



**भारतीय अनाज संशोधन संस्थान**  
**ICAR-Indian Institute of Seed Science**  
**दृक्षक] eÅ ¼m0i0½275 103**



Kushmaur, Mau-275103 (U. P.)

Phone No. 0547-2530386, Fax No. 0547-2530325, Email-admin.dsr@gmail.com

i =kcd I 0 05&Hkk0chofo0I 0@2016&17@, I - ih-& 21

frukcd 02-08-2016

**fufonk I puk**

funs'kd] Hkkjrh; cht foKku I ½Fkku] d(keks] eÅ us vfr g'kz ds I kFk I ½Fkku ds fofHkuu df'k f0; kdyki k] cxxokuh , oa I kQ I Qkbz ds dk; k] dks Bds ds }kjk I Ei Uu djkuu , oa I ½Fkku ds ifcydsku dh Nikbz , oa ckbfoUax grqj\$/ dkuVdV grq [kjh fufonk vkei=r fd; k gA fufonk dk iwz foj.k fuEuor-g&

0e I 0	dk; Z dk foj.k	fufonk i = Qhl	tekur /kujkf" k	fufonk i .k tek djus dh vflre frfFk , oa I e;	fufonk i = [kysu dh frfFk , oa I e;
01-	I ½Fkku ds fofHkuu df'k f0; kdyki k] cxxokuh , oa I kQ I Qkbz ds dk; k] dks Bds ds }kjk I Ei Uu djkuu	: 0 1000@&	: 0 1]50]000@&	26-08-2016] 2-30 cts	26-08-2016] 3-00 cts
02-	I ½Fkku ds fofHkuu ifcydsku dh Nikbz , oa ckbfoUax grqj\$/ dkuVdV	: 0 1000@&	: 0 45]000@&	26-08-2016] 12-00 cts	26-08-2016] 2-00 cts

fufonk i = d0y Hkkjrh; cht foKku I ½Fkku ds osl kbV [www.seedres.in](http://www.seedres.in) ; k eprocure.gov.in/epulish/app I s frukcd 04-08-2016 I s MkmuykM fd; k tk I drk gA fufonk i = ds I kFk fufonk Qhl , oa tekur /kujkf" k Mh- Mh- ds : i e] tksfuns'kd] vkbz I h- , - vkj- ; fuV Mh- , I - vkj- eÅ dsuke n\$ gks ds I kFk fu/kkZjr frfFk , oa I e; ij ig] tkuk pkfg, A nj I s ikr fufonk ij dkbz fopkj ugha fd; k tk; skA **0e I 0 01 dh fufonk nlsfcM fl lVe ds : i e agA** iwz : i I s Hkj h , oa I hy fufonk i = funs'kd] Hkkjrh; cht foKku I ½Fkku] xte&d(keks] ik.V&d(keks] ftyk&eÅ 275 103 ¼m0 i0½ ds irs ij I Hkh I cfi/kr nLrkost k] fufonk Qhl rFkk tekur /kujkf" k ds I kFk if'kr djuk gA funs'kd ds ikl fufonk I s I cfi/kr I Hkh vf/kdkj I jf{kr jgaxA vU; fdl h izdkj dh tkudkjh grq I ½Fkku dh osokbV n\$ka

**¼k.Mkj , oa0; vf/kdkj½**



**भा.कृ.अनु.प. - भारतीय बीज विज्ञान संस्थान**  
**ICAR-Indian Institute of Seed Science**



**Kushmaur, Mau 275 103 (UP), INDIA**

Phone : 0547-2530326, Fax : 0547-2530325, E-mail: pddsrmou@gmail.com

F.No.05-IISS/2016-17/S&P-22

Dated: 03.08.2016

**Sub: Printing job of ICAR-IISS Publication- reg.**

Dear Sir,

We have a requirement of above said services for which you are invited to submit your most competitive quotation for the same. The envelope containing the quotation should be super scribed as **"TENDER FOR PRINTING & BINDING OF REPORT/BULLETIN/BOOK ETC."** Tender should reach this office ON 26.08.2016 up to 12.00 (Noon) which will be opened **at 2.00 PM on 26.08.2016**. All the relevant details are given below:

