

GOVERNMENT OF ASSAM
PRINTING AND STATIONERY DEPARTMENT
DISPUR :: GUWAHATI-6

NO.PSF.19/92/pt.-II/351,

Dated Dispur, the 10th March/97.

OFFICE MEMORANDUM

Sub : PROCEDURE FOR REGISTRATION OF PRIVATE PRINTING PRESSES.

In supersession of all previous procedure/system of registration of private printing presses the following procedure will henceforth be followed for registration of private printing presses. These procedure will come into force with immediate effect.

(1) The private presses who desires to get themselves registered with the Govt. may submit an application seeking registration of their press and the same will have to be forwarded to the Director of Printing and Stationery, Assam for causing an enquiry and spot verification. On the basis of enquiry report submitted by Director of Printing & Stationery, Assam the presses will be graded as category 'A' 'B' or 'C' depending upon its capacity and technology available.

(2) The registered presses shall pay non returnable registration fees/renewal fees as follows :-

| <u>CATEGORY OF PRESS</u> | <u>REGISTRATION FEES</u> | <u>RENEWAL FEES.</u> |
|--------------------------|--------------------------|----------------------|
| 'A' | Rs.5000/- | Rs.2,500/- |
| 'B' | Rs.3000/- | Rs.1,500/- |
| 'C' | Rs.2000/- | Rs.1,000/- |

(3) The registration fees and renewal fees shall have to be deposited by Treasury challan under the head of account "0058-Stationery and Printing-800-Other receipts" and a duplicate copy of the treasury challan may be submitted by the applicant after enquiry by Director of Printing and Stationery, Assam and before registration.

(4) The Govt. printing works will be given to the approved private presses as and when necessity arises to different presses considering their capacities. To ensure that the parties so registered do not fail to carry out contracted job they shall have to pay 5% of the total contract amount as earnest money in the form of a Bank Draft for each work allotted to them. The Earnest Moneys amount shall be released after the completion of the job in time and according to the terms of contract.

SD/- P.P. VARMA

COMMISSIONER & SECRETARY THE GOVT. OF ASSAM

MEMO NO.PSF.19/92/pt-II/351-A, Dated Dispur, the 10th March, 1997.

Copy to :-

1. The Director of Printing & Stationery, Assam Bamuni-maidan, Guwahati-21, he is requested to publish the same in the Assam Gazette and send 50 nos printed copies to Printing & Stationery Department.
2. All Registered Presses (By name).

By order etc.


UNDER SECRETARY TO THE GOVT. OF ASSAM
PRINTING AND STATIONERY DEPARTMENT

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