

No. 16(2)/85-Admn./2013-14

23<sup>rd</sup> December, 2014

**M/s**

**Sub : Designing & Printing of 100 copies of "Educational Statistics at a Glance- 2011" for TSG-HESPIS**

Dear Sir,

EdCIL (India) Ltd. is a public sector enterprise and is engaged in offering consultancy services in multi-disciplinary fields of education in India and abroad.

EdCIL invites offer for printing of the "**All India Survey on Higher Education 2011-12**" a Report for one of the MHRD project under TSG-HESPIS project. The tentative specifications of the report are given below:-

<b>Name of publication</b>	<b>No. of copies required</b>	<b>Cover page</b>	<b>Inside Page</b>	<b>Total Page</b>
Educational Statistics at a Glance-2011	100	4	52	56

<b>Cover Page (Front &amp; back page) Details</b>	<b>Inner page Details</b>
<ul style="list-style-type: none"><li>- 300 GSM imported Art card</li><li>- Multicolor printing</li><li>- Thermal Lamination</li><li>- Perfect Binding</li></ul>	<ul style="list-style-type: none"><li>- 130 GSM paper</li><li>- 52 inner pages</li><li>- Multicolor printing</li><li>- Booklet Size</li><li>- Cutting &amp; finishing etc.</li><li>- Designing</li></ul>

Contd. 2/-

If you are in a position to meet the above-mentioned requirement, you are requested to submit your quotation/tender based on our terms and conditions as set forth hereunder.

The quotation is based on single bid system. The envelope should contain the following documents.

1. Earnest Money Deposit (EMD) of Rs. 2,000/- (Rupees Two thousand only) by Demand Draft only drawn in favour of EdCIL (India) Limited' Payable at Delhi/Noida. **Any bid received without EMDs will be summarily rejected.**
2. Price Bid as per Annexure- I
3. Letter of acceptance to the terms and conditions of the NIQ.
4. Tenderer should furnish details of Printing Contracts carried out by them in last three years giving complete details viz. name of the clients/ customer and their contact numbers with copies of the award letters indicating the amount of contract (excluding taxes).
5. The printer should have successfully executed the contracts related to printing jobs of minimum 3 Lakhs in last 3 years.

#### **TERMS AND CONDITIONS:-**

1. Since the delivery of printed report is to be made at EdCIL's office at NOIDA, sales tax/WCT to be charged should be shown separately, if no sales tax is shown separately, it will be presumed that sales tax/WCT is already included in the rates.
2. All the amount shall be indicated by the vendor/tenderers in figures as well as in words. Where there is any difference between price quoted in figure and words, amount quoted in words shall prevail.
3. Your quotations/tenders shall remain open for acceptance for 90 days or as may be specified from the date of opening. No revision/modifications in the quoted/tendered rates will be allowed during the period of validity of tenders/quotation or the extended period.
4. The material on receipt at our office will be inspected. The supplier shall have to replace the materials, if any, found defective at site/office on free of cost basis.
5. The Corporation reserves the right to cancel the contract if the quality of material supplied fall below the required specifications and also if the deliveries are not made in accordance with the delivery schedule.

6. The successful tenderers/vendors shall not sub-let or assign this contract or any part thereof without obtaining prior written permission of the Corporation otherwise the Corporation shall have the right to cancel the contract and to get the printing job done from elsewhere and the successful tenderers/vendors shall be liable to the Corporation for any loss or damage which the Corporation may sustain in consequence or arising out of such job.
7. The payment will be made within 30 days on receipt of invoice (in duplicate) against the goods supplied & acceptable to EdCIL/work done at the satisfaction of EdCIL in your favour by a crossed a/c payee Cheque.
8. Your quotation/tender should be free from overwriting. All corrections and alteration should be duly attested by the vendor/tenderer.
9. You are requested not to erase or mutilate any word(s) or figures occurring in your quotation, otherwise the quotation may be ignored. Any overwriting is not allowed.
10. You are requested to submit an undertaking alongwith bid as stating that you are not black listed by any Govt. organization in the last three years and you have no dispute with any Govt. Department.
11. The quotation for printing of the "AISHE 2011-12" in the enclosed prescribed Performa as per specifications given above may please be sent to us in a sealed cover enclosing Annexure-I along with empanelled certificate with DAVP, bid superscrip of "**Quotation for designing & printing of "AISHE Report 2011-12"** addressed to **Assistant Manager (Admin.), EdCIL (India) Ltd., EdCIL House, 18A, Sector 16A, NOIDA-201301** so as **to reach not later than 1500 hrs. on 09/01/2015**. The quotation/tender received after the due date will not be entertained.
12. The soft copy of printing material will be provided by mail. Delivery of printed material is required to be made within 7 working days from the date of receipt of final proofs duly approved by authorized official or Project Manager (HESPIS).
13. This Corporation reserves the right to accept or reject any quotation in whole or in parts without assigning any reasons thereof. This corporation also reserves the right to terminate the contract without any notice in the event of your services are not being found satisfactory.
14. The quotation should be unambiguous in all respects.

Yours faithfully,

(Sushant Dey)  
Asst. Manager (Admin.)

**ANNEXURE - I****PRICE SCHEDULE**

[As per specification given in Table 'A']

Specification for printing of above mentioned 100 reports	Copy to be printed	Total Lump-Sum cost including	Taxes	Remarks
Educational Statistics at a Glance-2011	100 (Details as per page no. 1)	All charges without taxes		
Size: Booklet size Pages of reports as mentioned page no.1  Cover Page Thickness: 300 GSM Imported Art card, Multicolor printing, Thermal lamination  Inner Paper thickness: 130 GSM Paper, 52 inner page, Multicolor printing, Cutting & Finishing  Editing : Yes  Binding : Perfect	100			

**Additional & Differential Charges**

± 4 pages multi colour @Rs.\_\_\_\_\_

± 4 pages two color colour @Rs. \_\_\_\_\_

± 4 pages B/W @ Rs.\_\_\_\_\_

