



भाकृअनुप-विवेकानन्द पर्वतीय कृषि अनुसंधान संस्थान, अल्मोडा-263601 (उत्तराखण्ड)
ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263601 (Uttarakhand)
(भारतीय कृषि अनुसंधान परिषद / Indian Council of Agricultural Research)
(कृषि अनुसंधान एवं शिक्षा विभाग / Department of Agricultural Research & Education)
(कृषि एवं किसान कल्याण मन्त्रालय, भारत सरकार)
(Ministry of Agriculture and Farmers Welfare, Government of India)



ISO 9001:2015

No: 6-585/2017-18/Admn.III/ 4188

Dated 23.12.2017

Subject : Retender for Printing of Institute Publications.

Last Date of Submission of Online Tender in CPP Portal : 15.01.2018 upto 5.00 PM

Opening Date of Online Tender: 17.01.2018, 11.00 AM

Tender fees: 1,180.00

EMD : 50,000.00

Online bids are invited from the reputed firms under two bid system i.e. Technical bid and Financial (BOQ) Bid for Printing of Institute Publications as per specifications enclosed herewith as Annexure-I

Terms and conditions for submission of Tenders

1. The quantity proposed in the quotation might be increased or decreased at the discretion of the undersigned while placing orders.
2. The material subject to approval by the undersigned. Rejected stores shall be collected by the printer at their expenses and replacement will be made at their cost.
3. The rates should be F.O.R. Almora inclusive of all charges (Packaging, forwarding, deliver etc.) No other terms and conditions shall be accepted. Copies of the publication should reach to Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263 201, Uttarakhand (herein after called the Institute) in good condition. If the same is sent by transport/Railway, proper packing (Packaging, forwarding, deliver etc.) should be done to ensure no damage during transit. The entire responsibility of the safe delivery at the Institute will be that of the printer.
4. Samples of each type of paper (at least 5cm x 5cm) printed colour-black and white photographs and envelope must accompany the quotation. Each sample of paper must bear on it the weight in GSM.
5. No advance payment will be made but payment is assured at the earliest possible through Crossed Demand Draft/Multicity Cheque/RTGS after the complete satisfaction of the competent authority. No interest on delay payment of bills will, however, be paid.
6. A list of some Institutes/Organization preferably scientific for which you have printed Technical Report etc. may be given and a copy of few such reports may be sent along with the quotation.
7. The proof of the manuscript text (2 to 3 times) should be sent to this Institute for proof reading by the publisher through Registered Post or personally at his own expenses.
8. The finally printed report will have to be mailed/delivered personally within 30 days (Thirty days) of the receipt of the manuscript in PDF Format in CD. In case the job is not completed within the stipulated period, the order will be treated as cancelled, unless otherwise extended by this Institute. The Institute will not be responsible for any damage incurred by the printer in case of cancellation of order of the reason of not completing the job within stipulated period.
9. The material will not be accepted, in case it is not in conformity with the samples attached with and quoted in the tender.

संज्ञा संकेत

10. The duly filled quotation form must be deposited along with a Demand Draft of Rs. 1,180/- (Rupees One Thousand One Hundred Eighty Only Including GST @18%) on account of cost of Quotation Form (Non refundable), in favour of "Director, VPKAS, Almora" payable at SBI, Almora.
11. The above rates will be effective from the date of acceptance for a period of one Year. The Firm must be registered under Tin No. Also indicated PAN & TIN Numbers while submitting quotations. The Firm must attach the following documents positively. (i) Photocopies of Sale Tax Return for last three year (ii) Photocopies of Income Tax Return for last three years.
12. The tendering firm must be registered with the Tax Department and they must submit the GST Registration Certificate.
13. A sum of Rs. 50,000/- (Rupees Fifty Thousand Only) on account of earnest money should be deposited along with the quotation only in the form of Demand Draft in favor of Director, ICAR- VPKAS, Almora payable at S.B.I. Almora. Otherwise the quotation will be treated as cancelled.
14. The Earnest Money will be returned to the successful bidders after the completion of the term. For others, it will be returned immediately.
15. Tenderers/Bidders after submission of their bids online through CPP Portal must submit Hard Copy of all the submitted documents except Financial Bid (BOQ) alongwith Tender Fees and EMD which should reach at ICAR-VPKAS, Almora (Uttarakhand) on or before 15.01.2018 failing which their tenders/bids will not be considered.
16. Online Tenders must be submitted at CPP Portal on or before 15.01.2018, 5.00PM,
17. Online Technical Bids will be opened on 17.01.2018, 11.00 AM
18. Incomplete and Quotation receipt after due date will not be entertained.
19. Legal jurisdiction for all disputes shall be within the purview of the Almora Court.
20. Bidder should mandatorily sign on every page of the Tender Document, which would show their unconditional acceptance of all the terms and conditions of the Tender Document. The bidder shall give an undertaking that they fully and unconditionally agree to abide by all the terms and conditions which, if needed, may be modified at the discretion of the Competent Authority, in supply order, for which confirmation from the supplier shall be taken.
21. Other terms & conditions, as may be decided by the Competent Authority from time to time, depending upon the condition & requirement of the supply. The intimation in this regard, shall be provided well in advance & the bidder/ supplier shall be bound by the said terms & conditions.
22. The firm should also furnish the details of Government Departments where they have completed Printing of Institute Publications service in the proforma given below:

