



दूरभाष : 01437-220177
फैक्स नं. 91-01437-220163
भा.कृ.अ.प.-केन्द्रीय भेड़ एवं ऊन अनुसंधान संस्थान
अविकानगर, तह0 मालपुरा, जिला-टोंक (राजस्थान) - 304501
ICAR-Central Sheep & Wool Research Institute
Avikanagar, Teh.Malpura, Dist.Tonk (Rajasthan) - 304501



क्रमांक: 6(180)एसपी/2008/पार्ट-प्रथम/

REGISTERED
दिनांक: 10.08.2015

The Advertisement Manager, Rajasthan Patrika, J.L.N. Marg, Jaipur (Raj)-	The Controller of Publication, Govt. of India, Department of Publication, Civil Lines, Delhi - 110054 E-mail : itj.dgcis@nic.in Fax No. 033-22486528
JAIPUR EDITION IN HINDI	DELHI EDITION IN HINDI

Subject : PUBLICATION OF NOTICE INVITING TENDER .

Dear Sir,

I am directed to request you to please arrange insertion of the enclosed **NOTICE INVITING TENDER** in your esteemed newspaper as per instructions given below.

- a) Date of Insertation : As early as possible
 - b) Edition : As above
 - c) Space : Minimum possible
 - d) Position : **NOTICE INVITING TENDER**
- Scheduled date should be adhered-to-strictly.
- Matter should be typed solid in the smallest type available with you so as to ensure that the space used in irreducible minimum.
- One copy of the newspaper should be sent immediately after insertion of the NOTICE INVITING TENDER.** Insertion will be rejected for bad print, errors omissions or other defects.
- Bill duly Pre-receipted (stamped) in triplicate in the name of the Director, CSWRI, Avikanagar be sent for arranging payment.** Voucher copy of the newspaper should be enclosed with the bill.
- Certificate to the effect that the rates charged in the bill are in accordance with the rates approved by DAVP, New Delhi, should be recorded on the bill. A copy of the rates approved by DAVP, New Delhi is enclosed with the bill.

If you cannot insert the matter with in the specified time due to one or other reason, it may be informed to this Institute immediately for our information.

नोट: कृपया हिन्दी/अंग्रेजी रूपान्तरण अपने स्तर पर करने का श्रम करें।

Yours faithfully,

Encl. As above:

Assistant Administrative Officer

Copy to:-

1. Admn-II Section
2. Audit Section
3. Store Section
4. Advertisement file No.6(187)SP/2008
5. Concerned Division / Sections for further necessary action
6. I/c AKMU for upload on Institute website & Public Procurement Portal please
7. All concerned file
8. All notice boards.

Assistant Administrative Officer



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निविदा सूचना

सचिव भारतीय कृषि अनुसंधान परिषद, नई दिल्ली की ओर से निदेशक, केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान, अविकानगर द्वारा पब्लिकेशन प्रिन्टिंग से संबंधित कार्य को रेट कोन्ट्रैक्ट के आधार पर करवाने के लिये सम्बन्धित पंजिकृत फर्मों से मुहरबन्द निविदायें आमन्त्रित की जाती हैं। निविदा सूचना से संबंधित विस्तृत विवरण, जानकारी, निविदा प्रपत्र, नियम व शर्तें आदि संस्थान की वेबसाईट www.cswri.res.in & www.eprocure.gov.in पर उपलब्ध है। इच्छुक निविदादाता संस्थान की वेबसाईट/सी.पी.पी. पोर्टल से निविदा प्रपत्र डाउनलोड करते हुये मय अमानत राशि के अन्तिम तिथि दिनांक 31.08.2015 को अपराह्न 01.00 बजे तक जमा करा सकते हैं।

सहायक प्रशासनिक अधिकारी

TENDER PORTION

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अविकानगर, तह0 मालपुरा, जिला-टोंक (राजस्थान) – 304501
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निमित्त _____

विषय- पब्लिकेशन प्रिन्टिंग से सम्बन्धित कार्य हेतु लिमिटेड टेण्डर/कोटेशन आमंत्रित करने बाबत।

