

NOTICE INVITING TENDER FOR PRINTING OF BOOKS

Vigyan Prasar, an autonomous body under Department of Science & Technology, Govt. of India, needs books to be printed as per below mentioned specification. Eligible vendors as per Annexure –I, are requested to send **technical and Commercial bid in separate envelope and both should be put up in a another sealed envelope** and clearly marked on the cover of envelope Technical bid/ commercial or price bid , enquiry No., date of opening. Sealed envelope should reach to Vigyan Prasar latest by dated **08th Oct 2018 up to 14:00 Hrs.** Technical bids and financial bids of qualified bidders will be opened at 15:00 Hrs on same day. If technical and commercial bid not submitted separately, the same (Bid) will not be considered.

1. Recipe Book

| | | |
|---------------|---|--|
| Size (Closed) | : | 10" X 12" |
| No. of Pages | : | 120 + Cover (± 10 Pages) |
| Colour | : | 04 Colour |
| Paper | : | 80 GSM Super Print (For Text) 300 GSM Matt Art Card Ballarpur (For cover) |
| Binding | : | Perfect |
| Lamination | : | Gloss on Cover |
| Input | : | Soft Copy |
| Quantity | : | 60 in Hindi and 40 in English |

2. Compendium

| | | |
|---------------|---|--|
| Size (Closed) | : | A4 |
| No. of Pages | : | 170 + Cover (± 10 Pages) |
| Colour | : | 04 Colour |
| Paper | : | 90 GSM Super Print (For Text) 300 GSM Matt Art Card Ballarpur (For cover) |
| Binding | : | Spiral |
| Lamination | : | Gloss on Cover |
| Input | : | Soft Copy |
| Quantity | : | 60 in Hindi and 40 in English |

03. Crop Calendar

| | | |
|-----------------|---|---|
| Size | : | 8.5 inch X 11 inch |
| No. of Pages | : | 140 + Cover |
| Colour | : | 04 Colour (Cover) & Text (Black and White) |
| Paper | : | 80 GSM Super Print (For Text) 300 GSM Matt Art Card Ballarpur (For cover) |
| Binding | : | Perfect |
| Lamination | : | Gloss on Cover |
| Input | : | Soft Copy |
| Quantity | : | 80 in Hindi and 20 in English |

04. Posters

| | | |
|-----------------|---|---|
| Size | : | 28 inch X 17 inch |
| Colour | : | 04 Colours |
| Paper | : | 250 GSM Matt Paper Art Finish (Glossy) with Hanging Tag |
| Input | : | Soft Copy |
| Quantity | : | 6 X 400 Copies in Hindi (six types different posters quantity of each poster is 400) |

05. The SDG Express

| | | |
|-----------------|---|--|
| Size | : | A4 |
| No. of Pages | : | 88 + Cover |
| Colour | : | 04 Colour Text & Cover both |
| Paper | : | 100 GSM matt Finish art paper for text and 300 GSM matt art card for cover |
| Binding | : | Perfect |
| Lamination | : | Glossy on Cover |
| Input | : | Soft Copy |
| Quantity | : | 1000 Eng & 1000 Hindi |

06. **Packaging** : All books materials as above are first to be shrinked **packed in set of 10 books**. Then material to be packed in new, unused, sizeable cartons of 07 ply. **In one box 20 books** only to be packed. New, plain cartons only are to be used. All the cartons are duly labelled with title of the books and quantity. Posters & Calendars are to be packed in sizeable cartons of 07 ply and in one box only 50 calendars & posters to be packed. Books, posters and calendars packed in any other way will not be accepted. Or A penalty of Rs: 200.00 per box will be imposed.i.e (Quantity of Books ÷ 100) X 200

Terms & Conditions

1. Rates/price bid is to be submitted as per annexure-II, according to the specifications given in the enquiry only and no conditional tenders will be accepted.
2. **The rates shall include the cost of paper, printing, binding, packing, forwarding, inclusive Tax/GST etc.**
3. Tenderer may bid any or all titles. Work will be awarded to lowest bidder title wise. In case tie up of the rates between two or more vendors, Vigyan Prasar reserves the right to award the work to any one of them.
4. The Tenderer will be responsible for collection of the input material, supply of the proof/dummy and the final printed copies of the books at the premises of VP, IInd floor.
5. The bid should be accompanied with an EMD of Rs: 5000.00 and non-refundable tender fee of Rs: 500.00 in the form of DD, drawn in favour of "Vigyan Prasar", payable at New Delhi. or can be paid through online by NEFT/RTGS/IMPS to Vigyan Prasar account as detailed below (kindly submit details of NEFT with the proposal the):-

Account Name/ VIGYAN PRASAR
ADDRESS- A- 50, NCMRWF BUILDING, SECTOR- 62, NOIDA.
NEFT/RTGS DETAIL
BANK NAME- UNION BANK OF INDIA.
BANK ACCOUNT NUMBER- 349902010040204.
IFSC CODE- FOR RTGS/NEFT- UBIN0534994.
BANK ADDRESS- SAFDARJANG DEVELOPMENT AREA,
C-4, COMMUNITY CENTRE, NEW DELHI- 110016

6. The EMD of selected bidder(s) will be kept as security deposit till completion of the work and the rest will be released within 15 days from the date of opening of the bids.
7. The tenders received late or do not fulfil the terms & conditions will be rejected.
8. VP reserves the right to accept or reject any or all tender/s without assigning any reasons.
9. The Tenderer will supply us four pages printed version of the Books, cover sample on the same GSM paper as specified in our quotation and dummy of the Books in actual and specified size and you will start the printing works only after Vigyan Prasar approves the print quality of the supplied printed samples and dummy by you. There will be no compromise on the quality of paper & printing and in case the printing work is not found satisfactory as per sample approved, the job will not be accepted and no payment will be made. Or a penalty @ 20% of invoice value shall be imposed.

