



NIQ No.: NEHU/PHY/ICETPSD-2026/PRINTING/133

Date: 28/08/2026

**INVITING QUOTATION FOR PRINTING AND SUPPLY OF ABSTRACT BOOK AND
CONFERENCE KIT FOR ICETPSD-2026**

Sealed quotations are hereby invited from reputed and experienced printing presses/agencies for the printing and supply of the Abstract Book and conference kit of the International Conference on Emerging Trends in Physics for Sustainable Development (ICETPSD-2026), to be organized by the Department of Physics, North-Eastern Hill University (NEHU), Shillong, during 23-25 September 2026.

The tentative requirements for printing are as follows:

S.No.	Item	Size	Pages	Binding	Quantity
1	Abstract Book	A4	100 (Black & White)	Soft Binding (Colour Front & Back cover)	100
2	Conference Bag		-	-	150
3	Pen				150
4	Letter Pad				150
5	Momentous				50
6	I Card				150

The final number of pages, copies, paper quality, colour pages and other printing specifications shall be communicated to the selected printer by the Organizing Committee.

TERMS AND CONDITIONS

1. The printer should submit a **detailed quotation indicating the rate per copy, total cost, applicable GST and final amount**, clearly and separately.
2. The quoted rate should preferably be **inclusive of designing/typesetting, printing, binding, packing, transportation and delivery charges** to the Department of Physics, NEHU, Shillong.
3. No final printing shall be undertaken without the approval of the authorized representative of the Organizing Committee.
4. The final quantity may be increased or decreased depending upon the actual requirement of the conference. Payment shall be made based on the **actual quantity supplied and accepted**.
5. The completed Abstract Books shall be delivered to the **Department of Physics, North-Eastern Hill University, Shillong**, within the time stipulated by the Organizing Committee.
6. The quotation should clearly mention the **delivery period** from the date of approval of the final proof.

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7. Applicable GST/TDS and other statutory deductions, wherever applicable, shall be made as per University rules and Government regulations.
8. Payment shall be released after satisfactory completion of the work, delivery and acceptance of the printed Abstract Books, and submission of the original bill/invoice and other required documents.
9. The quotation should remain valid for a minimum period of 07 days from the last date of submission.
10. The quotation should be submitted in a sealed envelope superscribed "QUOTATION FOR PRINTING AND SUPPLY OF ABSTRACT BOOK & CONFERENCE KIT – ICETPSD-2026" and addressed to:

The Head, Department of Physics
North-Eastern Hill University (NEHU)
Shillong – 793022, Meghalaya.

11. The last date for submission of quotation is 06/09/2026 up to 5.00 PM. Quotations received after the stipulated date and time shall not be considered.
12. The quotations will be evaluated based on competitive rates, quality of materials, printing specifications, previous experience, delivery schedule and compliance with the terms and conditions.
13. The Department/University reserves the right to accept or reject any or all quotations, wholly or partly, without assigning any reason thereof.
14. Any clarification regarding the printing requirements may be obtained from the Department of Physics, NEHU, Shillong, during working hours.

SUBMISSION SCHEDULE

Date of publication of NIQ: 28/08/2026

Last date for submission of quotation: 06/09/2026

Date and time of opening of quotation: 07/09/2026

Venue: Department of Physics, NEHU, Shillong.

VDubey
28/8/2026

Head, Department of Physics
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