महोदय,

उपरोक्त विषयान्तर्गत आपको सूचित किया जाता है कि सचिव भारतीय कृषि अनुसंधान परिषद, नई दिल्ली की ओर से निदेशक, केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान, अविकानगर में पब्लिकेशन प्रिन्टिंग से संबंधित कार्य को रेट कोन्ट्रैक्ट के आधार पर करवाने के लिय विभिन्न प्रिन्टिंग से सम्बन्धित पंजिकृत फर्मों से मुहरबन्द निविदायें आमन्त्रित की जाती है। जिसका विस्तृत विवरण, जानकारी, लिमिटेड टेन्डर/केटेशन प्रपत्र, नियम व शर्तें आदि संस्थान की वेबसाइट www.cswri.res.in & eprocare.gov.in पर उपलब्ध है।

अतः आपसे अनुरोध है कि इच्छुक निविदा/कोटेशनदाता संस्थान वेबसाइट www.cswri.res.in & eprocare.gov.in से लिमिटेड टेन्डर/कोटेशन प्रपत्र डाउनलोड करते हुए वांछित अमानत राशि एवं दस्तावेजों के साथ अंतिम तिथि दिनांक 31-08-2015 को अपरान्ह 1-00 तक जमा करा सकते हैं। प्राप्त निविदा/कोटेशनों को उसी दिन अपरान्ह 3-00 बजे समक्ष अधिकारी महोदय द्वारा गठित समिति द्वारा उपस्थित निविदा/कोटेशन प्रस्तुत कर्ताओं के समक्ष खोला जावेगा।

निर्धारित तिथि व समय के उपरान्त प्राप्त लिमिटेड टेन्डरों/कोटेशनों पर विचार नहीं किया जावेगा और नाही किसी भी प्रकार की देरी के लिए संस्थान जिम्मेदार होगा।

भवदीय,

(आर0ए0 साहू)
सहायक प्रशासनिक अधिकारी (क्रय)



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क्रमांक: 6(180)एसपी / 2008 / पार्ट-प्रथम /

दिनांक: 10.08.2015

To,

Subject:- Limited Tender/ Quotation for Rate Contract of Publication Printing work.

Dear Sir,

We have requirement of the goods & services as indicated below, tender/quotation for which will be opened as per mentioned below (dates) and you are invited to submit your most competitive quotation for the same. All the relevant details are given below:-

SPECIFICATION OF PUBLICATION / PRINTING JOBS BY DIFFERENT PRINTING PROCESS AND SUPPLY OF PRINTING & BINDING MATERIALS ETC.

(Rates should be quoted on the basis of the pro-forma only, correction and overwriting on rates should be avoided and if any, these should be dully signed. Statement like " At scheduled rates" At actual cost" and "As decided by " etc. should strictly be avoided).

A- TITLE OF JOBS: CSWRI Publications by offset Printing

- | | | | | |
|----|---|------------------|---------------------------------|-----------------------------------|
| a) | Annual report 23" x 36"/8 | | | |
| b) | Newsletter/Research Monograph/Information bulletins 20" x 30"/8 | | | |
| c) | Brochure 23" x 36"/8 | | | |
| d) | Folder/handbooks 23"x36"/16 | | | |
| 1. | Composing charges (3+1 copies): Manuscript would be given as a hard copy & in a floppy / CD | | | |
| | | 23"x36"/8 | 20"x30"/8 | 23"x36"/16 |
| a) | Page setting of Text/Tabular matter & Print out (Planning) | Rs..... | Rs..... | Rs..... |
| b) | Page setting of composed matter & print-out | Rs..... | Rs..... | Rs..... |
| c) | Scanning of line/multicolour halftone with text typing/setting for colour Xerox | Paper
Rs..... | <u>Bromide paper</u>
Rs..... | <u>Additional copy</u>
Rs..... |
| 2. | Processing charges per sq. inch | <u>Master</u> | <u>Negative</u> | <u>Positive</u> |
| a) | Text/tabular matter | Rs..... | Rs..... | Rs..... |
| b) | Four colour Processing including text composing & setting, designing, scanning | | | |

