



GOVERNMENT OF ASSAM  
OFFICE OF THE DISTRICT COMMISSIONER ..... BARPETA.  
(Census Branch)

Address :  
Ward No-5, P.O- Barpeta, P.S- Barpeta  
Pin-781301

Contact details :  
Ph No-03665-252129  
Email-dc-barpeta@nic.in

No. BDD/130/2026/Census2027/Printing/8 – 11

Date:- 09/06/2026

**NOTICE INVITING QUOTATION**

Sealed quotations affixing court fee stamp of Rs. 8.25 (Rupees Eight and Twenty-Five paisa) only are invited from intending firms/ agency registered with Printing and Stationary department, Govt. of Assam for printing and supplying in connection with conduct of Census-2027, under following terms and conditions. The quotations will be received upto **3.00 PM of 15/06/2026** and will be opened on the same working day in the District Commissioner's Office, Barpeta in presence of the quotioner or their representatives. Quotations will have to be deposited at the tender box kept at District Commissioner's Office, Barpeta, during office hours on working days.

The tenderer should quote rate as per format shown below:

| Sl No | Items  | Unit/Per        |
|-------|--|-----------------|
| 1.    | Black & White printing on papers A4 75 GSM (Single side) | Per 100 copies  |
| 2.    | Black & White printing on papers A4 75 GSM (Single side) | Per 500 copies  |
| 3.    | Black & White printing on papers A4 75 GSM (Single side) | Per 1000 copies |
| 4.    | Black & White printing on papers A4 75 GSM (Both side)   | Per 100 copies  |
| 5.    | Black & White printing on papers A4 75 GSM (Both side)   | Per 500 copies  |
| 6.    | Black & White printing on papers A4 75 GSM (Both side)   | Per 1000 copies |
| 7.    | Black & White printing on papers FS 75 GSM (Single side) | Per 100 copies  |
| 8.    | Black & White printing on papers FS 75 GSM (Single side) | Per 500 copies  |
| 9.    | Black & White printing on papers FS 75 GSM (Single side) | Per 1000 copies |
| 10.   | Black & White printing on papers FS 75 GSM (Both side)   | Per 100 copies  |
| 11.   | Black & White printing on papers FS 75 GSM (Both side)   | Per 500 copies  |
| 12.   | Black & White printing on papers FS 75 GSM (Both side)   | Per 1000 copies |
| 13.   | Black & White printing on papers A3 90 GSM (Single side) | Per 100 copies  |
| 14.   | Black & White printing on papers A3 90 GSM (Single side) | Per 500 copies  |
| 15.   | Black & White printing on papers A3 90 GSM (Single side) | Per 1000 copies |
| 16.   | Black & White printing on papers A3 90 GSM (Both side)   | Per 100 copies  |
| 17.   | Black & White printing on papers A3 90 GSM (Both side)   | Per 500 copies  |
| 18.   | Black & White printing on papers A3 90 GSM (Both side)   | Per 1000 copies |
| 19.   | Colour printing on papers A4 75 GSM (Single side)        | Per 100 copies  |
| 20.   | Colour printing on papers A4 75 GSM (Single side)        | Per 500 copies  |
| 21.   | Colour printing on papers A4 75 GSM (Single side)        | Per 1000 copies |
| 22.   | Colour printing on papers A4 75 GSM (Both side)          | Per 100 copies  |
| 23.   | Colour printing on papers A4 75 GSM (Both side)          | Per 500 copies  |
| 24.   | Colour printing on papers A4 75 GSM (Both side)          | Per 1000 copies |
| 25.   | Colour printing on papers FS 75 GSM (Single side)        | Per 100 copies  |
| 26.   | Colour printing on papers FS 75 GSM (Single side)        | Per 500 copies  |
| 27.   | Colour printing on papers FS 75 GSM (Single side)        | Per 1000 copies |
| 28.   | Colour printing on papers FS 75 GSM (Both side)          | Per 100 copies  |
| 29.   | Colour printing on papers FS 75 GSM (Both side)          | Per 500 copies  |
| 30.   | Colour printing on papers FS 75 GSM (Both side)          | Per 1000 copies |
| 31.   | Colour printing on papers A3 90 GSM (Single side)        | Per 100 copies  |
| 32.   | Colour printing on papers A3 90 GSM (Single side)        | Per 500 copies  |