- I. Description of the goods required and : **(As enclosed in Annexure-I)**  
the required quantity
- II. Guiding specification and other : **(As enclosed in Annexure-II)**  
Technical Details
- III. Terms of delivery (Delivery at site) : **FOR ICAR-IISS, MAU**
- IV. Delivery period for goods : **Within 30 days from the date of the Printing's signing the Contract**
- V. Erection/installation and commissioning (if required, depending on the goods ordered) are to be completed within 07 (seven) days of delivery of the goods at site.
- VI. Terms of Inspection by the purchaser's representative: **Indenting Officer**
- VII. Training of Purchaser's operator(s) for operating the goods ordered, as and if necessary IISS operator (s) for operating the goods ordered, as and if necessary IISS operator(s) is/are to be trained for a period of 02 days/weeks at purchaser's premises/supplier's premises for successfully operating the goods purchased. The training shall be completed by within 07 days of installation.

**viii) Price structure:**

- a. The tenderer shall quote for the complete requirement of goods, services and for the full quantity as shown against a serial number in the list of requirement in Annexure-I, the tenders are, however, free not to quote against all the serial mentioned in the list of requirement (in case there are more than one serial number in the list of requirements).
- b. **Specification quoted by the firm should be attached literature, leaflet/broacher of printing job with the tender documents essentially..**
- c. All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately. However, VAT/S.T., as legally and contractually leviable, will be quoted separately by indicating the nature and the current rate of VAT/Sales Tax, as applicable

at the time of quoting. The sale tax will be paid extra at actual at the time of supply provided the transaction of sale is legally liable to any tax and the amount of the tax is contractually payable. If the supplier in its quotation does not ask for tax extra, the same shall not be paid even if asks for the same at the later date.

- d. The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account whatsoever, including statutory variations, if any. However, sales tax will be paid extra as per provision under Clause viii (c) above.

**ix) Receipt of goods and Terms of Payment:**

- a. Payment terms for supply of goods, including erection/ installation and commissioning (as and if applicable).

Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection/ installation and commissioning at site, the purchaser, within two working days of issue of the provisional receipt, will issue acceptance certificate(of the goods) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also need erection/ installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection/ installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment.

The paying authority will release the full payment to the supplier as due in terms of the contract, within fifteen working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents, provided the same are in order.

**B. Payment for training of purchaser's operator(s), if applicable**

After release of payment to the supplier as per sub-para (a) above and after successful completion of training of the operator(s) in terms of the contract, the purchaser will immediately issue a certificate to this effect to the supplier. The supplier will thereafter send its invoice for training charges, if any, along with the above certificate to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within 15 working days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.

**x) Paying Authority: The Finance & Accounts Officer, on behalf of the Director,  
IISS, Mau**

**xi) Liquidated Damage Clause:**

If any time during the performance of the contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the goods and/or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services, after which the order will be treated, cancelled. The liquidated damage will also include damage due to delay in supply, installation and training.

Further, during such delayed period of supply and/or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the supplier, with copies endorsed to other concerned) extending the delivery period will be subject to the above conditions.

**xii) Warranty Clause: Manufacturer's standard warranty clause is acceptable.**

**xiii) Dispute Resolution Mechanism:**

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act 1996. The venue of the arbitration shall be the place from where the contract is issued.

1. You are also required to fulfil the following conditions and furnish the details as indicated in subsequent paragraphs.
  - a. At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods and services as specified in the List of Requirements, without any change in the unit price or other terms and conditions.
  - b. Please furnish a certified copy of your latest ITCC (Income Tax Clearance Certificate) or relevant supporting documents.
  - c. Please indicate if you are currently registered with any Govt. Organization and if registered, furnish all relevant details.
  - d. Please state whether business dealings with your firm presently stand banned by any Government organization and, if so, furnish relevant details.
  - e. A supplier shall not submit more than one quotation for the same set of goods. No pooling should be done in association with any other supplier.
  - f. The supplier shall at all times identify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
  - g. Correction or over-writing in the tender document is not permissible. The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.