	of line/ multi colour half tone/ reverse & super imposing	X	X	Rs.....													
c)	Scanning & Col. Processing for every additional colour beyond 4 colour	X	X	Rs.....													
3.	a) Printing & Plate making charges (per side per colour) PS Plate	1st 500 copies		additional 500 copies													
	i) Per form of 23"x36"/20"x30"	Rs.....		Rs.....													
	ii) Per form of 18"x23"/15"x20"	Rs.....		Rs.....													
	b) Printing by Mini offset	1st 500 copies		additional 500 copies													
	i) Rate per form of 18"x23"/15"x20"	Rs.....		Rs.....													
	ii) Rate per form of 11"x18"/10"x15"	Rs.....		Rs.....													
4.	a) Cover printing & plate making charges (per colour per side) for offset jobs by: Per sensitized plate (PS)	1st 500 copies		additional 500 copies													
	b) Cover printing with master by mini offset printing	1st 500 copies		additional 500 copies													
5.	Binding (including collecting stitching/ sewing and cover pasting etc), (Gross binding, Glue Binding:	1st 500 copies		additional 500 copies													
	i) Annual Report/Compendium 151-200 pages	Rs.....		Rs.....													
	ii) Report 101-150 pages	Rs.....		Rs.....													
	iii) Report 50 - 100 pages	Rs... ..		Rs.....													
	iv) Research Monograph 50-100 pages	Rs.....		Rs.....													
	v) Bulletins / handbook 24-40 pages	Rs.....		Rs.....													
	vi) Pamphlets/Bulletins/booklet 4-24 pages	Rs.....		Rs.....													
	vii) News letter 12-16 pages	Rs.....		Rs.....													
	viii) Additional form of 8 pages or part	Rs.....		Rs.....													
	ix) Additional form of 4 pages or part	Rs.....		Rs.....													
	x) Side/ center stitching of small bulletin	Rs... ..		Rs.....													
	xi) Hard bound with jacket per book/report																
	a) Upto 100 pages	Rs.....		Rs.....													
	b) Upto 150 pages	Rs.....		Rs.....													
	c) Upto 200 pages	Rs.....		Rs.....													
7.	Lamination per sq. inch	Rs.....		Rs.....													
8.	a) Paper for text	<table border="0" style="width: 100%; text-align: center;"> <tr> <td colspan="3">20"x30"</td> <td colspan="3">23" x 36"</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">70 gsm</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">80gsm</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">90gsm</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">70gsm</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">80gsm</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">90gsm</td> </tr> </table>		20"x30"			23" x 36"			70 gsm	80gsm	90gsm	70gsm	80gsm	90gsm		
20"x30"			23" x 36"														
70 gsm	80gsm	90gsm	70gsm	80gsm	90gsm												
	i) Map litho per ream of 500 sheets	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....										
	ii) Super print per ream of 500 sheets	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....										
	-do-	20"x30"/100 gsm	Rs.....	23"x36"/100 gsm	Rs.....												

iii)	20"x30"			23" x 36"		
Indian Art paper per	100gsm	120 gsm	135gsm	100gsm	120 gsm	135gsm
per ream of 500 sheets	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....
iv) Imported Art paper per						
ream of 500 sheets(Japani/Mango/Yuko make)						
a) (Plain gloss	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....
b) (Mat finish)	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....
b) Paper for cover <u>22"x28"/225</u> <u>22"x28"/255</u> <u>22"x28"/300</u> <u>23"x36"/255</u> <u>23"x36"/300</u>						
i) Indian Card sheet per						
packet of 100 sheets	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....
ii) Imported Art Card per						
packet of 100 sheets	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....	Rs.....

Note:

1. Rate(s) should be quoted as per size & weight of paper only. If the paper & job is not received as per specification, the job shall be rejected or necessary deduction shall be made in the bill as a whole or part of spoilage/damaged.
2. At least two galley proofs are required to be got checked at CSWRI, Avikanagar by the firm.
3. The press should have the colour printing facility and it should be of the best quality.

Terms & Conditions:

- 1 i) **Bid Security/Earnest money:** The bidder shall furnish Bid Security/EMD for Rs. 5,000/- alongwith its bid. The Bid Security shall be furnished in the form of DD in favour of ICAR UNIT CSWRI payable at S.B.B.J., Malpura (10088) Dist. Tonk (Raj.) The tender may not be considered if the earnest money is not sent with the tender. No request for transfer of any previous deposit of earnest money will be entertained. The Bid Security shall be valid for a period of 120 days beyond the validity period of the bid.

It is understood that the tender document has been issued to the tenderer/Quotationer and the tenderer/ Quotationer is being permitted to tender in consideration of the stipulation on his part that after submitting his tender he will not resale from his after or modify the terms and conditions thereof. Should the tenderer/quotationer fail to observe/comply with the foregoing stipulation, the aforesaid amount will be forfeited to the ICAR. In the event of the offer made by the tenderer not being accepted the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same in the manner prescribed by the ICAR.

