

INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE
Deemed to be University
2A & B, RAJA S.C.MULLICK ROAD JADAVPUR, KOLKATA -700032
LIMITED TENDER NOTICE NO.: IACS/AR/2025-26/385, Dated May 11, 2026

Sealed quotations in two bid system are invited from bonafide and experienced Printing Houses for designing, composing, printing and binding of Annual Report of Indian Association for the Cultivation of Science for the year 2025-26 in the following format for quoting in Table-1 (Description of Work). The tender should contain technical details of the printing papers quality etc and conditions against "Description of Work" (Technical Bid) and Price Bid should indicate price accordingly. The Technical Bid and Price bid are to be submitted in separately sealed envelopes and both should be put inside another envelope and sealed and superscribed with tender notice no. and due date. The bidders should submit bids duly signed in their own letterheads.

The Complete tender bids should reach the office of the Registrar (Dispatch Section), Indian Association for the Cultivation of Science, 2A & B Raja S. C. Mullick Road, Jadavpur, Kolkata-700032 on or before scheduled date & time specified below.

Tender Notice No.	IACS/AR/2025-26/385 , Dt. 11/05/2026
Last date and time of submitting tender	2 nd June, 2026, upto 2.00pm
Date and time of opening tender (Tech. Bid)	2 nd June, 2026 at 3.00pm
Date and time of opening tender (Price Bid)	5 th June, 2026 at 3.00pm
Place of opening tender	Sadhan Bose Hall, Centenary Building 1 st Floor

The technical bids will be opened first to evaluate the specifications of printing materials. Thereafter, the Price bids of only technically qualified bidder will be opened.

Opening of price-bid: The Price Bids of the bidders qualifying the technical bid will only be opened on 5th June, 2026. The rest of the bids will be rejected.

FORMAT FOR QUOTING

Sl. No.	Table – I : Description of Work
	COMPOSING, DESIGNING, COLOR PRINTING OF ANNUAL REPORT
01.	Paper : Inside Pages : 110 GSM Imported Mat Art Paper (Extreme white)
02.	Cover Page : 300 GSM Imported Art Board with online coating and UV with design
03.	Printing : All pages and covers in 4 colors with design
04.	Hindi Translation (Google Translation not permitted)
05.	Quantity : 50 copies in English and 30 copies in Hindi (Total 80 copies)
06.	Book Size : A4 (Demy Size)
07.	Pages : 250 Pages (Approx)
08.	Binding : Perfect binding with center sewing
09.	Delivery : Free delivery at the Association premises within 15 days from the date of receipt of the materials
10.	Make a soft copy of the final Annual Report for web page upload as flip-page

Tenderers may inspect the annual report of the previous year before submission of quotation. Smt. Sohinee Motilal & Smt. Rimi Chakraborty, Central Secretariat & CCRES Unit may be contacted for further information, if any.

Terms & Conditions :

1. Quotations (with GST No. along with item HSN code) may be submitted to the Registrar on or before **2nd June, 2026, (Upto 2.00 pm.)** which will be opened at **3.00 pm on the same day at Sadhan Bose Hall, Centenary Bldg, 1st Floor.**
2. Incomplete quotations as well as quotations received after the stipulated time will be summarily rejected.
3. Tenderers should submit their past experience regarding printing of Annual Report/Scientific Journals of any Scientific Institute like DST/IITs/IIMs/NITs/CSIR. Please attach sample pages along with the quotation. [Note : Minimum 10 such documentary proofs of work orders and 5 sample copies of annual report/scientific journal/books etc (Both English and Hindi version) must be submitted along with the bid.
4. Rate should be mentioned per page basis.
5. Rate of Cover page should be mentioned separately.
6. The bid submitted by the vendors should be in accordance with the description provided in Table 1 (description of the work). In case it fails to comply with the above description, the bid will be rejected.
7. No Google translation is allowed for Hindi Book.

BID SECURITY:

1. The financial bid should be superscribed as "PRICE BID" on the outer cover of the envelope
2. Bid Security (EMD): An Account Payee Demand Draft of Rs. 10,000/- in the name of "Indian Association for the Cultivation of Science", payable at Kolkata is to be furnished by the bidders, as Bid Security money or Earnest Money Deposit (EMD).
3. The Demand Draft for the Bid-Security money should have at least 90 (ninety) days validity period after the opening of the Bids.
4. In case of non-award of the work, Bid Security money would be returned to the unsuccessful Bidders.

Validity of tender:

Tender submitted shall remain valid at least for three months from the date of opening the tender. Validity beyond three months from the date of opening of the tender shall be by mutual consent. The rate should be inclusive of all taxes, transportation etc. Nothing extra will be paid in addition to the quoted rate. GST must be mentioned separately.

Payment : 100% on submission of Invoice after delivery of the final product (Annual Report).

Acceptance of Tender : IACS authority does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason thereof.

Proposed delivery schedule should be mentioned clearly.

In case of delayed delivery, liquidated damages will be deducted as per rules.

For any clarification regarding technical specifications etc. please send your queries to annualreport@iacs.res.in

The Institute reserves the right to reject any or all of the tenders received without assigning any reason thereof.

In case of any dispute, the decision of IACS authority shall be final and binding on the bidders.

Sarbani Saha
Registrar