



**THE INSTITUTE OF COST ACCOUNTANTS OF INDIA**  
**(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)**  
**12, SUDDER STREET, KOLKATA – 700 016**

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**TENDER NOTICE**

Ref. No. : TC/Studies/07/2018

July 27, 2018

**Sub. : Printing with Materials of Digital Printed Student Identity Card- Both Sides- Colour Printing (complete set)**

Quotations are invited from reputed organizations having their own set up for **Printing with materials of Digital Printed Student Identity Card- Both Sides- Colour Printing**, as per following details –

**Specification:**

1. <b><u>Item-Student Identity Card</u></b> <b><i>(300 GSM Digital Art Board)</i></b>	5. <b><u>Colour</u></b> - Digital printed photo laminated four colours ribbon with jacket
2. <b><u>No. of Copies</u></b> – Minimum Qty.-10,000 Nos.(approx.)-lot rates Maximum Qty.-30,000 Nos.(lot rates)	6. <b><u>Delivery</u></b> - On stipulated date and place in Kolkata (ICAI, CMA Bhawan, 12,Sudder Street, Kolkata-700016)
3. <b><u>Size</u></b> – 88mm x 54mm	7. <b><u>Finishing</u></b> – Complete Set -Digital Student Identity Card
4. <b><u>Scope of Work</u></b> – <b><i>300 GSM Digital Art Board.</i></b> <b><i>Back to back digital printed</i></b> <b><i>Photo Laminated</i></b> <b><i>Size - 88mm x 54mm.</i></b> <b><i>Four colours ribbon with jacket (printed with Institute's name and logo),</i></b> <b><i>As per sample (Data Provided by IT Dept. through DOS)</i></b>	8. <b><u>Materials (to be supplied by the Printer)</u></b> <ul style="list-style-type: none"><li>• 300 GSM Digital Art Board</li><li>• Back to back digital printed</li><li>• Photo Laminated</li><li>• Size- 88mm x 54mm</li><li>• Four colours ribbon with jacket printed with Institute's name and logo)</li><li>• <b>Contract period- Two years</b></li></ul>

Sample of above items is available with Shri C.Latu, Asstt. Director /Shri Prabir Kr. Nandi, Asstt. Director, Directorate of Studies for physical verification during Office Hours (10.00 am. to 6.00 p.m.) on any Working Day (Monday – Friday). Tenderers are requested to quote **their rates only after physical verification of the items.**

Quotations along with sample of materials of student identity card (complete set) in the business letter head of the Tenderers, containing signature, date and stamp, and within Sealed Envelopes, super-scribed with – **“QUOTATION FOR DIGITAL PRINTED STUDENT IDENTITY CARD – BOTH SIDES- COLOUR PRINTING” are to be submitted in the “Tender Box” of the Institute at CMA Bhawan, 12, Sudder Street, Kolkata – 700 016 on or before 17<sup>th</sup> August, 2018 (upto 4.00 p.m.).**

Rate is to be submitted only as per following Format, otherwise it may not be considered.

Item	Rate/Student Identity Card (lot rates) (inclusive of all Taxes & Delivery Charges)	
	<u>Quantity</u>	<u>Rate per Identity Card</u> <u>(Rs.)</u>
Digital Printed Student Identity Card-Both Sides- Colour Printing (as per sample)	1 to 10000	
	10001 to 15000	
	15001 to 20000	
	20001 to 25000	
	25001 to 30000	

The Institute is not bound to accept the lowest tender and reserves the right to cancel any or all the Tenders without assigning any reason thereof.

**CONVENER**  
**TENDER COMMITTEE**  
**(FROM Rs. 2.5 Lakhs to Rs. 25 Lakhs)**