Bid Security/Earnest Money of a Bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the Bid in any respect within validity period.

- ii) **Terms of delivery :** Delivery at Site CSWRI, Avikanagar
- iii) **Delivery Period for goods:** Immediately or Within one month from the signing of the contract
- iv) **Erection/installation and commissioning** are to be completed within 15 days of delivery of goods at site.
- v) **Terms of Inspection by the purchaser's representative:** at CSWRI, Avikanagar after receipt of supply of goods/printing material.

vi) **Training of purchaser's operator(s) for operation the goods ordered, as and if necessary:**
This Institute operator(s) is/are to be trained for a period of ----- weeks/days at purchaser's premises/supplier's premises successfully operating the goods purchased. The training shall be completed by -----

vii) **Price structure:**

- a. The ICAR Research Institutes are exempted from Excise and Customs Duties on Research Consumables, vide Notification No. 10/97-CE dated 01.03.1987 (as amended by 16/07-CE) and Notification No. 51/96- Customs respectively. However, for the ICAR Institutes to avail the aforesaid Duty Exemption benefits, the Prices are required to be quoted by Manufacturers preferably on Ex-Works basis, without including any Excise/Customs Duty component. Freight & Transit Insurance are required to be quoted extra, as per actual, for insured transportation from Ex-Works to Destination.
- b. Alternatively, however, the Authorized Dealers/Retailers may quote their most competitive FOR prices, with maximum possible Dealer's Special Discount.
- c. **The rates and prices quoted shall be in Indian Rupees only.**
- d. 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, Sales Tax as legally and contractually leviable, will be quoted separately by indicating the nature and the current rate of Sales Tax, as applicable at the time of quoting. The Sales Tax will be paid extra at actual at the time of supply, provided the transaction of sale is legally liable to States Tax and the amount of the Sales Tax is contractually payable. If the supplier in its quotation does not ask for Sales Tax extra, the same shall not be paid even if it asks for the same at a later date.
- e. 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"
- f. For Imported items the rate should be quoted on FOB basis and CIF basis separately. The rate of custom duty in terms of percentage of exact amount must be shown for each item. The packing forwarding, loading, unloading and other incidental charges by whatever name they may be known should be quoted/shown separately otherwise it will be presumed that rate quoted are inclusive of all charges.

viii) **Receipt of goods & Terms of payment:**

- a. **Payment term for supply of goods:** Immediately, on receiving the goods at site the purchaser will verify the quantities of the items supplied/ printing material as specified in the delivery challan of the and issue a provisional receipt accordingly. If the goods/ printing material supplied do not require erection/ installation and commissioning at site, the purchaser, within three 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 30 working days of receipt of supplier's invoice purchaser's receipt certificate and other accompanying documents, provided the same are in order.

While claiming reimbursement for Sales Tax, the supplier shall furnish following certificate duly dated and signed, on its bill

“Certified that the goods on which Sales Tax has been charged have not been exempted under the Central Sales Tax Act or State Sales Tax Act or the rules made there under and the charges on account of Sales Tax on these goods are correct under the provisions of that Act or the Rules made there under.

‘Certified further that we are registered as dealers for the purpose of Sales Tax in the State of _____ under registration number _____. We further confirm that the amount of Sales Tax shown in the bill against this contract is correct in terms of above proviso’.

b. Payment for training of purchaser’s operators (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, 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 seven working days of receipt of supplier’s invoice provided the invoice and the accompanying documents are in order.

ix) Paying Authority:

Director/Finance & Accounts Officer, Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Rajasthan)

x) Liquidated Damage Clause:

If any time during the performance of 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 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 in 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 percent) of the contract price of the delayed goods or services).

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.

xi) Warranty Clause:

a. The warranty shall remain valid for a minimum period of 12 months after the goods have been delivered and installed and accepted by the purchaser in terms of contract. The purchaser shall promptly notify the supplier in writing of any claim arising under this warranty. Upon receipt of such notice, the supplier shall, with all reasonable speed repairs or replaced the defective goods free of cost at the ultimate destination. The supplier shall take over the replaced goods at the time of their replacement. No claim whatsoever shall lie on the purchaser for the replaced goods hereafter. Manufacturer’s warranty clause may also be indicated if it is more than 12 months.

