



जीव विज्ञान संस्थान INSTITUTE OF LIFE SCIENCES

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)

No.I-157-AM/2017-18/ILS/ 1462

Date: 07.07.2017

Empanelment of Printers

To

M/s. _____

Dear Sir/Madam,

Institute of Life Sciences, Bhubaneswar, an autonomous Institute of Department of Biotechnology, Government of India invites applications from well established, resourceful and experienced Printers for designing / printing and supply of Vouchers, Forms, Registers, Envelopes, Visiting Cards, Files, Folders, In-house Magazines, Publicity Materials, Poster (3'x4') etc. and other official related documents. The interested Printers may see the above documents with quality at the Library of Institute of Life Sciences, Nalco Square, Chandrasekharapur, Bhubaneswar-751023 during office hours by 20.07.2017. The completed document in the attached format with all relevant supporting documents like Government Registration, Documents related to Tax, PAN, PRAN etc. should be enclosed and submitted by 21.07.2017 in a sealed envelope super scribing "Application for Empanelment of Printers".

On receipt of the documents, ILS will prepare an empanelment of Printers. The Institute reserves the right to accept or reject any or all the applications without assigning any reasons thereof and the decision of selection will be final. The empanelled Printers will only be informed by post. If information and details furnished by applicants are found to be false at any time in future or any information withheld, which comes to the notice of the Institute at a later date, the empanelment of such applicant will be cancelled immediately. Applications received after the due date and time are liable to be rejected.

Generally, all works of the Institute are awarded by calling competitive tenders / quotations from the empanelled Printers and in case of emergent works/ works of small magnitude, the Institute may opt to award / extract the work to / from any of the empanelled Printer depending on the exigencies, nature & magnitude of the work on nomination basis. Decision of the Institute regarding selection / rejection for empanelment will be final and binding and no further correspondence will be entertained.

Encl : As above.


Administrative Officer

**Quotations for Printing of different official documents/requirement at ILS, Nalco
Square, C.S. Pur, Bhubaneswar**

Sl. No.	Item	Description	Qty	Rate
1	Brochure	300 gsm Glossy paper 3 fold closed size 4x11 inch	200	
			1000	
2	News Letter	220 Gsm glossy paper	200	
			1000	
3	Visiting Cards	300 gsm Normal paper single side 300 gsm Normal paper both side	100	
			100	
4	Visiting Cards	280 gsm texture paper single side 280 gsm texture paper both side	100	
			100	
5	Letter Heads	85 gsm bond paper	1000	
			3000	
6	Letter Heads	100 gsm bond paper	1000	
			3000	
7	Poster	270 gsm Photo Glossy Paper	per sqft	
8	Poster	Sticky Paper	Per sqft	
9	Flex	Front Lit Flex	per sqft without frame	
			per sqft with frame	
10	Envelope	5x11 inch window 90 Gsm Maplitho Paper	1000	
			5000	
11	Envelope	9x12 inch window 90 Gsm Maplitho Paper	500	
			2000	
12	Envelope	10x12 inch window 90 Gsm Maplitho Paper	500	
			1000	
13	Envelope	14x10 inch laminated 90 Gsm Maplitho Paper	500	
			1000	
14	Note pad	1/8 Size Cover 220 gsm paper Multi colour print and inner 70 gsm paper 20 nos. without print thermal bind	100	
			500	
15	Note pad	1/8 Size Cover 220 gsm paper Multi colour print and inner 70 gsm 20 nos paper without print thermal bind	100	
			500	
16	Note pad	1/8 Size Cover 220 gsm paper Multi colour print and inner 70 gsm paper 20 nos. without print wiwo bind	100	
			500	
17	Note pad	1/8 Size Cover 220 gsm paper Multi colour print and inner 70 gsm 20 nos paper without print wiwo bind	100	
			500	