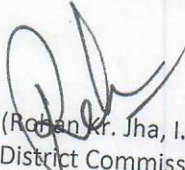
|     |  |                 |
|-----|--|-----------------|
| 33. | Colour printing on papers A3 90 GSM (Single side)  | Per 1000 copies |
| 34. | Colour printing on papers A3 90 GSM (Both side)  | Per 100 copies  |
| 35. | Colour printing on papers A3 90 GSM (Both side)  | Per 500 copies  |
| 36. | Colour printing on papers A3 90 GSM (Both side)  | Per 1000 copies |
| 37. | Play Card (Multi colour) A3 250 GSM  | Per 100 copies  |
| 38. | Flex Banner (Regular quality)  | Per Sq. ft.     |
| 39. | Flex Banner (Star quality)   | Per Sq. ft.     |
| 40. | Cut out standee  | Per Sq. ft.     |
| 41. | Identity Card in Size: A2 (106 X 82 MM), 280 GSM, Colour, with transparent plastic cover | Per no.         |
| 42. | Identity Card in Size: B3 (126 x 95 mm), 280 GSM, Colour, with transparent plastic cover | Per no.         |
| 43. | Printed Lanyard for ID Card - 12 mm  | Per no.         |
| 44. | Printed Lanyard for ID Card - 16 mm  | Per no.         |
| 45. | Black & White Poster in A1 size, 100 GSM   | Per no.         |
| 46. | Coloured Poster in A1 size, 100 GSM  | Per no.         |
| 47. | Black & White Poster in A2 size, 100 GSM   | Per no.         |
| 48. | Coloured Poster in A2 size, 100 GSM  | Per no.         |
| 49. | Black & White Poster in A3 size, 90 GSM  | Per no.         |
| 50. | Coloured Poster in A3 size, 90 GSM   | Per no.         |
| 51. | D.F.C Size One side printing Black & White   | Per 100 copies  |
| 52. | D.F.C Size One side printing Coloured  | Per 100 copies  |
| 53. | D.F.C Size both side printing Black & White  | Per 100 copies  |
| 54. | D.F.C Size both side printing Coloured   | Per 100 copies  |
| 55. | F.C full size four side printing Black & White   | Per 100 copies  |
| 56. | F.C full size four side printing Coloured  | Per 100 copies  |
| 57. | F.C full three four side printing Black & White  | Per 100 copies  |
| 58. | F.C full three four side printing Coloured   | Per 100 copies  |
| 59. | F.C full size both side printing Black & White   | Per 100 copies  |
| 60. | F.C full size both side printing Coloured  | Per 100 copies  |
| 61. | F.C full size one side printing Black & White  | Per 100 copies  |
| 62. | F.C full size one side printing Coloured   | Per 100 copies  |
| 63. | 3/4 F.C size one side printing Black & White   | Per 100 copies  |
| 64. | 3/4 F.C size one side printing Coloured  | Per 100 copies  |
| 65. | 3/4 F.C size both side printing Black & White  | Per 100 copies  |
| 66. | 3/4 F.C size both side printing Coloured   | Per 100 copies  |
| 67. | 1/2 F.C size one side printing Black & White   | Per 100 copies  |
| 68. | 1/2 F.C size one side printing Coloured  | Per 100 copies  |
| 69. | 1/2 F.C size both side printing Black & White  | Per 100 copies  |
| 70. | 1/2 F.C size both side printing Coloured   | Per 100 copies  |
| 71. | 1/4 F.C size one side printing Black & White   | Per 100 copies  |
| 72. | 1/4 F.C size one side printing Coloured  | Per 100 copies  |
| 73. | 1/4 F.C size both side printing Black & White  | Per 100 copies  |
| 74. | 1/4 F.C size both side printing Coloured   | Per 100 copies  |
| 75. | Envelope 15"x20"   | Per 100 nos.    |
| 76. | Envelope 13"x16"   | Per 100 nos.    |
| 77. | Envelope 14"x8"  | Per 100 nos.    |
| 78. | Envelope 10"x5"  | Per 100 nos.    |
| 79. | Envelope 28"x13"   | Per 100 nos.    |
| 80. | Envelope 30"x15"   | Per 100 nos.    |
| 81. | Envelope 42"x32"   | Per 100 nos.    |

