

F. No.D-28013/1/2016- GA
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Heavy Industry
GA Section

Udyog Bhavan, New Delhi.
Date: 24th October, 2017.


Tender Notice

Sub: Printing of Annual Report of the Ministry of Heavy Industries & Public Enterprises for the year 2017-18 – reg.

Online quotations are hereby invited at Central Public Procurement (CPP) Portal (www.eprocure.gov.in) from reputed, experienced and financially sound printing firms, for printing of Annual Report of the Ministry of Heavy Industries & Public Enterprises for the year 2017-18. **Only 'A' Class Offset Printers' as per list of panelled printers maintained by the Directorate of Printing, New Delhi can participate in the tender process.**

2. The Quotations will be accepted only as e-tender (in single bid system) and intending bidders must be registered with the Central Public Procurement (CPP) Portal.
3. The specification of the last year's printed report is available in GA Section in Room No. 15, Udyog Bhavan, New Delhi.
4. Important dates for the invitation of aforesaid Online Bid:

(i)	Publish date of tender	-	24.10.2016 10.00AM
(ii)	Tender Document downloading start date	-	24.10.2017 11.30AM
(iii)	Bid/Quotation submission start date	-	24.10.2017 12.30PM
(iv)	Tender document downloading end date	-	16.11.2017 05.30PM
(v)	Bid/Quotation submission end date	-	17.11.2017 03.30PM
(vi)	Bid/Quotation opening	-	17.11.2017 04.00PM
5. The quotations should invariably be accompanied by a Demand Draft of Rs. 30,000/- (Rs. Thirty Thousand only) in favour of DDO, Department of Heavy Industry payable at New Delhi as Earnest Money Deposit. The bid received without the requisite EMD will not be entertained. The scanned copy of the Earnest Money Deposit along with all requisite documents must be uploaded with the bid and original Earnest Money Deposit should be submitted in a sealed cover superscribed with 'Quotation for Printing of Annual Report of the Ministry of Heavy Industries & Public Enterprises' in the Department of Heavy Industry in Room No. 15, Department of Heavy Industry, Udyog Bhawan, New Delhi on or before 17.11.2017 by 3.30 PM.
6. The documents required to be uploaded with the bid are as under:
 - i. Registration Certificate
 - ii. Work orders of printing of Annual Report for the last five years of govt. departments
 - iii. Evidence/proof of Four color printing machine


SUSHIL KUMAR SAXENA
अवर सचिव/Under Secretary
भारी उद्योग एवं लोक उद्यम मंत्रालय
Ministry of Heavy Industries & Public Enterprises
की उद्योग विभाग/Deptt. of Heavy Industry
उद्योग भवन, नई दिल्ली-110011
Udyog Bhawan, New Delhi-110011

7. The specifications of the Annual Reports to be printed would be as under :

Technical Specifications/aspects :

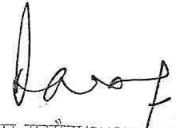
No. of Copies	English : 1000 copies Hindi : 700 copies
Number of Pages	160 pages (approx.) Provision for around 10% more pages
Dummy Copy	Color Dummy copy of at least for 5 copies/times as and when required as Draft before final draft.
Specification	Size : 11 ¾ x 8 ¼ (International A4) Paper Cover – Royal C2S 250 GSM Art Matt (BILT) Inside Pages – Royal C2S 130 GSM Art Paper Matt (BILT)
Photographs/Graphs/Cover e-book	44 numbers (could be less) e-Book of the final printed Annual Report 2017-18 has also to be supplied on the prescribed software. Software will be intimated after finalization of contract.
Inside pages layout	A copy of previous year Annual Report will be provided by the Department
Inputs	Text materials both in English & Hindi to be supplied by DHI through e.mail/CD along with hard copy on the prescribed software. All other inputs i.e. text materials and photographs, matter for graphs finalized by this Department.
Target	Delivery of the required number of copies to the Ministry: English & Hindi : within 05 days from approval of dummy

Financial Details of rates :

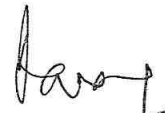
Name of the Firm	Rates of Annual Report (including rate of e-Book)			Rate of Color Dummy Report	GST
	English Per page	Hindi Per page	Cover Per page (Hindi/English)		
				5 (Five) sets	

Other Terms & Conditions :

- I. The rates finalized by this tender would be awarded for the year 2017-2018 only.
- II. Only 'A' Class Offset Printers' as per list of panelled printers maintained by the Directorate of Printing, New Delhi can participate in the tender process.
- III. Only those publishers/printers who have previous experience for the last 5 years of handling the work related to printing of Annual Report of Government Departments would be considered.


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अवर सचिव/Under Secretary
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- IV. Printing establishment should be within the radius of 5-7 Km. of Udyog Bhawan so that officers may go to the vendor's establishment for frequent and in-house correction of the materials within short notice.
- V. Proof reading and carrying out all the corrections shall be the responsibility of the Printer. Any changes/deletions/additions/corrections etc. are found to be carried out, the printer or the bidder shall have to carry out the same.
- VI. The vendor should have good quality latest Four color printing machine for delivering better quality material.
- VII. The printed Annual Report must be delivered at Udyog Bhawan, New Delhi within 05 days of approval of final Dummy set/ final approved draft.
- VIII. The sample of the cover page paper and text page paper must be provided while applying for the tender.
- IX. The Department will not bear the transport charges of the printed copies of the Report for delivery at Udyog Bhawan, Rafi Marg, New Delhi. The same must be included in the quoted rates.
- X. The EMD of the successful bidder will be kept with the Department till the completion of the printing job and the same will be forfeited for untimely delivery of the material or any deviation of quality of material.
- XI. The earnest money of unsuccessful bidders will be returned without accrual of any interest in due course of time.
- XII. The successful bidder would be required to deposit an amount of Rs. 40,000/- (Rs. Forty Thousand only) as Performance Security in the form of Demand Draft/Bank Guarantee drawn in favour of DDO, Department of Heavy Industry, New Delhi. The Security deposit will be refundable after the expiry of the contract period.
- XIII. Offer of award of the contract once finalized cannot be withdrawn subsequently.
- XIV. The non-fulfillment of any of the terms of the contract shall entail forfeiting of the Performance Security, besides blacklisting of the printer for any future Government work.
- XV. The Department of Heavy Industry reserves the right to select/reject/amend/withdraw/relax/modify and of the terms and conditions contained in the Tender Documents without assigning any reasons whatsoever. The decision of the Competent Authority of this Department in this regard will be final and binding.

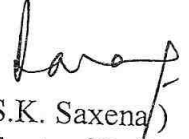

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XVI. The bidder shall not sublet the work to other contractor/agency/firm after the award of work.

XVII. Jurisdiction for legal disputes, if any, arising during the period of the contract, will be in Delhi Courts only.

Yours faithfully,

सुरजित कुमार सक्सेना/SUSHIL KUMAR SAXENA
अवर सचिव/Under Secretary
भारी उद्योग एवं लोक उद्यम मंत्रालय
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Udyog Bhawan, New Delhi-110011



(S.K. Saxena)

Under Secretary to the Govt. of India

Tele: 23061106

Copy to: Technical Director, NIC, DHI with the request to upload the tender notice on the Department's website.