

National Green Tribunal
LIMITED TENDER ENQUIRY For
Printing of NGT Calendars, Diaries, Greeting Cards

No. NGT (PB) /379/GA/ 2014

DATE: 09/11//2015

National Green Tribunal intends to procure NGT Calendars, Diaries, Greeting Cards, Principal Bench, New Delhi. Accordingly Sealed tenders are invited to print NGT Calendars, Diaries, Greeting Cards from Empanelled Firms with the following details, addressing "The Registrar General" National Green Tribunal, (Principal Bench) Faridkot House, Copernicus Marg, New Delhi-110001.

1. Nature of work: Printing of NGT Calendars, Diaries, Greeting Cards

2. Quantity (Approx.):

a) Desk Calendars (Spiral) –	100 nos.
b) Table Calendar (A4 size) -	500 nos.
c) Pocket Calendars	- 1000 nos.
d) Wall Calendars	- 100 nos.
e) Executive Diaries	- 50 nos.
f) Ordinary Diaries	- 100 nos.
g) Greetings Cards	- 3000 nos.

3. Specification: All Empanelled Vendors are invited to NGT, PB, New Delhi to collect the specification.

3. Last Date of submitting Tender: 18th November, 2015 up to 3:00 PM

5. Amount of E.M.D: Rs. 7,500/- (seven thousand five hundred only, refundable (interest free))

Mode of EMD and Tender fee: Tenderers should make separate D.D. for each "Tender fee" and "EMD" in favour of "The Registrar General" National Green Tribunal payable at New Delhi and send it with the duly filled up Tender / Quotation and all supporting documents.

6. You are requested to submit the quotation mentioning rate and amount as per quantity inclusive of Taxes with no additional charges. The delivery should be made within a week from the date of placement of order.

7. Important Note for the Bidder: Tenders should be submitted in a sealed envelope and duly super scribed envelop with name of the equipment and due date as mentioned should be send at "The Registrar General"
National Green Tribunal, (Principal Bench)
Faridkot House, Copernicus Marg,
New Delhi-110001.

8. The tender will be opened at the chamber of the Chairman of Tender Committee in presence of all those who wish to be present on the occasion on 18th November 2015 on 4 PM.

Please Note that the tender document is subjected to verification with the original tender document, and if any discrepancy is found, the tender would be rejected. The Tender / quotation received after due date shall be summarily rejected. The Tribunal reserves the right to reject any or all tenders/ Quotation, without assigning any reason thereof.

(Chandra Kumar Gupta),
Registrar General, NGT, PB, New Delhi.