The quotation and all correspondence and documents relating to the quotation Exchanged between the bidder and the purchaser may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
  - h. The contract shall be governed by the laws of India and interpreted in accordance with such laws.
  - i. The quotation/offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offers.
  - j. DD/Banker's cheque as Tender Fee & Earnest Money in favour of "**The Director, ICAR Unit DSR, Mau payable at SBI, Maunath Bhanjan**" is to be enclosed along with the quotation. No quotation shall be considered without the earnest money deposit (EMD).
  - k. In case, the successful bidder shows inability at any stage, after the contract is finalised and awarded for whatsoever reason(s), to honour the contract, the EMD/Performance Security deposited would be forfeited.

- l. **The firm whom the tender will be awarded, will have to deposit the performance security equal to 5% of the total amount tentatively arrived till such time the period of contract expires. If the supply/services are not found to be satisfactory, the performance security is liable to be forfeited.**
- m. PAN No./TIN No. and other details should be provided in Annexure-IV.
2. The quotation shall be sealed in an envelope. The envelope shall be addressed to the purchaser and it should also bear the "Tender enquiry no. and the words **"DO NOT OPEN BEFORE 2.00 PM ON 26.08.2016** (The time and date of opening of the tenders)". This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. The supplier must ensure that its tender (i.e. quotation), duly sealed as above, reaches the purchaser at least on hour before the time and date of opening of tenders. The supplier may, at its choice, send the tender by regd. post or by speed post. Alternatively, the supplier may also hand delivery the tender to the purchaser in which case the purchaser shall give the supplier a receipt, indicating the time & date of receipt of the tender.
3. The tenders, which are received late by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed and marked and/or sent as above.
4. The tenders, which are received on time (as per para 3 above), will be opened at ICAR-IISS, Kushmaur, Mau at **2.00 PM ON 26.08.2016** (date). The purchaser will open the tenders in the presence of the tender's duly authorized representatives, who choose to attend the tender opening.
5. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared and signed and meet the required terms, conditions, specifications etc. The purchaser will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated deal.
6. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annual the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenders.
7. Please submit your quotation accordingly. You shall sign all the pages of your quotation. **Your price quotation may be furnished in the format enclosed as Annexure-III.** You are also required to return this original tender enquiry (all the pages), as it is, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your records.

**Encl:** Annexure-I,II,III,IV,V, VI & VII

**(Signature of the Purchaser/representative)**

**Note:** Kindly furnish the following information along with your quotation:

Name of the firm	Account No. of the firm	Name of the bank and branch with code where A/c exists	Whether branch is CBS , if yes, the RTGS/IFSC code

**(Signature of the Proprietor /representative of the firm)**

**Annexure-1**

**LIST OF PRINTING ITEMS**

<b>S.No.</b>	<b>Description of Goods</b>	<b>Quantity</b>
1.	Annual report of DSR, AICRP-NSP, ICAR Mega Seed Project	150 copies
2.	Technical Bulletin (s)	150 copies
3.	News Letter	150 copies
4.	File Folder	1000 copies
5.	Envelop printing	1000 envelop of each size
6.	Patrika	150 copies
7.	Note Pad	100 copies
8.	Letter Head	15 bunch
9.	Leaf Let	100 copies

The envelope shall be addressed to the purchaser and it should also bear the "Tender enquiry no. with equipment name and the words **"Do not open before 2.00 PM on 26.08.2016** (The time and date of opening of the tenders)".

Please specify the make and model for item no. 1 and also attach relevant document/literature (if available) illustrating detail specification of the product.

