



WEST BENGAL BIODIVERSITY BOARD
(Department of Environment, Government of West Bengal)

No. **70** /II(Bio)-I/2006

Date : **08**/01/2019

NOTICE INVITING QUOTATION

The undersigned is directed to invite all the willing and bonafide printers to submit rate of printing of four colour Bengali leaflets for W.B.Biodiversity Board. The quotation is to be submitted in a sealed cover and to be dropped in the Tender Box kept at the office of the Board at following address within seven days from the date of issue of this notice. The sealed cover will be opened on **17/01/2019** at the chamber of Sr. Research Officer, W.B.Biodiversity Board. Following terms & conditions will be strictly followed.

Terms & conditions:

1	Item	Leaflet multicolor (4 colour both side)
2	Size	7 ½" x 10"
3	Quantity	20,000 nos.
4	Printing	Four colour offset with CTP printing
5	Paper	90 GSM Art Paper
6	Matter	Soft copy of the matter along with logo will be provided by the Board. Printer has to format the same as per convenience and the master CD to be submitted after delivery of ordered materials.
7	Delivery	Free Delivery at Prani Sampad Bhawan, 5 th floor, LB-II, Sec-III, Salt Lake City, Kolkata – 700106 on or before 24/01/2019
8	Consignee	Sr. Research Officer, West Bengal Biodiversity Board.
9	Payment	Payment will be made by A/c. Payee cheque on submission of the bill in duplicate along with receipted challan supported with satisfactory certificate duly issued by the Consignee.
10	Cancellation	Delivery will be made within the schedule time failing which the order will be treated as cancelled without further notification.

Quotation is to be submitted at W.B.Biodiversity Board, Prani Sampad Bhawan 5th floor, LB-2, Sec-III, Salt Lake City, Kolkata – 700 106.

Member Secretary
W. B. Biodiversity Board

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