- b. In the event of any correction of a defect or replacement of any defective material during the period of warranty, the warranty for the replaced material shall be extended to a further period of 12 months from the date, such replaced material starts functioning to the satisfaction of the purchasers.
- c. If the supplier, having been notified, fails to replace the goods within a reasonable period of 15 days, the purchaser may proceed to take such remedial action as may be necessary at the suppliers risk and expenses and without prejudice to any other rights, which the purchaser may have against the supplied, under the contract.

xii) Performance Security Money: Within twenty one days after the issue of notification of award/purchase order, the supplier shall furnish performance security to the purchaser for an amount equal to 10% of the value of the contract in the form of Account Payee demand Draft drawn in favour of ICAR UNIT CSWRI payable at SBBJ, Malpura (10088) or FDR valid up to sixty days after the date of completion of all contractual obligations by the supplier, including warranty obligations and will to sign an agreement before execution of work. In case of imported items, L.C. will generally be opened on 90% for FOB value and balance 10% will be paid in Indian Rupees. The Indian agent should be registered with the DGS&D and copy of registration should be enclosed alongwith tenders. In the event of non-deposition of the same, the earnest money will be forfeited. The Performance security will be refunded only after six month of successful completion of contract/warranty and no interest on security and earnest money deposit shall be paid by the Institute to the tenderer.

xiii) Quality of Supply of Equipment: The Quality of Equipment to be supplied must be such that the time period between their Date of Manufacture and their Date of supply is ensured to be minimum possible and, in any case, not more than maximum 2 months.

xiv) Transit Insurance: The purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire stores contracted arrived in good condition at destination.

xv) Dispute Resolution Mechanism

If any dispute or difference arises between the purchase and supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussion. 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/Director CSWRI 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 (CSWRI, Avikanagar), from where the contract is issued.

2. SIGNING OF TENDER:

- (a) The tender is liable to be ignored if complete information is not given therein or the particulars and date, if any, asked for in the schedule to the tender are not fully filled in. Specific attention must be paid to delivery dates and also to the general condition of the contract would be governed by them.
- (b) Individual signing the tender or other documents connected with the contract must specify whether he sign as:
 - (i) A sole proprietor of the firm or constituted attorney of such sole proprietor.
 - (ii) A partner of the firm if it be a partnership, in which case he must have authority to refer to arbitration dispute concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney.
 - (iii) Constituted attorney of the firm if it is a company.
 - (iv) Each page of the tender, schedule to tender and annexure, if any, should be signed by the tenderer.

3. **OENING OF TENDERS:**

You are at liberty to be present or authorise your representative to be present at the opening of the tender at the time and date as specified in the schedule. The name and address of the representative who would be attending to opening of the tender on your behalf should be indicated in your tender. Please also state the name and address of your permanent representative. If any.

4. **SAMPLES:**

Tender samples are required duly sealed under cover only. **Quotation/tender without samples when specifically called for are liable to be ignored** When sealed pattern are mentioned in the schedule to tender specification. Certified sample thereof, may be seen at the place stated in the schedule to tender and should be examined by a competent person on your behalf. (who should take this invitation with him) before the tender is submitted.

5. **PACKING:**

Unless a method of packing is indicated in the specification or in the schedule to the tender for the method of packing which the contractor proposes to employ must be described in the schedule to tender form.

6. **RIGHT OF ACCEPTANCE:**

This office does not pledge itself to accept the lowest or any tender and reserves itself the right of accepting the whole or any part of the tender or portion of the quantity offered and you shall supply the same at the rates quoted. You are liberty to tender for the whole or any portion or the state in the tender that the rate quoted applies only if the entire quantity is taken from you.