Sl.	Name and address of Govt. Department with Telephone Number	Details of the Item and Number	Period of Contract	Annual Contract Value (Rs.)
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23. The Director, Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora reserves the right to cancel any or all quotations without assigning any reason.
24. For any query/ clarification, the undersigned may be approached at E-mail : aovpkas@gmail.com

Enclosed : 1. Specification (Details about publications)
2. Tender form 5 pages


 (Bahadur Ram)
 Administrative Officer

SPECIFICATIONS**Detail about Publications**

Sl.	Item	Specifications
1.	No. of copies* to be printed	500 copies of Annual report; ≥ 400 copies of a number of Technical Bulletins; 400 copies of Newsletter in English & Hindi twice in a year, 1,000-1,500 copies of Krishi Calendar and 1,000-2,000 copies of a number of Extension Leaflets. Flyers with folder with pockets.
2.	No. of pages	<ol style="list-style-type: none"> 1. For English Annual Report approx. 100-150 pages in English 2. For Hindi Annual Report approx. 100-150 pages in Hindi. 3. For Technical Bulletin approx. 50-100 pages in Hindi or English. 4. For Newsletter 8-12 pages in English or Hindi. 5. For Calendar 6 pages in Hindi. 6. Extension leaflets up to 6 pages (3 page fronts and 3 page back)/ Institute Profile in the form of folder. 7. Flyers with folder with pockets.
3.	Size of publications*	<ol style="list-style-type: none"> 1. For Annual Report A-4 size after finishing 22.0 x 28.0 cm. 2. For Technical Bulletin after finishing 18.0 x 24.0 cm./A-4 size after finishing 3. For Newsletter A-4 size. 4. For Calendar after finishing 38.0 x 50.0 cm with spiral binding. 5. Extension leaflets 18.0 x 24.0 cm (after binding/creasing, lamination.) 6. Institute Profile 27.5x15.5 cm (after binding/creasing/ lamination). 7. Flyers with folders with pockets A-4 size after finishing.
Cover page for Annual Report & Technical Bulletin		
4.	Paper	Imported Art Card of 255 or 300 GSM (for Annual Report/ Technical Bulletins)
5.	Printing	Printing/Digital Printing in four or more colours with or without lamination/ UV lamination and one or more illustrations in multi-colours (from colour transparencies and/or colour photographs).
6.	Printing (text/photograph/ transparency/ graph/ diagram)	Off-set printing / Digital Printing

*Number of copies and size of publication to be printed may vary as per our requirement.



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Tender Form

The rate must be quoted in the following form. Please adhere to the format of the form, otherwise the quotation is liable to be rejected.

1. Name & Address of the Firm:
2. Phone No. Fax No. E-mail
3. PAN No.
4. TIN No.

(For Printing of Annual Report, Technical Bulletins, and Newsletter etc.)

