



GOVERNMENT OF MIZORAM

DIRECTORATE OF INFORMATION & PUBLIC RELATIONS

MIZORAM: AIZAWL, Treasury Square, AIZAWL-796001

Fax: 0389-2323192, EPABX: 0389-2323191 E-mail: diprmizoram@gmail.com Website: dipr.mizoram.gov.in



No. F.14019/2/2025-DTE.IPR

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Dated Aizawl, the 19th May, 2025

TENDER NOTICE

Sealed Tenders from registered printing firms/agencies are hereby invited by the undersigned on behalf of the Governor of Mizoram for printing of Mizoram State Wall Calendar 2026 and Mizoram State Diary (Big & Small). The tenders will be received by the Director, Information & Public Relations upto **1:00 P.M on 07.07.2025 (Monday)** and will be opened at **3:00 P.M** on the **same day** in the Office Chamber of Director, Information & Public Relations, Mizoram, Aizawl.

Interested parties may obtain details from the undersigned during Office hour. Details will also be uploaded on the Department's Website: dipr.mizoram.gov.in

TERMS & CONDITIONS

1. The Tender should be addressed to the Director of Information & Public Relations, Government of Mizoram, Aizawl by designation only. **"Tender for printing of Multi Coloured Wall Calendar, 2026"/ "Tender for printing of Mizoram State Diary, 2026"** should be clearly written on the sealed cover containing the tender.
2. The Tender should be accompanied by **Earnest Money** amounting to 2(two) percent of the estimated value of the total printing cost in the form of Account Payee Demand Draft/ Fixed Deposit Receipt/ Banker's Cheque or Bank Guarantee from any of the Commercial Banks which should remain valid for at least 6 months duly pledged in favor of Director, Information & Public Relations, Mizoram. Earnest Money amount of the selected Tenderer will be retained till the satisfactory completion of the delivery of the full quantity ordered.
3. Rate should be quoted for per piece in terms of Indian Rupee.
4. Rate should be inclusive of all taxes, artwork, designing, packing and transportation F.O.R Destination i.e **Directorate of Information & Public Relations, Treasury Square, Aizawl, Mizoram** (bulk by special Truck) and to Mizoram Houses of New Delhi, Kolkata, Mumbai, Guwahati, Shillong, Silchar, Vellore and Bengaluru.

5. Materials should be delivered within 45 days from the issue of work order. Failure to deliver within this time period may invite a penalty of Rs. 5,000 (Rupees five thousand) per day.
6. Tenders should be submitted in the prescribed form only.
7. Tender should be accompanied by : -
 - a) Attested copy of valid licence/registration for printing.
 - b) Specimen of similar works done by the Tendering Firm with statement of work experience/profile indicating details thereof along with testimonials and certificates for such works.
 - c) A photocopy of GST Registration Certificate duly attested by a Gazetted Officer.
 - d) Experience of successfully designing, printing and delivery of State Government Wall Calendars/Diaries should be clearly mentioned along with specimen, certificates and testimonials.
8. In case of tenders for printing of Calendar, tenders without design in full format, Theme (suggested subject-matter) of the Calendar with explanatory write-up and paper sample will be summarily rejected.
9. Before the final printing, a proof copy in final form has to be shown to the Director of Information & Public Relations, Government of Mizoram, Aizawl for obtaining approval.
10. Articles meant for delivery should be properly packed so as to avoid damage during transit. If any damage/shortage are detected during actual counting of the articles received, the cost of such damage/shortage will be adjusted against the final bill.
11. Request for enhancement of rates during the contract period shall not be considered under any circumstances.
12. The Director of Information & Public Relations, Government of Mizoram is not bound to accept the lowest tender and reserves the right to accept or reject any or all tender without assigning any reasons thereof.
13. The Tenderer must submit the cash receipt of Rs. 200/- in original issued by the Directorate towards cost of Tender Details along with their Tender, in absence of which the Tender will be summarily rejected.
14. Firms or individuals who attempt to negotiate/campaign, direct or indirect, on the part of tender with the authority to whom he has submitted the Tender or the authority who is competent to accept, shall be excluded from consideration, if proved.

15. In case of any legal disputes/ litigations arising out of this Tender Notice or its terms, the Courts of Law at Aizawl only shall have jurisdiction to adjudicate the same.

Sd/-C. LALNUNKIMA
Director,
Information & Public Relations
Government of Mizoram

Memo No.F.14027/1/2020-IPR

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Dated Aizawl, the 19th May, 2025

Copy to:

1. P.S to Minister, Information, Public Relations, Printing & Stationery for kind information.
2. P.S to Secretary to the Government of Mizoram, Information, Public Relations, Printing & Stationery for kind information.
3. P.A to Director, Information & Public Relations.
4. Guard File.



(C. LALNUNKIMA)
Director,
Information & Public Relations
Government of Mizoram