

No I-17018/5/sty/2011/DG NDRF
Directorate General
National Disaster Response Force
Ministry of Home Affairs

East Block-7, Level-7
R.K.Puram, New Delhi-66

Dated, the June, 2011

TENDER NOTICE

On behalf of the President of India, Tenders are invited by DG HQ NDRF for printing and supply of following items up to 1500 hrs on 05/07/2011 and the tenders will be opened at 1630 hrs on the date mentioned against the items as under :-

Sl. No	Description of Stores	Qty	EMD required	Cost of Tender	Date of Opening	F.O.R
01	02	03	04	05	06	07
01.	Printing of quarterly NDRF Newsletters Size A-4, 8 pages, All in 4 colour & laminated, Text on 170 / 220 GSM, Magno paper	1000 copies (per quarters)	1500/-	Nil	05/07/11 at 1630 hrs	The NDRF Newsletter to be delivered at Directorate General NDRF New Delhi

2. This tender enquiry has Schedules as following:-

- (i) **Schedule-I** = Condition of tender
- (ii) **Schedule-II** - Questionnaire about printing of NDRF Newsletter
- (iii) **Schedule-III** - Financial Bid alongwith EMD

3. All firms who are not registered with DGS&D/NSIC for subject NDRF Newsletter shall be required to deposit earnest money as shown at Col. No (05) above.

4. All the tenderers must produce valid registration and PAN No before tender paper to be sold to them along with application for issuing of tender Form.

Dy. Commandant/NDRF
For and on behalf of the President of India

Copy to:-

1. M/s Kendriya Bhandar, East Block-X, R.K.Puram, New Delhi.
2. M/s Singhal Exterprises, Sadar Bazar, Delhi Cantt, New Delhi.
3. M/s Abhinav Prints, K-37, Udyog Nagar, Industrial Area, Rohtak Road, Delhi-41.
4. M/s Viba Press Pvt. Ltd. C-66/3, Okhla Industrial Area, Phase-II, New Delhi.
5. M/s Taj Printers, 9796, Gali No-7, Multani Dhanda, Pahar Ganj, New Delhi
6. M/s Rakesh Press, A-7, Naraina Industrial Area, Phase-II, New Delhi-28
7. M/s Omega Offset, Near Old Post Station, Okhla, New Delhi.
8. M/s Saraogi Print Packs, Near LIC Clny, Indll Area, Dilshad Garden, New Delhi.
9. M/s Everygreen Reprographics, Near PVR Cinema, Naraina, New Delhi.
10. M/s Imprint Solutions Pvt. Ltd. Okhla, New Delhi.
11. M/s JMD Printing & Marketing, Opp Wine Shop, Okhla Industrial Area, New Delhi.
12. M/s Graphic & Paper Product, Phase-2, Okhla Industrial Area, New Delhi.
13. M/s Synergic Impression Pvt. Ltd, Phase-I, Near Regent Automobile workshop, Okhla Industrial Area, New Delhi.
14. M/s Vijay Stationery Mart, 18, Palika Palace Annexe, Punchkuian Road, New Delhi.
15. M/s Ambassador Enterprises, 1810/4, Gyani Bazar, Kotla Mubarakpur, South Extn.-1, New Delhi.
16. M/s Chiranjn Advertising, E-170, Ground Floor, East of Kailash, New Delhi.
17. M/s Art Prints, Lalita Park, Vikash Marg, Laxmi Nagar, Delhi.
18. Ajanta Offset & Packaging Ltd. Madani Hall, I, Bahadurshah Zafar Marg, New Delhi.
19. Aravali Printer & Publishers (P) Ltd. W-30, Okhla Industrial Area, Phase-II, New Delhi.
20. Brijbasi Art Press Ltd. A-81, Sector-V, Noida.
21. Delhi Press, E-3, Jhandewallan Estate, Rani Jhansi Road, New Delhi.
22. Gopsons Papers Ltd. Akarshan Bhawan, IVth Floor, Ansari Road, Darya Ganj, N/ Delhi.