7. **You are also required to fulfill 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, services as specified in the List of requirement, without any change in the unit price or other terms & conditions.
- b) **Please furnish a certified copy of your latest ITCC(Income Tax Clearance Certificate)**
- c) **Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.**
- d) **Please state whether business dealing with you presently stand banned by any Govt. organization, and, if so, furnish relevant details.**
- e) **A supplier shall not submit more than one quotation for the same set of goods.**
- f) **A supplier shall at all times indemnify 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) The quotation(s) as well as the contract shall be written in English language. All the 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 and 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 120 days after the specified date of opening of the offers.
- j) The successful bidder will have to deposit Performance Security equal to 10% of the ordered value of Goods, in the shape of Demand Draft in favour of ICAR Unit CSWRI, Avikanagar payable at S.B.B.J. (10088) Malpura.
8. The quotation shall be sealed in an envelope. The envelope shall be addressed to **DIRECTOR CSWRI, AVIKANAGAR** and should also bear the **Tender enquiry F. No. 6(180)एसपी/2008/पार्ट-प्रथम/ Limited Tender for rate contract of publication printing work** and the words “ DO NOT OPEN BEFORE 31.08.2015 at 3.00 PM” (* The time and date of opening of the tenders). This envelopes should them 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 one hour before the time and date of opening of tenders. The supplier may also hand deliver 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.
9. 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 & marked and/or sent as above .
10. The tenders, which are received on time (as per above), will be opened at purchaser's at 3.00 P.M. on as per mentioned in the tender (dates). The purchaser will open the tenders in the presence of the tenderers' duly authorized representatives, who choose to attend the tender opening.
11. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared & signed and meet the required terms, conditions, specification etc. The purchaser will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated price.
12. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annual 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 tenderers.
13. Tenders are bound to accept order for additional quantity at the rate quoted only if order is placed on them within one year from the date of issue of acceptance of tender.
14. In case the tenderer wants to furnish in a separate covering letter any additional information/particulars of quoted conditions (e.g. those relating to allowance, discount and rebate etc.) which cannot be accommodated in the tender form by means of a note. Indication to the effect must be mentioned in the tender form. In the absence of such indication in the tender form, the contents of the covering letter will be ignored in consideration of tender.
15. The rate for the items required in accordance to the specifications mentioned in the tenders will only be considered otherwise the same will be rejected.
16. A sample of the item should be first got approved before supply of the entire quantity.
17. 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-
- 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 record.
18. **In order to make e payment the following information is required to be depicted in the quotation letter:**
- 1. Name of the Organization/Supplier/Contractor with full address.**
 - 2. Name of Bank, Branch Code with full address**
 - 3. Account Number & Type of Account.**
 - 4. IFSC Code (Indian Financial System Code)**

Assistant Administrative Officer

BID FORM AND PRICE SCHEDULES

To

Date.....

The Director
Central Sheep & Wool Research Institute
Avikanagar Tehsil Malpura Distt. Tonk (Rajasthan) 304501

Ref:- Your bidding documents No..... dated.....

Having examined the above mentioned bidding documents, including agenda Nos.....(if any), the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver equipments/items mentioned in Part-1 of Schedule of requirements in conformity with the said bidding documents for the sum as shown in the price schedules, attached herewith and made part of this bid.

We undertake if our bid is accepted, to deliver the goods and complete the services in accordance with the delivery schedule specified in the **Schedule of requirements** after fulfilling all the applicable requirements incorporated in the above referred bidding documents.

If our bid is accepted, we will provide you with performance security as per the instructions specified in GCC clause 7 and in a form acceptable to you in terms of GCC clause 7.5 for a sum equivalent to 10% (ten percent) of the contract price for the due performance of the contract.

We agree to abide by this bid for the bid validity period specified in the ITB clause 15(read with modification, if any, in the Bid Data Sheet) or for the subsequently extended period, if any, agreed to by us and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed this bid together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this..... day
of.....2015.....

Signature
(in the capacity of)
Duly authorized to sign bid for and on behalf of)

**SCHEDULE TO TENCER & TECHINICAL SPECIFICATION
AND QUALITY CONTROL REQUIREMENTS**

Earnest/Bid Security : 5,000/- (As per mentioned in the Limited tender)

Date & Time of Receipt of tender : 31.08.2015 up to P.M. 1.00 PM

Date & Time of Opening of Tender : 31.08.2015 at 3.00 P.M.

The tender shall remain open for acceptance till: 120 days from the date of opening

Item No.	Description of goods & Specification

Signature of tenderer
With seal

TECHNICAL EVALUATION STATEMENT

S.No.	Institute specification	Specification quoted by the firm	Fulfil, not or batter

Signature of tenderer
With seal

ICAR-CENTRAL SHEEP & WOOL RESEARCH INSTITUTE
Avikanagar, Tehsil Malpura, Distt. Tonk (Rajasthan) 304501

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. IN CASE A QUESTION DOES NOT APPLY TO A BIDDER, THE SAME SHOULD BE ANSWERED WITH THE REMARK “NOT APPLICABLE”. BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND/OR ARE EVASIVE THE BID WILL BE LIABLE TO BE IGNORED.

