

(Quotation for Printing Work)

(for Website)


This Council intends to call quotations for printing of following items:-

S. No.	Name of Item	Number of copies	Number of pages	Size	paper	Binding/centre Stitch	Security amount to be submitted with quotation
1.	E-Book	500	28 (Bilingual)	4cm x 6 cm	Cover 300gsm Art Paper Glossy	Centre two pin	500
2.	Journal in Multi Coloured on Glossy (published Half yearly)	400	60 approx	A-4 with	Cover 300gsm glossy Text : 110 gsm (with colour photographs)	Perfect binding with cover page lamination	2500
3.	Quarterly News Bulletin	600	Eight to twelve initially but can be increased/decreased	8.5'X 11'	100 gsm imported art paper (four colour offset printing with photographs in Hindi & English)	Centre stitch including processing, designing	2500
4.	Annual Report	160	100 approx. initially but can be increased/decreased	28cm x 22 cm	Cover 300gsm glossy Text : 110 gsm (with colour photographs)	Perfect binding with cover page lamination including processing, designing	2500
5.	Printing of Regulations (BHMS, PG, CODE of Ethics, MSR, Opening of New Colleges, Regulation)	As per requirement	20 pages +4 cover pages; 20 pages +4 cover pages; 14 pages +4 cover pages; 80 pages +4 cover pages, 14 pages +4 cover pages; 22 pages +4 cover pages approx.. initially but can be increased/decreased	6" x 8" (W x L)	Cover page : 300 gsm (cover colour four colour printing with logo) Text 80 gsm (in B&W printing)	Centre Stitch including processing, designing	1000
8.	Printing of Telephone Directory	100	Approx. 40	6" x 8" (W x L)	Cover page : 300 gsm (cover colour four colour printing with logo) Text 80 gsm (in B&W printing)	Centre Stitch including processing, designing	300

The sealed quotation for the above said job should reach this council upto 03.11.2016, and marked outside "Quotation for printing of _____" addressed to Secretary of this Council. Quotation so received will be opened on 04.11.2016 at 11:00 A.M. All quotations shall be accompanied with a Demand Draft as mentioned above as E.M.D. in favour of Central Council of Homoeopathy & will be refunded after award. The rates will be valid for three years.

1. Successful bidder has to deposit 10% amount of awarding amount as Security & will be submitted after completion of job.
2. No advance payment will be admissible.
3. The rates should include all charges including cartage/ packing etc.
4. Rates may be submitted with all taxes, if the firm indicate taxes separately the payment will be made after providing proof of submission in concerned Govt. account.

5. Typing of material, proof reading will be the responsibility of the firm. The firm will also be responsible for ensuring correction of printed material and in case of errors found in printing, the Council will have the right to reject the copies without bearing any cost or financial responsibility and also cease the security deposit.
6. Validity of rate and contract will be three years and the Council reserves the right to cancel the contract, if the work is not found satisfactory.
7. Printing work is to be completed in time fixed by the Council, and if the firm fails to complete the work in scheduled time the Council reserves the right to cancel the contract or seize the security amount.
8. Unsealed quotations, quotations without sign, without Security amount or without self attested copies of PAN/TAN certificate and do not fulfil the terms & conditions fixed by the Council will not be considered.
9. Proof reading and delivery of printed material in bounded form without any additional cost will be the responsibility of the firm to whom the work will be allocated.
10. Number of pages may be increased or decreased, in this case the payment will be made on a prorata basis.


20/10/16

(Y. D. Vats)

Asstt. Secretary (Admn. & Regn.)