23. International Prints-O-Pac Ltd. C-4, Hosiery Complex, Phase-II Extension, Noida.
24. Nu-Tech Photolithographers, B-240 Okhla Industrial Area, Phase-I, New Delhi.
25. Paras Offset Pvt. Ltd. C-176, Naraina Industrial Area, Phase-I, New Delhi.
26. Press Tech Litho Pvt. Ltd. B-2/201, Safdarjung Enclave, New Delhi.
27. Rakesh Press A-7, Naraina Industrial Area, Phase-II, New Delhi.
28. Rave Scans Pvt. Ltd. A-27, Naraina Industrial Area, Phase-II, New Delhi.
29. Thomson Press (India) Ltd. B-315, Okhla Industrial Area, Phase-I, New Delhi.

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SPECIAL INSTRUCTIONS

(If any instruction contained in this tender is contrary to instruction mentioned in special instructions, the special instruction will prevail.)

1.	Time and date of receipt of Tender	:	05/07/11 at 1500 hrs
2.	Time and date for opening of Tender	:	05/07/11at 1630 hrs
3.	Tender Cost	:	Nil
4.	Store	:	Printing of quarterly NDRF Newsletters Size A-4, 8 pages, All in 4 colour & laminated, fornt-12, Text on 170 / 220 GSM, Magno paper
5.	No of Copies	:	1000 copies (per quarter)
6.	Binding	:	Section sewing of inside pages with drawn on covers. Outer covers to have mat plastic lamination and NDRF Logo with embossing thereof.
7.	EMD	:	Rs 1500/- upto 30/06/2012 validity from date of opening of Tender.
8.	Terms of Delivery	:	Free delivery to consignee basis.
9.	Delivery period	:	15 days from the date of issue of supply order
10.	Printing Sample	:	Printing of NDRF Newsletter sample will be submitted to HQ DG NDRF New Delhi for approval.
11.	Payment Terms	:	100% payment of printing charges will be made on successful supply of Newsletter in good condition.
12.	Performance Security	:	05% of contract value for contract period.
13.	Period	:	01/06/2011 to 31/05/2012
14.	Penalty clause	:	In case the printer fails to adhere to prescribed time schedule and other deficiency is found in respect of quality of paper, card, printing or layout etc. as per terms of the Contract, the Performance Bank Guarantee is liable to be forfeited.

15.	Jurisdiction of arbitration clause	:	In case of any dispute, the jurisdiction of Delhi courts shall apply.
16.	Experience and turnover/ capability of the suppliers	:	<p>i) Copy of Income Tax Assessment for the last three years. Annual turn over during the last three years should be Rs. 10 lakh per year.</p> <p>ii) Firms/Company's Income Tax PAN No and Service Tax No (A copy thereof may be attached).</p> <p>iii) Proof of past performance of 2 years in Government Departments / Public Sector Undertaking / Autonomous Bodies under Government of India.</p>
17.	Extention period of tender	:	On requirement basis the tender need to be extended for further 6 months on repeat order basis.
18.	Website	:	Tender Notice may be downloaded from NDMA's site www.ndma.gov.in .

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For and on behalf of the President of India

**National Disaster Response Force
Government of India**

QUESTIONNAIRE ABOUT PRINTING OF NDRF NEWSLETTER

1. Firms Details:
 - a) Name of the firm :-
 - b) Address :-
 - c) Telephone / Mobile No :-
 - d) Type of firm :-
 - e) Name of the Proprietor / Partners:-
 - f) Empanement with DAVP/ITDC :- Yes / No
(Enclose copy of Certificate)
2. Has the firm ever been debarred /Black Listed by any Organization? If 'yes' the Details thereof. Yes / No
3. Details of Award/Certificate of Merit etc. Received from any organization, If any. (Please attach the copy) Yes / No
4. EMD details:-
DD/Bank draft/Bank Guarantee/No dated
Fixed Deposit / Banker's Cheque for Rs. (Rupees)
Name of drawee
Name of the Bank

Signature of Printer

**National Disaster Response Force
Government of India**

Financial Bid

Note :- **Rates and Amount should be written in both in figures and words.**

Sl. No	Job Specifications	Quantity	Rate (Rs.) (per copy) including Taxes	Amount (Rs.) Including Taxes	Total Amount for 04 quarter
01	02	03	04	05	06
01.	Printing of quarterly NDRF Newsletters Size A-4, 8 pages, All in 4 colour & laminated, Text on 170/220 GSM, Magno paper and NDRF logo with embossing	1000 copies per quarter			

EMD: - Deposited vide Schedule-II

Signature of Printer

