

# GOA STATE POLLUTION CONTROL BOARD

## गोंय राज्य प्रदूषण नियंत्रण मंडळ

(An ISO 9001-2015, ISO 14001:2015, ISO 45001:2018 Certified Board)

Phone Nos. : 0832-2407700  
2407701, 2407702  
2407703



Tel/Fax No. : 0832-2407700

Email ids:

Chairman, GSPCB: chairman-gspcb.goa@nic.in  
Member Secretary GSPCB: ms-gspcb.goa@nic.in  
Office: mail.gspcb@gov.in

No. 1/44/11-PCB/Vol.VIII/Admn/ 18737

05/01/2023

Sub:- Quotation for Printing and Supply of Office Letter Heads

Sir,

Sealed quotations are hereby invited for printing and supply of office letter heads as per the description given below and specimen enclosed herewith. The amount should be quoted in lumpsum (i.e. including printing, delivery all the charges and taxes). The Board reserves the right to accept or reject anyone or all the quotations without giving any reason.

1.	200 books x 100 pages	(A4 Size Executive Bond Paper) matter to be printed in turquoise blue colour.	Office Letter heads books
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Your quotation should reach this office on or before **17/01/2023**

Proof of the Printing material should be delivered to this office within 5 days from the date of receipt of supply order issued and subsequent approval for final printing.

Yours faithfully,

  
( Shri Sanjeev Joglekar )  
Member Secretary I/c

Encl : 1) Specimen of letter head.  
2) Terms and Conditions.

To,

1.	M/s. Sahyadri Offset Systems, near Vijaynagar Colony, Opp Petrol Pump ,Mollar, Corlim Ilhas-Goa-4031
2.	M/s B.K. Graphics, Atmaram Borkar Road, Panaji Goa
3.	M/s Sumeeta Graphics , C-1, Gauri Co-op Hsg. Sty., Tivrem Marcela Goa.
4.	M/s Lokmanya Process,Opp . Milroc woods, Corlim Tiswadi Goa.
5.	Board's Website
6.	Office Copy.
7.	Guard file.

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Office: [mail.gspcb@gov.in](mailto:mail.gspcb@gov.in)

## TERMS AND CONDITIONS OF THE QUOTATION / TENDER

1.	The quotation should be submitted in sealed envelopes superscribed as” <b>Quotation for Printing and Supply of Office Letter Heads Books</b> ” and will be accepted on behalf of the Member Secretary, Goa State Pollution Control Board.
2.	Quotation should be filled in ink or typed. The rates filled in pencil shall not be considered. The bidder / agency shall sign the Quotation form at each page and at the end in token of acceptance of all the terms and conditions of the Quotation.
3.	The rate shall be written in words and figures clearly. Corrections if any, should be duly attested by the bidder with date.
4.	The rates quoted should be inclusive of all i.e transport, loading, unloading service tax etc.
5.	The rate quoted by the agency should be valid for a period of <b>One Year</b> from the date of submission of quote.
6.	The quotes which are conditional will not be accepted.
7.	Goa State Pollution Control Board will not assume any responsibility for loss, fire, damages thefts etc. of any materials / equipment etc. during the transfer of goods.
8.	Attested copy of these terms and conditions duly signed by the agency shall be submitted alongwith the bid in confirmation of compliance.
9.	Over-writing and corrections are not accepted in the quote. However, if found unavoidable such over-writing / corrections should be properly attested.
10.	The bidder should carefully examine the specifications, work etc. In case of any doubt, the same may be confirmed from undersigned personally without any delay.
11.	The contractor shall not assign or sublet the contract or any part of contract or to any other agencies.
12.	The Income tax / Sales Tax will be deducted at source as per standard practice. Income tax / Sales Tax liability if any arising in future on account of the said contract will be recovered from the Supplier or / bidder.
13.	A copy of the Income Tax / Sales tax permanent Account number / Registration number, Service no. should be enclosed.
14.	Any other condition imposed by bidder will not be considered and the conditional Quotation will not be accepted.
15.	In case of any dispute arising out of the contract with regard to interpretation meaning or the terms and conditions, the place of jurisdiction shall be Panaji Goa, and the decision of the Member Secretary/ Chairman, Goa State Pollution Control Board shall be final and binding.
16.	If agency fails to fulfill the contractual obligation, the work will be got done by the department at the risk cost of the bidder.
17.	Member Secretary, Goa State Pollution Control Board, Saligao Goa reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
18.	Goa State Pollution Control Board is an ISO certified Board.
19.	The place of jurisdiction shall be Saligao Goa.

Place:

Date:

Name and Signature with seal of Agency