Sl.	Description	Amount (Rs.)					
		For annual Report, Newsletter (A-4 size 22.0 x 28.0 cm)	For Technical Bulletins (size 18.0 x 24.0 cm) / A-4 size	For Extension Leaflets (as folder, size 11.0 x 24.0 cm)	For Extension Leaflets (as folder, size 27.5 x 15.5 cm)	Krishi Calender (size 38.0 x 50 cm)	Flyers with folders with pockets (A-4 size)
1.	Computer typesetting per page (including tables) (a) In English (b) In Hindi						
2.	Rate per page for formatting (if matter given on CD) (a) In English (b) In Hindi						
3.	Production cost of text in 2 page forme (including processing, planning, plate making and printing from PS plates per colour) (a) For first thousand copies (b) For subsequent thousand copies						

Signature(s) of quotee(s)

Sl.	Description	Amount (Rs.)					
		For annual Report, Newsletter (A-4 size 22.0 x 28.0 cm)	For Technical Bulletins (size 18.0 x 24.0 cm) / A-4 size	For Extension Leaflets (as folder, size 11.0 x 24.0 cm)	For Extension Leaflets (as folder, size 27.5 x 15.5 cm)	Krishi Calender (size 38.0 x 50 cm)	Flyers with folders with pockets (A-4 size)
(b)	Production cost of text in 4 page forme (including processing, planning, plate making and printing from PS plates) per colour (a) For first thousand copies (b) For subsequent thousand copies						
4.	Scanning of Black & White Photographs (Half tones) rate per photographs						
5.	Processing of B/W line illustration/ Figure						
6.	Scanning of four colour transparencies/ Illustrations or graphs provided in colour						

Signature(s) of quotee(s)

Signature(s) of quotee(s)

S. No.	Description	Amount (Rs.)					
		For annual Report, Newsletter (A-4 size 22.0 x 28.0 cm)	For Technical Bulletins (size 18.0 x 24.0 cm) / A-4 size	For Extension Leaflets (as folder, size 11.0 x 24.0 cm)	For Extension Leaflets (as folder, size 27.5 x 15.5 cm)	Krishi Calendar (size 38.0 x 50 cm)	Flyers with folders with pockets (A-4 size)
7.	<p>Production cost of Title page</p> <p>(a) For processing, planning, plate making and printing</p> <p>i. For first thousand copies</p> <p>ii. For subsequent thousand copies of part.</p>						
	<p>b. For Processing (without planning) Plate making and printing, per colour</p>						
8.	<p>Tint laying charges for tables/ illustration rate per colour</p>						
9.	<p>Complementary slip on colour page (65cm) [Including composing English or Hindi printing and paper] size 3"x7" (cut)</p> <p>i. For first thousand copies</p> <p>ii. For subsequent thousand copies of part.</p>						

Signature(s) of quotee(s)

Rate for paper and Art Card etc.

Sl.	Description	Amount (Rs.)
A.	CROWN	
1.	Sunshine Offset 20"x30"/110 GSM 21.3 kg per ream	
2.	Sunshine Offset 20"x30"/135 GSM 26.2 kg per ream	
3.	Sunshine Offset 20"x30"/170 GSM 32.9 per ream	
4.	TASSMaplitho 20"x30"/80 GSM	
5.	TASSMaplitho 20"x30"/95 GSM	
6.	TASSMaplitho 20"x30"/110 GSM	
7.	Sunlit Offset Paper 20"x30"/90 GSM	
8.	Sunlit Offset Paper 20"x30"/110 GSM	
9.	Sunlit Offset Paper 20"x30"/130 GSM	
10.	Imported Art Paper 20"x30"/110 GSM 21.3 kg per ream	
11.	Imported Art Paper 20"x30"/135 GSM 26.2 kg per ream	
12.	Imported Art Paper 20"x30"/170 GSM 32.9 per ream	

B.	DEMY	
1.	Sunshine Offset 20"x30"/110 GSM 21.3 kg per ream	
2.	Sunshine Offset 20"x30"/135 GSM 26.2 kg per ream	
3.	Sunshine Offset 20"x30"/170 GSM 32.9 per ream	
4.	TASSMaplitho 20"x36"/80 GSM	
5.	TASSMaplitho 20"x36"/95 GSM	
6.	TASSMaplitho 20"x36"/110 GSM	
7.	Sunlit Offset Paper 20"x36"/90 GSM	
8.	Sunlit Offset Paper 20"x36"/110 GSM	
9.	Sunlit Offset Paper 20"x36"/130 GSM	
10.	Imported Art Paper 20"x36"/110 GSM 21.3 kg per ream	
11.	Imported Art Paper 20"x36"/135 GSM 26.2 kg per ream	
12.	Imported Art Paper 20"x36"/170 GSM 32.9 per ream	
C.	Indian Art Card 22"x28"/255 GSM 14.6 kg per 150 sheets	
D.	Indian Art Card 22"x28"/300 GSM 14.6 kg per 100 sheets	

Signature(s) of quotee(s)

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