

Government of India
Ministry of Housing and Urban Poverty Alleviation
National Buildings Organisation

TENDER NOTICE NO. E-14011/2/2007-UPA(Pt) dt. 24th April, 2009

TENDER DOCUMENT NO. E-14011/2/2007-UPA(Pt) dt. 24th April, 2009

Sealed quotations are invited from reputed printers only on prescribed form at Annexure-I-A for printing works in r/o SJSRY Guidelines booklets in Hindi and English. The description and desirable specification for printing of the said booklets are as follows:

1. Booklet on “**Guidelines on SJSRY**”

In English

Size	:	8” x10”
No.of pages	:	32 pages text material (1+1))+ 4 pages blank + 4 +0 Pages cover with 2 coloured & 2 blank
Paper	:	250 Gsm Magno Matt 135 Gsm Magno Matt
Binding	:	Centre stitched / outer cover gloss lamination
Quantity	:	2000 Copies
Input	:	CD
Delivery	:	Nirman Bhavan, New Delhi-110108

IN Hindi

Size	:	8” x10”
No.of pages	:	32 pages text material (1+1))+ 4 pages blank + 4 +0 Pages cover with 2 coloured & 2 blank
Paper	:	250 Gsm Magno Matt 135 Gsm Magno Matt
Binding	:	Centre stitched / outer cover gloss lamination
Quantity	:	100 Copies
Input	:	CD
Delivery	:	Nirman Bhavan, New Delhi-110108

- 1 SCHEDULE OF OFFER:** Sealed quotations are invited for the supply of materials as indicated above in the attached form.
- 2 DUE DATE:** Due date for submission of offer is 28.04.2009 up to 4.00 PM and Bid will be opened on the same date at 5.00 P.M. Offers received after due date and time of submission shall not be considered.
- 3 OFFERS:** Quotations should be submitted in sealed cover addressed to DEPUTY DIRECTOR & H.O.O, NATIONAL BUILDINGS ORGANISATION, G-WING, NBO BUILDING, NIRMAN BHAWAN, NEW DELHI-110108. If Bids are submitted by hand then envelope must indicate TENDER NO. & DUE DATE OF

OPENING and shall be deposited in the TENDER BOX provided for the purpose. If the Bids are sent by post, then tender must be sent in double covers INSIDE COVER should have TENDER NO. & DUE DATE OF OPENING while OUTSIDE COVER should only bear address of the purchaser without mentioning tender number & due date of opening. TELEGRAPHIC/FAXED QUOTATIONS SHALL NOT BE ACCEPTED.

- 4 **RATES:** Rates should be indicated both in FIGURES & WORDS including all charges like all taxes, installation, freights etc. The rates quoted must be firm till delivery.
- 5 **VALIDITY:** Prices quoted must remain firm and offer should remain open for acceptance for 90 days from the date of opening.
- 6 **PAYMENT:** Within 7 days after receipt and acceptance of materials at NBO.
- 7 **ERASING, OVER-WRITING AND CORRECTIONS:** Erasing over-writing and corrections should be authenticated by the tenderer's signature. In case this has not been done such offer is likely to be rejected. All tender document & enclosure to be signed & stamped.
- 8 **DELIVERY SCHEDULE:** WITHIN 7 days FROM THE DATE OF ISSUE OF PURCHASE ORDER.
- 9 **LATE DELIVERY:** In case supplies are made after expiry of the delivery schedule then NBO reserves the right to recover liquidated damage charges @ 0.5% per week. However, if the supplies are not effected within a period of 7 days from the scheduled date, the purchase will be made as per the condition laid in para 12.
- 10 **RISK PURCHASE:** In case of failure to supply within the stipulated delivery schedule, as per para 12, NBO reserves the right to undertake risk purchase at the cost of DEFAULTER. Any additional expenditure so incurred in undertaking risk purchase shall be recovered from the Defaulter. In this context, we also reserve our right to cancel part of the order and undertake risk purchase for this cancelled quantity depending on our need.
- 11 **BANK CHARGES:** Bank charges, if any, shall be borne by the successful tenderer.
- 12 **DELIVERY & INSTALLATION:** The material should be properly delivered in conformity with the specification to the satisfaction of the concerned authority.
- 13 **LATE OFFER:** Any offer received after due date of opening and time are not acceptable.
- 14 **TENDER DOCUMENTS:** Tender documents are not transferable.

- 15 ATTENDING TENDER OPENING:** The representative of the tenderer who wishes to attend to the tender opening is allowed to do so subject to presenting authorization letter from the tenderer.
- 16** If there is any complaint against the firm/bidder in any office/Ministry in Government of India regarding non-supply or poor supply and non replacement to the satisfaction of purchaser comes to our knowledge, your offer will be rejected.
- 17 GUARANTEE / WARRANTY:** The materials should carry Guarantee for replacement of any booklet/s which is/are not properly printed or poorly binded or the pages are poorly folded or the pages are of poor quality..
- 18 The quantity of the items as mentioned in Annexure-I may vary by 10% to 15%.**

NBO RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL OFFERS OR PART THEREOF OR TO SPLIT THE ORDER OR ALTER THE QUANTITY WITHOUT ASSIGNING ANY RESON WHATSOEVER.

SPECIAL NOTE:

1. Any ambiguity in the offer may lead to disqualification.
2. Conditional offer shall be summarily rejected.

(P.Pulamte)
Section Officer (Admn.)
National Buildings Organisation
Ministry of Housing and Urban Poverty Alleviation
G-Wing, NBO Building, Nirman Bhawan
New Delhi-110108
Phone: 011-23061940

ANNEXURE: I

PRESCRIBED PERFORMA FOR BID
for
“SJSRY Guidelines”

With Reference to Tender Document No.....Dated.....

1 Name of the Printer -----

2 Item-wise Details as per requirement mentioned at Page No.1 at :

Sr. No.	Detailed Specifications including make	Quantity	Rates per unit (Rs) (including all taxes, installation etc.)	Amount (Rs.)
1				
2				

Total -----

(Rates should be indicated both in FIGURES & WORDS)

I agree to the terms and conditions as mentioned in the tender document no.
Dated..... issued by the Ministry of Housing and Urban Poverty Alleviation,
Government of India.

Signature.....

Name.....

Name of the Manufacturer.....

Stamp.....