Special instruction (if any) -----

## Annexure-II

### **DETAILED TECHNICAL SPECIFICATIONS & OTHER TECHNICAL DETAILS OF THE ITEMS AND SERVICES (SHOWN IN ANNEXURE-1)**

Item	Details	Quantity
Annual Reports of IISS, AICRP-NSP and ICAR Mega Seed Project	<ol style="list-style-type: none"><li>1. Size: 210 x 280 mm.</li><li>2. Paper quality of cover pages: 300gsm, high quality art sheet</li><li>3. Paper quality of text matter: 130 gsm, high quality art paper.</li><li>4. Cover &amp; Inner page printing: Four colours with scanning, designing, setting etc. of photographs and lamination. <p style="text-align: center;">Or</p>Cover &amp; Inner page printing: Four colour with scanning, designing, setting etc. of photographs and without lamination.</li><li>5. Text matter printing: Black &amp; White, setting of columns, figures, photographs and tables.</li><li>6. Binding: Stitching in book shape</li><li>7. Minimum 300-500 pages</li></ol>	150 copies
Technical Bulletin (s)	<ol style="list-style-type: none"><li>1. Size: 180 x 240 mm</li><li>2. Paper quality of cover page: 170 gsm, high quality art paper.</li><li>3. Paper quality of text matter: 80 gsm, high quality art paper.</li><li>4. Cover &amp; Inner page printing: Four colour with scanning, designing, setting etc. of photographs and lamination <p style="text-align: center;">Or</p>Cover &amp; Inner page printing: Four colours with scanning, designing, setting etc. Of photographs and without lamination.</li><li>5. Text matter printing: Black &amp; White in two colour/ Four colour with setting of columns, figures, photographs and tables.</li><li>6. Binging: Stitching in book shape.</li><li>7. Minimum 200-250 pages</li></ol>	150 copies
Newsletter	<ol style="list-style-type: none"><li>1. Size: 280x 210 mm</li><li>2. Paper quality: 170 gsm imported art paper.</li><li>3. Printing: Four colours with setting and scanning of columns, photographs, tables, figures etc.</li><li>4. Pasting: With good quality pasting material.</li><li>5. 5-10 pages of each copy</li></ol>	150 copies
File Folder	<ol style="list-style-type: none"><li>1. Folder size: Each block: 9"x12.5"</li><li>2. Executive pocket type file folder made of 300 gsm art board paper, multicolour printed both side with lamination on fron and back side</li><li>3. Quality of Paper: 130gsm good quality of Indian glazed paper.</li><li>4. Printing, setting, designing, scanning of photographs and typing of text material.</li></ol>	1000 copies



Envelop printing	<ol style="list-style-type: none"> <li>1. Size: A-4, 10 cm x 25 cm x 12.5 cm x 28 cm</li> <li>2. Paper quality: 130 -180 gsm</li> <li>3. Printing: Colour</li> <li>4. Laminated from inside on 250 gsm map litho paper with ICAR &amp; IISS name &amp; logo</li> </ol>	1000 envelop of each size
Hindi Patrika	<ol style="list-style-type: none"> <li>1. Size: 210 x 280 mm</li> <li>2. Paper quality of cover page: 270 gsm, high quality art sheet.</li> <li>3. Paper quality of text matter: 130 gsm, high quality art paper.</li> <li>4. Cover &amp; Inner page printing: Four colour with scanning, designing, setting etc. of photographs and lamination.</li> <li>5. Text matter printing: Two colour, setting of text in columns, figures, photographs and tables.</li> <li>6. Binding: Staple/pasting in book shape</li> <li>7. Minimum 125-150 pages</li> </ol>	150 copies
Note Pad	<ol style="list-style-type: none"> <li>1. Size: 8.5" x11" Custom designed note pad</li> <li>2. Cover page: 300 gsm art board</li> <li>3. Multicolour printed with 25 sheet of paper</li> <li>4. 75-80 gsm map litho white sheet with ICAR &amp; IISS logo</li> </ol>	100 copies
Letter Head	<ol style="list-style-type: none"> <li>1. A4 size /letter size pad on 85-100 gsm bond paper with ICAR &amp; IISS logo</li> <li>2. A4 size /letter size pad on 85-100 gsm maplitho/normal paper with ICAR &amp; IISS logo</li> </ol>	15 bunch
Leaf Let	<ol style="list-style-type: none"> <li>1. Size: 280x 210 mm</li> <li>2. Paper quality: 70 gsm imported art paper.</li> <li>3. Printing:Single/ Four colours with setting and scanning of columns, photographs, tables, figures etc.</li> <li>4. Pasting: With good quality pasting material.</li> <li>5. Minimum 5-10 pages</li> </ol>	100 copies

Note: Sample of various GSM paper/sheet mentioned for above publication may also be enclosed alongwith the tender.