1. Bid No..... Date for bid opening on.....
2. Offer is open for acceptance
3. Brand of goods offered :
4. Name & address of manufacturer :
5. Station of Manufacturer. :
6. What is your permanent Income: :
Tax A/C No.
7. Confirm whether you have attached your latest/current ITCC or certified photocopy thereof.
8. Status :
 - (a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS&D) for the item(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.
 - (b) Are you a small scale unit currently registered with the National Small Industries Corporation (NSIC) under Single Point Registration Scheme for the items(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.
 - (c) If you are not registered either with NSIC or DGS&D, please state whether you are currently registered with Directorate of Industries of the State Government concerned. If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.
 - (d) Are you registered under the Indian Companies Act, 1956 or any other Act? Please attach certified copy (copies) of the relevant registration certificate(s) in confirmation to you above answer(s).

9. Please indicate

Name & Full address of your Banker(s):

1. Whether you are :

i) Manufacturer of the goods quoted; or

ii) Manufacturer's authorized agent for those goods.

2. State whether business dealings with you have been currently banned by any Ministry/Deptt. Of Central Govt. or any State Govt.

Signature of Witness

Name & address of Witness

Signature of Bidder

Full name, designation & address of
the person signing above For and on
behalf of Messrs.

.....

Name & address of bidding firm)

FORMAT OF PRICE QUOTATION

SPECIFICATION OF PUBLICATION / PRINTING JOBS BY DIFFERENT PRINTING PROCESS AND SUPPLY OF PRINTING & BINDING MATERIALS ETC.

(Rates should be quoted on the basis of the pro-forma only, correction and overwriting on rates should be avoided and if any, these should be duly signed. Statement like " At scheduled rates" " At actual cost" and "As decided by " etc. should strictly be avoided).

A- TITLE OF JOBS: CSWRI Publications by offset Printing

a)	Annual report 23" x 36"/8			
b)	Newsletter/Research Monograph/Information bulletins 20" x 30"/8			
c)	Brochure 23" x 36"/8			
d)	Folder/handbooks 23"x36"/16			
1.	Composing charges (3+1 copies): Manuscript would be given as a hard copy & in a floppy / CD			
		23"x36"/8	20"x30"/8	23"x36"/16
a)	Page setting of Text/Tabular matter & Print out (Planning)	Rs.....	Rs.....	Rs.....
b)	Page setting of composed matter & print-out	Rs.....	Rs.....	Rs.....
c)	Scanning of line/multicolour halftone with text typing/setting for colour Xerox	Paper Rs.....	<u>Bromide paper</u> Rs.....	<u>Additional copy</u> Rs.....
2.	Processing charges per sq. inch	<u>Master</u>	<u>Negative</u>	<u>Positive</u>
a)	Text/tabular matter	Rs.....	Rs.....	Rs.....
b)	Four colour Processing including text composing & setting, designing, scanning of line/ multi colour half tone/ reverse & super imposing	X	X	Rs.....
c)	Scanning & Col. Processing for every additional colour beyond 4 colour	X	X	Rs.....
3.	a) Printing & Plate making charges (per side per colour) PS Plate	1st 500 copies		additional 500 copies
	i) Per form of 23"x36"/20"x30"	Rs.....		Rs.....
	ii) Per form of 18"x23"/15"x20"	Rs.....		Rs.....
	b) Printing by Mini offset	1st 500 copies		additional 500 copies
	i) Rate per form of 18"x23"/15"x20"	Rs.....		Rs.....
	ii) Rate per form of 11"x18"/10"x15"	Rs.....		Rs.....
4.	a) Cover printing & plate making charges (per colour per side) for offset jobs by:	1st 500 copies		additional 500 copies
	Per sensitized plate (PS)	Rs.....		Rs.....
	b) Cover printing with master by mini offset printing	1st 500 copies		additional 500 copies
		Rs.....		Rs.....

