

GOVERNMENT OF ASSAM  
DIRECTORATE OF INFORMATION AND PUBLIC RELATIONS  
ASSAM, DISPUR, GUWAHATI-6

No. AA(S).6/2019/ 163

Dated Dispur the 18<sup>th</sup> November, 2021

SHORT NOTICE INVITING TENDER

Sealed tender on plain papers affixing non-refundable court fee stamp of **Rs. 8.25** (Rupees Eight and Twenty Five Paise) only in two Bid system are invited from the experienced production firm for designing and printing of multi-coloured Plastic Identity Card (Size - 8.5 cm X 5.4 cm) for the Directorate of Information and Public Relations, Assam, Dispur, Guwahati-781006.

Intending bidder(s) may collect Tender Paper / Documents on payment of non-refundable **Rs. 500/-** (Rupees Five Hundred) only by DD in favour of DIPR, Assam along with written application in letter head with seal & signature of the concern reputed firm on any working day during office hours upto **4 pm of 26<sup>th</sup> November, 2021**. Tender Papers / Documents are non-transferable.

The tender must reach the undersigned up to **1.00 PM on 29<sup>th</sup> November, 2021**. Tender received thereafter will not be accepted and the undersigned shall not be responsible for any delay in submission of tender. All tenders received after the due date & time shall be returned to the respective bidder without opening the same. Intending bidder(s) shall submit tenders into the Tender Box kept in the office of DIPR, Assam, Dispur.

The Tender Box will be opened on the same day or on subsequent working day if it falls on Govt. holiday at **2 P.M.** in presence of bidders or their authorized representative present at that time only for **Technical Bids**. The opening date & time of the **financial bids** will be intimated later on to the technically qualified bidder(s).

The tenderer must submit tender in **two bid system** i.e. **Technical Bid and Financial Bid**. Both the Technical Bid and Financial Bid will have to be submitted separately in two sealed cover super-scribed as "**Technical Bid**" and "**Financial Bid**". Both the Bid should be put again in another sealed envelope super-scribed as "**Designing and Printing of Multi-coloured Plastic Identity Card (size - 8.5 cm X 5.4 cm)**" on the top of the envelope. The **name, address with telephone or mobile number** of the Tenderer should also be written legibly in all three sealed envelope.

  
Director

Information & Public Relations  
Assam, Dispur, Guwahati-6

Dated Dispur the 18<sup>th</sup> November, 2021

Memo No. AA(S).6/2019/163-A

Copy to:

1. The Deputy Commissioner, Kamrup Metropolitan, with a request for publicity through the office notice board
2. B.O. (Social Media) for uploading in the official website of DIPR, Assam.
3. Notice Board, DIPR, Assam.

  
Director

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