## FORMAT OF PRICE QUOTATION

Item	Details	Rate for 150 copies	Extra 50 copies
Annual Reports of IISS, AICRP-NSP and ICAR Mega Seed Project	<b>Size: 210 x 280 mm.</b>		
	<b>Cover page</b> <ul style="list-style-type: none"> <li>➤ Paper quality of cover pages: 300gsm, imported high quality art paper</li> <li>➤ printing: Four colours with scanning, designing, setting etc. of photographs with lamination and with ICAR &amp; IISS logo</li> </ul>	Rs. ....	Rs. ....
	<b>Inner page (08 page set)</b> <ul style="list-style-type: none"> <li>➤ Paper quality of text matter: 130 gsm, high quality art paper. setting of columns, figures, photographs and tables.</li> <li>➤ Inner page printing Binding: Stitching in book shape.</li> </ul>	Rs. ....  <b>Per set of 08 page</b>	Rs. ....  <b>Per set of 08 page</b>
Technical Bulletin (s)	<b>Size: 180 x 240 mm</b>		
	<b>Cover page</b> <ul style="list-style-type: none"> <li>➤ Paper quality of cover pages: 170gsm, high quality art paper</li> <li>➤ printing: Four colours with scanning, designing, setting etc. of photographs with lamination and with ICAR &amp; IISS logo</li> </ul>	Rs. ....	Rs. ....
	<b>Inner page (08 page set)</b> <ul style="list-style-type: none"> <li>➤ 80 gsm, high quality art paper. setting of columns, figures, photographs and tables.</li> <li>➤ Inner page printing Binding: Stitching in book shape</li> </ul>	Rs. ....  <b>Per set of 08 page</b>	Rs. ....  <b>Per set of 08 page</b>

<b>Hindi Patrika</b>	<b>Size: 210 x 280 mm</b> <b>Cover Page</b> <ul style="list-style-type: none"> <li>➤ Paper quality of cover page: 300 gsm, high quality art paper.</li> <li>➤ Cover page printing: Four colour with scanning, designing, setting etc. of photographs, lamination and UV coating with ICAR &amp; IISS logo</li> </ul>	Rs. ....	Rs. ....
	<b>Inner page (08 page set)</b> <ul style="list-style-type: none"> <li>➤ Paper quality of text matter: 130 gsm, high quality art paper.</li> <li>➤ Text matter printing: four colour, setting of text in columns, figures, photographs and tables. Inner page printing, Paperback binding of the book</li> </ul>	Rs. .... <b>Per set of 08 page</b>	Rs. .... <b>Per set of 08 page</b>
<b>Newsletter</b>	<b>Size: 280x 210 mm</b> <ul style="list-style-type: none"> <li>➤ Paper quality: 170 gsm art paper.</li> <li>➤ Printing: Four colours with setting and scanning of columns, photographs, tables, figures etc. with ICAR &amp; IISS logo</li> <li>➤ Pasting: With good quality pasting material.</li> </ul>	Rs. ....	Rs. ....
<b>File Folder</b>	<b>Size: 9"x12.5"</b> <ul style="list-style-type: none"> <li>➤ Executive pocket type file folder</li> <li>➤ Quality of Paper: 300gsm best quality of art board paper.</li> <li>➤ Multicolour printed both side with lamination on front and back side with ICAR &amp; IISS logo</li> <li>➤ Printing, setting, designing, scanning of photographs and typing of text material with ICAR &amp; IISS logo and typing of text material</li> </ul>	Rs. ....	Rs. ....