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|------|--|----------------------|
| 82.  | Vehicle Hiring Book with bunched and stitched and machine numbered containing 100 pages (Original+Duplicate) | Per Book (100 Pages) |
| 83.  | Log Book with Printing staple with binding 1/4 demay both side printing                                      | Per Book.            |
| 84.  | Alpin  | Per Pkt.             |
| 85.  | Art Paper  | Per No.              |
| 86.  | Blade  | Per Pkt.             |
| 87.  | Board Marker   | Per No.              |
| 88.  | Brush  | Per No.              |
| 89.  | Calculator   | Per No.              |
| 90.  | Carbon Paper   | Per No.              |
| 91.  | Chalk Pencil   | Per pkt              |
| 92.  | Correction pen   | Per box              |
| 93.  | Cello Tape (Small)   | Per No.              |
| 94.  | Cello Tape (Big)   | Per No.              |
| 95.  | Cutter   | Per No.              |
| 96.  | Clip (Hanging)   | Per No.              |
| 97.  | Duster   | Per pkt.             |
| 98.  | Eraser   | Per No.              |
| 99.  | Extension Board  | Per no.              |
| 100. | Flat File  | Per no.              |
| 101. | File (Board and Cover)   | Per no.              |
| 102. | Gum  | Per no.              |
| 103. | Glue Stick   | Per no.              |
| 104. | Gamosa (Asomiya)   | Per no.              |
| 105. | Highlighter  | Per no.              |
| 106. | Index File   | Per no.              |
| 107. | Knife  | Per no.              |
| 108. | Ledger Book  | Per no.              |
| 109. | Lock & Key   | Per no.              |
| 110. | Note Pad Medium  | Per no.              |
| 111. | OHP Marker   | Per no.              |
| 112. | Peon Book  | Per pkt              |
| 113. | Pen  | Per no.              |
| 114. | Permanent Marker   | Per no.              |
| 115. | Poker  | Per no.              |
| 116. | Paper Clip   | Per no.              |
| 117. | Rubber for Packing   | Per pkt              |
| 118. | Register (Long)  | Per pkt              |
| 119. | Stamp Pad  | Per no.              |
| 120. | Stamp Ink  | Per no.              |
| 121. | Scissor Small  | Per no.              |
| 122. | Scissor Large  | Per no.              |
| 123. | Sticky Note Pad (Flag)   | Per no.              |
| 124. | Scale  | Per pkt              |
| 125. | Sketch Pen   | Per no.              |
| 126. | Stapler Machine(big)   | Per pkt              |
| 127. | Stapler Machine(small)   | Per no.              |
| 128. | Stapler pin(big)   | Per no.              |
| 129. | Stapler pin(small)   | Per no.              |
| 130. | Sutley Rashi (Jute)  | Per no.              |
| 131. | Wooden Pencil  | Per bundle           |
|      |  | Per no.              |

|      |                          |          |
|------|--------------------------|----------|
| 132. | Water bottle             |          |
| 133. | Xerox Toner              | Per no.  |
| 134. | Cartridge (925)          | Per no.  |
| 135. | Computer Extension Board | Per no.  |
| 136. | Pen Drive (32 GB)        | Per no.  |
| 137. | A4 paper                 | Per no.  |
| 138. | Legal paper              | Per ream |
| 139. | Clip Board               | Per ream |
|      |                          | Per no.  |

**Terms and conditions :**

1. The Rate should be quoted including GST and other taxes and valid for a period of one year from the date of opening of the quotations.
2. The Bidder (s) must have the capacity to supply the items immediately considering the urgency of Census.
3. The firm will be deposit an earnest money of **Rs. 10,000/-** in form of demand draft in favour of District Commissioner, Barpeta.2
4. Payment will be made subject to satisfactory completion of the job. No advance payment will be made for the job.
5. Each firm shall submit photocopies of GST Registration Certificate, up-to-date trade license (valid up to 01-03-2026) valid PAN card, previous experience, if any, with quotation paper. The work may be allotted to one or more than one firm/supplier depending upon the urgency of the work.
6. Preference will be given to bidders with previous experience of supply.
7. And any other conditions as deemed to be just, fit and proper at any point of time.
8. Authority reserves the right to accept or reject any or all quotations without assigning any reason thereof. In this regard, the decision of the Tender Committee will be final.
9. Payment against bills for supplied item will be considered for payment subject to availability of fund.
10. The payment against bills will be made through Bank A/c only. Hence, the suppliers should have operational Bank A/c in the name of the firm/ bidder.
11. If the last date of filling quotations falls of Govt. holiday, then the same will be extended to next working day.


  
 (Rohan K. Jha, I.A.S)  
 District Commissioner  
 & Principal Census Officer, Barpeta

Date: 09/06/2026

Memo No :-BDD/130/2026/Census2027/Printing/II-A

Copy to:

1. The Director, Directorate of Census Operation, Assam, Amingaon, Ghy-31 for favour of kind information.
2. The DIO, NIC, Barpeta. He is requested to upload SINT in District Website.
3. The DIPRO, Barpeta is directed to give widespread publicity to the above tender.

  
 District Commissioner  
 & Principal Census Officer, Barpeta