

NOTICE INVITING TENDER (NIT)

Printing of Single Sheet Wall Calendar – 2026

Sealed quotations are invited from reputed, experienced, and eligible printing agencies/firms for the printing of Single Sheet Wall Calendar – 2026 as per the specifications given below.

Printing and supply of Single Sheet Wall Calendars as per approved design and specifications.

Specifications

Type:

- Single sheet wall calendar to be printed in four process colours, carrying date pad of 12 months, text, logo, etc., against white/colour background.

Binding & Finishing:

- Double tin-rimmed with good quality thick matching colour tin strip at top and bottom.
- A standard hanging device/tape of approximately 1.5 inches length shall be fixed at the top centre.

Lamination:

- Gloss thermal lamination on the front side of the calendar.

Size:

- 19 inches × 29 inches (approximate finished size).

Printing:

- Four process colours on one side only.

Paper Quality:

- 170 GSM full gloss Bilt Royal / JK or equivalent quality white Indian Art paper.

Quantity:

- 1,00,000 (One Lakh) copies.

Other Terms & Conditions

- The work shall be executed strictly as per the approved specifications and within the stipulated time period.
- Sample proof shall be submitted and approved before bulk printing.
- The department reserves the right to accept or reject any or all quotations without assigning any reason.
- Quotation should include all costs, including printing, binding, packing, and delivery.
- Applicable GFRs and procurement guidelines shall be followed.

Submission of Quotation

Interested agencies/firms may submit their quotations within **04:00 PM of 8th January, 2026** to **rob.guwahati@gmail.com**.



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