<b>Envelop printing</b>	<p><b>Size: A-4, 10 cm x 25 cm 12.5 cm x 28 cm</b></p> <ul style="list-style-type: none"> <li>➤ Paper quality: 130 – 180 gsm map litho paper with ICAR &amp; IISS logo and typing text material.</li> <li>➤ A4 size laminated from inside on 250 gsm map litho paper with ICAR &amp; IISS logo and typing of text material.</li> </ul>	<p><b>Rs. ....</b></p> <p><b>(1000 envelop of each size)</b></p>	<p><b>Rs. ....</b></p> <p><b>(extra 100 envelop)</b></p>
<b>Note Pad</b>	<p><b>Size: 8.5"x11"</b></p> <ul style="list-style-type: none"> <li>➤ Cover made of 300 gsm art board paper</li> <li>➤ Multicolour printed with 30 sheets of 80 gsm maplitho white bond paper with ICAR &amp; IISS logo and typing of text material including paper &amp; printing, dye making and folding charge.</li> </ul>	<p><b>Rs. ....</b></p> <p><b>(100 copy)</b></p>	<p><b>Rs. ....</b></p> <p><b>(extra 50 copy)</b></p>
<b>Letter Head</b>	<p><b>Size: A4</b></p> <ul style="list-style-type: none"> <li>➤ 85-100 gsm bond paper with ICAR &amp; IISS logo and typing of text material including paper and printing</li> <li>➤ 85-100 gsm maplitho/normal paper with ICAR &amp; IISS logo and typing of text material including paper and printing.</li> </ul>	<p><b>Rs. ....</b></p> <p><b>(10 bunch)</b></p>	<p><b>Rs. ....</b></p> <p><b>(extra 10 bunch)</b></p>

<b>Leaf let</b>	<b>Size: 280 x 210 mm</b>  ➤ Paper 70 gsm art paper ➤ Printing single colour with setting, scanning of column, photograph, tables, figures including paper and printing ➤ Pasting with good quality pasting materials with ICAR & IISS logo and typing of text material	<b>Rs. ....</b>  <b>(500 copy)</b>	<b>Rs. ....</b>  <b>(extra 100 copy)</b>
-----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------	------------------------------------------------

**Grand Total: Rs.**

**Total in words:** .....

- Details of applicable VAT/S.T. to be paid extra and the current rate of the same.
- We agree to print the above goods & allied services. We confirm that the same and attached the relevant documents.
- (In case a tenderer desires to put some additional/modified stipulations, terms & conditions etc. the same may be clearly indicated).
- We confirm that our offer will remain valid or acceptance for.....days after the date of opening of tenders.

(Signature, name and designation of the authorized executive of the tendering firm)  
 For and on behalf of.....

**(Name and address of the tendering firm)**

(Seal & Sign of the tendering firm)

**Date:**  
**Place:**

**Annexure-IV**

**Firms data sheet**

A.

- 1. Name of the firm : .....
- 2. Address : .....
- : .....
- : .....
- 3. Phone No. : .....
- 4. Mobile No. : .....
- 5. Fax : .....
- 6. E-mail : .....
- 7. Contact Person : .....
- 8. Contact Person mobile No. : .....
- 8. VAT/ TIN No. of Firm. : .....

B. Basic details of the firms

- 1. Name of the Bank Account : .....
- (This should be same as name of the firm)
  
- 2. Bank with branch code : .....
- 3. Bank address : .....
- 4. Account No. : .....
- 5. Whether core banking facility is the bank branch:

