



**THE INSTITUTE OF COST ACCOUNTANTS OF INDIA**  
**(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)**  
**12, SUDDER STREET, KOLKATA – 700 016**

WEBSITE : [www.icmai.in](http://www.icmai.in)

TELEPHONE : 2252-1031/34/35

2252-1602/1492

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**TENDER NOTICE**

Ref. No.: TC/06/2017

June 16, 2017

**Sub. : Invitation of Offer for Items & Services of ICAI Global Summit-2017.**

Offers are invited for the following items and Services for ICAI Global Summit 2017 –

Sl. No.	Items/Services	Quantity/ Timings
1.	Printing of Brochure*	400 Piece
2.	Ball Pen with Institute Logo and Name*	1200 Piece
3.	Writing Pad*	1200 Piece
4.	Jute Folder*	1500 Piece
5.	Photography and Videography for 2 days: 29 <sup>th</sup> June, 2017: 30 <sup>th</sup> June, 2017:	From 12.00 noon to 5.00 p.m. From 9.00 a.m. to 5 p.m.
6.	Webcasting for 2 days: 29 <sup>th</sup> June, 2017: 30 <sup>th</sup> June, 2017:	From 12.00 noon to 5.00 p.m. From 9.00 a.m. to 5 p.m.
7.	Memento*	30 Piece
8.	Invitation Cards*	2000 Piece
9.	Programme Identity Cards*	1200 Piece

Intending Tenderers are requested to contact Shri Kalandi Tripathy, SRAP-GR (I)/Convener, Tender Committee (upto Rs. 5 lakhs) for verification of Samples of the above Items Marked with the Sign\* on any Working Day Monday – Friday) during Office Hours.

Quotations are to be offered in the Business Letter Head of the Tenderer, containing signature, date with stamp and within a Sealed Envelope, superscribed with – **“Tender for Global Summit-2017”**. **All Quotations be submitted strictly as per the following Format in the Tender Box at ICAI, 12, Sudder Street, Kolkata – 700 016 on or before 11.30 a.m. of June 20, 2017.**

Items/Services	Quantity/ Timings	Total Quoted Price with All Taxes
1. Printing of Brochure	400 Piece	Rs.
2. Ball Pen with Institute Logo and Name	1200 Piece	Rs.
3. Writing Pad	1200 Piece	Rs.
4. Jute Folder	1500 Piece	Rs.
Photography & Videography on June 29 & 30, 2017 (2 days)	12.00 noon - 5.00 p.m. [29/06/2017] 9.00 a.m. - 5 p.m. [30/06/2017]	Rs.
Webcasting on June 29 & 30, 2017 (2 days)	12.00 noon - 5.00 p.m. [29/06/2017] 9.00 a.m. - 5 p.m. [30/06/2017]	Rs.
Memento	30 Piece	Rs.
Invitation Cards	2000 Piece	Rs.
Programme Identity Cards	1200 Piece	Rs.

The Institute reserves the right to accept/cancel any or all the Tenders without assigning any reason thereof and conduct tendering as per its own Tender Guidelines and contact only Selected Tenderer subsequently.

(CONVENER)  
TENDER COMMITTEE  
(UPTO RS. 5 LAKHS)