

NOTICE INVITING TENDER FOR PRINTING OF RVCM FESTIVAL BOOK**Sub: Inviting quotations for printing of Festival Book**

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 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 22nd **Jan 2015 up to 14:00 Hrs.** Technical bids will be opened at 15:00 Hrs & Commercial bids of qualified vendors will be opened on same day. If technical and commercial bid not submitted separately, the same (Bid) will not be considered.

01. RVCM 2015 Festival Book:

Size	:	6" X 9"
Paper	:	100 GSM Art Paper (Text); 300 GSM art card (Cover)
Colour	:	Four colour Text & Cover
Binding	:	Perfect
Lamination:		Text Matt & Cover Gloss
No. of pages:		188 + Cover
Input	:	Soft copy
Quantity	:	1000

Packaging : All books materials are first to be shrink packed in set of 10 books. Then material to be packed in new, unused, sizeable cartons of 05 ply. In one box 50 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. Or A penalty of Rs: 200.00 per box will be imposed. i.e (quantity of books /50) X 200 = Penalty

Terms & Conditions

- 1) Rates/price bid is to be submitted as per annexure-I, 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, tax etc.**
- 3) The paper sample of the specified GSM should be sent along with the technical bid. If the paper sample is not enclosed, the quotation will not be considered.
- 4) Tenderer may bid any or all titles. Work will be awarded to lowest bidder title wise.
- 5) 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.
- 6) The bid should be accompanied with an EMD of Rs: 2000.00 and non refundable tender fee of Rs: 500.00 in the form of DD, drawn in favour of "Vigyan Prasar", payable at New Delhi. 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) If the official(s) of Vigyan Prasar visit to inspect the work at your press, the travelling expenses will be borne by you.
- 11) 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. No partial job will be accepted for payment.
- 12) Place of delivery of the books is the Vigyan Prasar, A - 50, IInd Floor, Institutional Area, Sector – 62, Noida (U. P.).
- 13) The softcopy/Negative-Positive to be collected within two days after intimation of award of contract by telephonically or E-Mail. Ferro/Proof and printed samples to be submitted within 04 days from the date of collection of proof. The books will have to be supplied **within 07 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.
- 14) If the supplier does not accept the work order or does not deliver the item within given stipulated time, the EMD will be forfeited.
- 15) The Institute can Change the number of quantity to be printed at the time of issue of PO.
- 16) 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.
- 17) **Note: PAN/ CST/VAT registration, EMD and sample 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.**
- 18) Rates for increase or decrease in pages will be calculated on pro rata basis.

Yours Sincerely,

(Somesh C Jhingan)
Registrar

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. Representatives of Vigyan Prasar may visit to check the above facility before awarding the work.
2. PAN/CST 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. Both the bids, tech & Price bids as per annexure-II are to be kept in separate sealed envelope. Price bid will be opened only of qualified vendors.
3. EMD of Rs: 2000.00 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.
4. PAN /CST registration certificate.
5. Certificate as per point-3 of annexure-I.
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.

ANNEXURE-II**PRICE SCHEDULE**

Name of vender:

NIT NO: VP/19/08/Print/14-15
DATE: 13.01.2015
VALIDITY OF BID: Three Months
EMD: ₹ 2000.00
TENDER FEE: 500.00
Date of Opening of tender: 22nd Jan 2015

SL No:	Description/Title	Unit	Quantity	Rate: inclusive all taxes and Expenditure(Paper,Printing,,Binding,P&F,loading/offloading etc.),FOR: IInd Floor, VP ,Noida
01	RVCM Festival Book	Number	1000	

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.

Signature of the contractor with stamp & date