10. Payment will be released only after the completion of job and after the receipt of Negative/Positive or CD and the printed material in good condition and to the satisfaction of Vigyan Prasar. Additional pages if any will be paid on Pro-Rata basis. No partial job will be accepted for payment.
11. Place of delivery of the books is the Vigyan Prasar, A - 50, IIInd Floor, Institutional Area, Sector – 62, Noida (U. P.).
12. The softcopy/Negative-Positive to be collected on same day after intimation of award of contract by telephonically or E-Mail. Ferro/Proof and printed samples to be submitted on next day from the date of collection of proof. The books will have to be supplied **within 02 days from the date of approval of the proofs by Vigyan Prasar**, failing which liquidated damage/delay charges will be imposed @ 0.5% per week maximum of 5% of total contract value.
13. If the supplier does not accept the work order or does not deliver the item within given stipulated time, the EMD will be forfeited.
14. The Institute can Change the number of quantity to be printed at the time of issue of PO.
15. Work Order will be issued to firm which is lowest in the given title of book, which means that the rate comparison for rate competition will be made title wise not on aggregate basis. If one or more firm quoting the same rate for any title, VP reserves the right to award the work to anyone among them.

Note: PAN/ GST registration, EMD must be in one envelope along with technical bid. Price bid must be put up in another separate envelope. Both sealed envelope should be kept in another envelope. Please quote the tender no. with date and opening date on the top of the cover containing tenders.

Yours Sincerely,

Sd

(Rajender Kumar)
Administrative Officer

ELIGIBILITY CRITERIA FOR PRINTERS

1. Only those vendors having adequate in house infrastructural facilities for four colour printing including high quality scanners, image setters, Shrink Packing Facility etc. along with experience of three similar work only need to apply. Digital Printers are not eligible to apply. Representatives of Vigyan Prasar may visit to check the above facility before awarding the work.
2. PAN/GST registration certificate should be enclosed with the technical bid.
3. The printer/vendor also enclose a certificate stating that his firm has a good reputation and there is no complaint against it and have not been blacklisted from any Govt organisation.

CHECK-LIST FOR TECHNICAL BID

1. Vendors must ensure that they meet the eligibility criteria.
2. Tech & Price bids as per annexure-II are to be kept in separate sealed envelope **and both should be put up in another sealed envelope**. Price bid will be opened only of qualified vendors.
3. EMD of Rs: 5000.00 and Tender fee of Rs: 500.00 in the form of DD in favour of "Vigyan Prasar" Payable at New Delhi must be enclosed along with technical bid or may make the payment on-line as per bank detail given above.
4. PAN /GST registration certificate.
5. The printer/vendor also enclose a certificate stating that his firm has a good reputation and there is no complaint against it and have not been blacklisted from any Govt organisation.
6. Signature of bidder on all the pages of tender document as acceptance of all the terms and condition of tender.
7. Paper samples as per specification.
8. Proof of three similar works. Photocopy of work orders duly signed and authenticated by the bidder to be enclosed. Non-compliance of anyone of above points, technical bid will be treated as non-responsive/Rejected and financial bid will not be considered.

PRICE SCHEDULE

Name of vender :
 NIT NO : VP/19/09/Print /18-19
 DATE : 04.10.2018
 VALIDITY OF BID : Three Months
 EMD : Rs: 5000.00
 TENDER FEE : Rs: 500.00
 Date of Opening of tender: 08th Oct 2018

Note: Rate quoted by the Bidder should be in figure as well as in words.

Submit all the pages of this tender document duly signed as accepting all the terms and condition of the tender.

| SL No: | Description/Title | Unit | Qty | Rate: inclusive all taxes and Expenditure(Paper,Printing,,Binding,P&F,loading/offloading etc.),FOR: IInd Floor, VP ,Noida |
|--------|---|------|------|---|
| 01 | Recipe Book Hindi | No: | 60 | |
| 02 | Recipe Book Eng | No: | 40 | |
| 03 | Compendium Hindi | No: | 60 | |
| 04 | Compendium Eng | No: | 40 | |
| 05 | Crop Calendar Hindi | No: | 80 | |
| 06 | Crop Calendar English | No: | 20 | |
| 07 | Posters Hindi 06 types quantity 400 of each total 2400 | No: | 2400 | |
| 08 | The SDG Express Hindi | No: | 1000 | |
| 09 | The SDG Express Eng | No: | 1000 | |

Signature of the contractor with stamp & date