

Notice Inviting Quotation No –NSTIAM/Director/04/2026-27 dated 11/06/2026

It is being informed to all concerned agencies that this office requires maximum upto **650 numbers of Certificate Holder (Made with handmade recycled paper) including designing and printing**, followed by delivery of the said items to this Institute, which shall be distributed as a part of training material, to the trainees who will participate in the training program conducted by this Institute for the F.Y 2026-27.

The specification of **Certificate Holder** is given below:

Certificate Holder (Made with handmade recycled paper) Size 10.5" X 14", two full body pocket with transparent plastic sheet, including printing.

Order shall be given in advance to the selected agency for delivering the said item "as and when needed" basis as well as training basis. Materials shall have to be delivered with-in 10 working days after placing the order.

A maximum amount of **Rs.55/- (fifty five only) per piece of such printed Certificate Holder including all taxes with delivery at the Institute** shall be considered.

In light of the above, all interested agencies are requested to submit their sealed quotation in their official letterhead as per the prescribed format "Annex- A", which may be collected from the Accounts Section of the Institute during all working days from 11:00 AM to 4:00 PM by depositing a non refundable NIQ fees of Rs. 200/- (Rupees two hundred only) through Cash/Demand Draft in favour of "WBSMB-NSTIAM", payable at Baidyabati from 17/06/2026 to 23/06/2026.

Last Date of submission of the Quotation at **1:00 PM of 24/06/2026** in the locked 'Tender Box' kept in the said office address.

Opening of the quotation shall be done on **24-06-2026 at 03:00 P.M.**

Any modification in the content of the 'Annex- A' shall invite cancellation of the candidature of the Agency. The submitted quotation shall be unconditional.

Interested agencies may visit to the Institute in all working days from 11:00 AM to 4:00 PM to see the sample of the item.

The undersigned reserves all right to accept or reject any/all quotation without assigning any reason whatsoever.


Director, NSITAM