QUOTATION

Subject : Quotation for Identity Card & Still Photographs.

Sealed Quotations are hereby invited from the intending Registered Firms/Agencies having VAT Registration No. for Supply of Identity Card & Still Photographs, on the following Terms & Conditions. Quotationers should reach the undersigned on or before 11 am. of 08/05/2017.

1. The rate should be quoted in figure as well as in words.
2. The rate should be quoted in the enclosed format and submitted along with firm's letter in the letter Pad.
3. Quotationer have to indicate the Firm's Registration No. VAT Registration No. & PAN submitting Photocopies thereof.
4. Name and address of the Quotationer Firm should be mentioned clearly, indicating Lane, By lane, House No, Post Office, Pin Code etc and all required details.
5. The quotation will be opened in the office of the ADG(P), DDK, Guwahati at 3.00 pm on 08/05/2017, in presence of representatives of Quotationer Firm, if they desire so.
6. ADG(P), Doordarshan Kendra, Guwahati reserves the right to reject any or all the quotations without assigning any reason.
7. Quotation should remain open for acceptance for a period of 1 (one) month from the date of opening of the Quotation.
8. The envelope should be superscribed with Quotation for supply of Identity Card & Still Photographs.
9. Necessary Tax will be deducted from the bill at source as per existing rules of Govt.
10. Payment of the bill is subject to availability of fund.
11. Period of validity of the Quotation will be for 1 (One) year from the date of acceptance of the same.
12. Quotation forms may be obtained from Stationary Store, DDK, Guwahati during office hours.

Yours faithfully,

(N.L.Chand)
Sr,Administrative Officer
for Additional Director General(P)

Please note that :-

1. The payment will be made through Bank only. No advance payment will be made.
2. Details of Catalogue, price list of the firm should be enclosed, where applicable.
3. Free delivery at Doordarshan Kendra, R.G.B. Road, Guwahati-24, has to be made.
4. Sample of the items will be required to be presented as and when asked for.

Copy to :-

- 1) Website.
- 2) Notice Board, Doordarshan Kendra, Guwahati.
- 3) Notice Board, HPT/ Programme Production Centre, Guwahati.

for Additional Director General(P)

PRASAR BHARATI
(BROADCASTING CORPORATION OF INDIA)
DOORDARSHAN KENDRA : GUWAHATI

QUOTATION FOR PHOTO IDENTITY CARD & PHOTOGRAPHS

LAST DATE OF RECEIPT IN KENDRA: 08-05-2017

SL. NO	DESCRIPTION OF STORES.	NO/Qty.	RATE	Sale Tax & General etc. If any.	Ex – Stock delivery or Period of delivery from Dt. of order.	Remarks
1.	2.	3.	4.	5.	6.	7.
1.	Supply of Identity Card with taking Colour Photo Snaps, Printing of Card with detail information, YoYo Chain with DD logo.(Sample & Specification of ID Card may be obtain from Stationery Store, DDK, Guwahati.)	Each				
2.	<u>Outdoor Snap with Printing.</u> a) Passport Photo. b) Post Card size Photo. c) 4" x 6" size Photo. d) 5" x 7" size Photo.	Each				
3.	<u>Printing of Photographs.</u> a) Passport Photo. b) Postcard Size. c) 4" x 6" size photo. d) 5" x 7" size photo.	Each				

The country of manufacture and /or origin of the material used in the manufacture of the store should be indicated against each item in the remarks column.

1. Period of Validity of Tender :
2. Date of submission of Quotation

SIGNATURE
(with Seal)

Name of firm & Reg. No/Trade licence:
Full Address & PIN No.:
TIN/VAT No. :
PAN Card No. :