5.	Binding (including collecting stitching/ sewing and cover pasting etc), (Gross binding, Glue Binding:	1st 500 copies	additional 500 copies
	i) Annual Report/Compendium 151-200 pages	Rs.....	Rs.....
	ii) Report 101-150 pages	Rs.....	Rs.....
	iii) Report 50 - 100 pages	Rs... ..	Rs.....
	iv) Research Monograph 50-100 pages	Rs.....	Rs.....
	v) Bulletins / handbook 24-40 pages	Rs.....	Rs.....
	vi) Pamphlets/Bulletins/booklet 4-24 pages	Rs.....	Rs.....
	vii) News letter 12-16 pages	Rs.....	Rs.....
	viii) Additional form of 8 pages or part	Rs.....	Rs.....
	ix) Additional form of 4 pages or part	Rs.....	Rs.....
	x) Side/ center stitching of small bulletin	Rs... ..	Rs.....
	xi) Hard bound with jacket per book/report		
	a) Upto 100 pages	Rs.....	Rs.....
	b) Upto 150 pages	Rs.....	Rs.....
	c) Upto 200 pages	Rs.....	Rs.....
7.	Lamination per sq. inch	Rs.....	Rs.....
8.	a) Paper for text	<u>20"x30"</u>	<u>23" x 36"</u>
		<u>70 gsm 80gsm 90gsm</u>	<u>70gsm 80gsm 90gsm</u>
	i) Map litho per ream of 500 sheets	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	ii) Super print per ream of 500 sheets	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	-do-	20"x30"/100 gsm Rs.....	23"x36"/100 gsm Rs.....
	iii)	<u>20"x30"</u>	<u>23" x 36"</u>
	Indian Art paper per	100gsm 120 gsm 135gsm	100gsm 120 gsm 135gsm
	per ream of 500 sheets	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	iv) Imported Art paper per ream of 500 sheets(Japani/Mango/Yuko make)		
	a) (Plain gloss	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	b) (Mat finish)	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	b) Paper for cover	<u>22"x28"/225</u> <u>22"x28"/255</u> <u>22"x28"/300</u>	<u>23"x36"/255</u> <u>23"x36"/300</u>
	i) Indian Card sheet per packet of 100 sheets	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....
	ii) Imported Art Card per packet of 100 shets	Rs..... Rs..... Rs.....	Rs..... Rs..... Rs.....

Note:

- 1. Rate(s) should be quoted as per size & weight of paper only. If the paper & job is not received as per specification, the job shall be rejected or necessary deduction shall be made in the bill as a whole or part of spoilage/damaged.**
- 2. At least two galley proofs are required to be got checked at CSWRI, Avikanagar by the firm.**
- 3. The press should have the colour printing facility and it should be of the best quality.**

Details of Sales Tax/Service Tax to be paid extra, if applicable:
Current rate of the same, if applicable:

Bank Account No. :; Bank's Name:; Branch Code No.:;
SWIFT/IFSC Code No.: (For E-Payment, if desired)

We agree to supply the above goods & allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

We confirm that we agree to all other terms & conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case the 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 for acceptance for 120 days after the date of opening of tenders.

Signature

Name _____

Designation _____

of the authorized executive of the tendering firm)

For and on behalf of _____

Name _____

Address _____

With seal of the tendering firm)

Date:

Place:

**PRICE SCHEDULE FOR DOMESTIC GOODS OR
GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA**

S.No.	Particulars	
1.	Schedule No.	
2.	Item description	
3.	Country of Origin	
4.	Accounting Unit and Quantity	
5.	Price per Unit	
	(a) Ex-factory/Ex-Warehouse/ Ex-Showroom off the shelf	
	(b) Excise Duty, if any	
	(c) Packing and forwarding	
	(d) In-land transportation	
	(e) Insurance other duties and taxes, If any (other than sales tax) and incidental costs	
	(f) Incidental service (including supervision)	
6.	Overall Unit Price (a+b+c+d+e+f)	
7.	Total Price (4x6)	
8.	Sales Tax/Service Tax payable, if contract is awarded	

Place:

Date:

Signature of bidder

Name

Business address

Note:

- i. In case of discrepancy between unit price and total price, the unit price shall prevail.
- ii) If nothing to the contrary to this effect is mentioned under Section V (Technical Specification and Quality Control Requirements), the bidder shall give list of spare parts for two years operation separately indicating description, quantity, unit price and total price in the above format for those items whose scope of supply includes spare parts as per 'Technical Specifications' give in Section V.