

No. EdCIL/Admin./HESPIS/2013-14

24 February, 2015

M/s

Subject: Designing & Printing of 200 copies of "AISHE- Instructional Manual" and 100 copies of "Indian Standard Classification of India (INSECD)- 2014 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 two nos. of Report "AISHE- Instructional Manual" **and** Indian Standard Classification of India (INSECD)- 2014 for one of the MHRD project under TSG-HESPIS project. The tentative specifications of the reports are given below:-

Report No. 1: AISHE-Instructional Manual

Name of publication	No. of copies Required	Inside pages (black & White)	Inside pages (Colour)	Total Pages (including cover)
All India Survey on Higher Education- Instructional Manual)	200	47	130	181

Summary: Total : 177 pages + 4 cover page = 181

Contd. 2/-

Specification for Report No. 1

Specification for Cover Pages	Specification for Inside Pages	Single Page Prints
<ul style="list-style-type: none"> • 300 GSM Art Glossy paper with lamination • Multicolor printing • Fine Lamination • Perfect Binding (No Loose papers) 	<p>100 GSM Art Glossy paper</p> <p>Booklet Size A4</p> <p>Fine Cutting & finishing</p> <p>Printing should be done on clear white paper</p>	<p>- ALL INDIA SURVEY ON HIGHER EDUCATION - DATA CAPTURE FORMAT – I (Pg -132)</p> <p>-ALL INDIA SURVEY ON HIGHER EDUCATION - DATA CAPTURE FORMAT – II (Pg -145)</p> <p>-ALL INDIA SURVEY ON HIGHER EDUCATION –DATA CAPTURE FORMAT – III (Pg -156)</p> <p>-ALL INDIA SURVEY ON HIGHER EDUCATION - OTHER MINORITY TYPE DATA CAPTURE FORMAT (Pg -172)</p> <p>-All other pages will be back to back print</p>

Report No. 2: Indian Standard Classification of India (INSCED)- 2014

Name of publication	No. of copies Required	Inside pages (black & White)	Inside pages (Colour)	Total Pages (Including cover)
Indian Standard Classification of India (INSCED)-2014	100	4	122	130

Summary: Total : 126 pages + 4 cover page = 130

Specification for Report No. 2

Specification for Cover Pages	Specification for Inside Pages
<ul style="list-style-type: none">• 300 GSM Art Glossy paper with lamination• Multicolor printing• Fine Lamination• Perfect Binding (No Loose papers)	<ul style="list-style-type: none">• 100 GSM Art Glossy paper• Index (page) & Acknowledgement (page) on Single page• All other pages will be back to back print• Booklet Size A4• Fine Cutting & finishing <p>Printing should be done on clear white paper</p>

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. Price Bid as per Annexure- I & Annexure – II.
2. Letter of acceptance to the terms and conditions of the NIQ.
3. 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).
4. 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.

Contd. 4/-

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.

Contd. 5/-

11. The quotation for printing of the "AISHE- Instructional Manual" and Indian Standard Classification of India (INSECD)- 2014" in the enclosed prescribed Performa as per specifications given above may please be sent to us in a sealed cover enclosing Annexure-I & II along with empanelled certificate with DAVP, bid superscriber of **"Quotation for designing & printing of "AISHE- Instructional Manual" and Indian Standard Classification of India (INSECD)- 2014" 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 10/03/2015**. The quotation/tender received after the due date will not be entertained.
12. Sealed tender received up to **15.00 hours on 10/03/2015** will be taken up for opening. Tender received after the specified date and time will not be accepted. Ed.CIL reserves the right to disqualify any or all of the tenders in case it is not satisfied with the documents furnished or otherwise without assigning any reasons thereof. The bids will be **opened up on the same day i.e on 10/03/2015 at 16.00 hrs** before the evaluation committee and the bidders in the office premises at **EdCIL (India) Limited, Sector 16A, Plot 18A, NOIDA – 201 301**.
13. 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).
14. 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 notices in the event of your services are not being found satisfactory.
15. 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 below mentioned 200 copies of report	Copy to be printed	Cost Per copy (Rs.)	Total cost excluding taxes (Rs.)	Taxes	Remarks
All India Survey on Higher Education-Instructional Manual)	200				
-Booklet Size A4 -Pages of report as mentioned on page no. 1, Report 1. -300 GSM Art Glossy paper with lamination -Multicolor printing -Fine Lamination -Perfect Binding (No Loose papers) -100 GSM Art Glossy paper -Fine Cutting & finishing -Total Processing & Printing: as per mentioned on Report No. 2 & Table B -Printing should be done on clear white paper	Total -181 pages including cover (47 B/W and 134 Colour)				

Additional & Differential Charges

± 4 pages multi colour @Rs. _____

± 4 pages two color colour @Rs. _____

± 4 pages B/W @ Rs. _____

ANNEXURE - II

PRICE SCHEDULE

[As per specification given in Table 'B']

Specification for printing of below mentioned 100 copies of report	Copy to be printed	Cost Per copy (Rs.)	Total cost excluding taxes	Taxes	Remarks
Indian Standard Classification of India (INSCED)-2014	100				
-Booklet Size A4 -Pages of report as mentioned on page no. 2, Report 2. -Cover page Thickness: 300 GSM Art Glossy paper with lamination -Multicolor printing -Fine Lamination -Perfect Binding (No Loose papers) -Inner Page thickness: 100 GSM Art Glossy paper -Total Processing & Printing: as per mentioned on Report No. 2 & Table B -Fine Cutting & finishing -Printing should be done on clear white paper	Total 130 pages including cover 4 pages B/W and 126 pages colour				

Additional & Differential Charges

± 4 pages multi colour @Rs. _____

± 4 pages two color colour @Rs. _____

± 4 pages B/W @ Rs. _____