**(Name and address of the tendering firm)**  
(Seal & sign of the tendering firm)

**PERFORMA FOR APPLICATION**

**Application of Printers for Printing Jobs etc.**

S. No.	Details of Printer/Firm/Company	
1.	Name of Printer/Firm/Company	
2.	Address: Registered Office-  Telephone No.:  Mobile No.:	
3.	Date of Incorporation/Establishment (Attach proof)	
4.	PAN No. (Attach copy)	
5.	VAT No. (Attach copy)	
6.	Provide details of clients for whom printing jobs carried out within the last three years (Attach work order)	
7.	Details of Earnest Money Deposit(EMD) Draft No., date, amount and issuing bank	
8.	Turnover of the printer/firm/company (Attach certified balance sheets) at least 3 years	
9.	Latest ITCC (Income Tax Clearance Certificate) attach copy	
10.	Please states whether business dealings with your firm presently stand banned by any Govt. /state/semi Govt. and, if so furnish relevant details	
11.	Kindly provide Name & Full Address of your banker with branch code, IFS code, MICR Code etc.	
12.	Certificate (Annexure-VII) compulsory attached on firm letter Head	
13.	Any other information	

I/We certify that the facts stated above are true and undertake to submit any other testimonials certificates whenever called for in support of our statement. This application will not in any way construe as our claim for empanelment.

Date:

**(Signature & Seal of Tenderer)**

## Annexure-VI

Please provide rate calculation based on rates quoted point wise as per tender price bid document for above items for the following requirement as per specification described below.

Name of item	Specification	Size	Quantity required	Estimated price
<b>Annual Report</b>	200 pages (including cover pages) Annual report, Paper quality of cover pages: 300gsm, imported high quality art paper Cover & Inner page printing: Four colours with scanning, designing, setting etc. of photographs with lamination and with ICAR & IISS logo, Paper quality of text matter: 130 gsm, high quality art paper. setting of columns, figures, photographs and tables. Binding: Stitching in book shape.	<b>210 x 280 mm</b>	<b>200 copies</b>	
<b>Technical Bulletin</b>	124 pages (including cover page) <b>Cover page</b> Paper quality of cover pages: 170gsm, high quality art paper Cover & Inner page printing: Four colours with scanning, designing, setting etc. of photographs with lamination and with ICAR & IISS logo, 80 gsm, high quality art paper. Setting of columns, figures, photographs and tables. Binding: Stitching in book shape.	<b>180 x 240 mm</b>	<b>200 copies</b>	
<b>Hindi Patrika</b>	124 pages (including cover page) <b>Cover page</b> Paper quality of cover page: 300 gsm, high quality art paper, Cover & Inner page printing: Four colour with scanning, designing, setting etc. of photographs, lamination and UV coating with ICAR & IISS logo, Paper quality of text matter: 130 gsm, high quality art paper. Text matter printing: four colour, setting of text in columns, figures, photographs and tables. Paperback binding of the book.	<b>210 x 280 mm</b>	<b>200 copies</b>	
<b>Newsletter</b>	10 pages Paper quality: 170 gsm art paper. Printing: Four colours with setting and scanning of columns, photographs, tables, figures etc. with ICAR & IISS logo Pasting: With good quality pasting material.	<b>280x 210 mm</b>	<b>200 copies</b>	

(Name and address of the tendering firm)  
(Seal & sign of the tendering firm)



**CERTIFICATE**

This is to certify that our firm ..... is dealing with various organization of Central/State Govt./ICAR Institutes from previous three years. We have fulfilled all the work/supply order of respective Department/ ICAR Institutes within time limit with satisfactory.

(Name and address of the tendering firm)  
(Seal & sign of the tendering firm)

**iekk i=**

iekf.kr fd;k tkrk gS fd gekjs QeZ eS lZ ----- ds }kjk  
fi Nys 03 o"kkā l s dlnz@jkt; ljdkj ds foHkUu dk; kZy; @ Hkkjrh; dfrk vud akku ifj"kn ds foHkUu  
l .Fkkuka dks viuh l ok; sfn; k tk jgk gA of.kZr o"kkā ds nksku dlnz@jkt; ljdkj ds foHkUu dk; kZy; @  
Hkkjrh; dfrk vud akku ifj"kn ds foHkUu l .Fkkuka l sikr l eLr dk; Zvknsk@d; vknsk dks fu; r l e;  
ea l rksktud : i l sijk@ifirZfd; k x; k gA

**ufonkdrkZ QeZ dk ule , oairkZ**  
gLrk{kj l hy l fgr