



## **MORARJI DESAI NATIONAL INSTITUTE OF YOGA**

**(An autonomous organization under Ministry of AYUSH, Govt. of India)**

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File No. MDNIY/S&P/2016-17/537

Dated: 20.02.2017

To

**Subject: Quotations for Printing & supply of IEC Material for International Yoga Fest-2017 (7<sup>th</sup> March to 09 March 2017) at New Delhi.**

Sir,

Morarji Desai National Institute of Yoga (an autonomous organisation under the Ministry of AYUSH, Govt. of India, New Delhi) invites sealed quotations in two bid system- Technical Bid & Financial Bid- from the firms registered/empanelled with Dte. of Printing, Govt. of India, Nirman Bhawan New Delhi/Dte. of Advertising & Visual Publicity (DAVP) Govt. of India, New Delhi having long standing presence in the Printing work of different kinds to Govt. offices, corporate offices etc. for the following printing works of MDNIY, as per specimen available with MDNIY and as per specifications and quantity of each item given below.

### **1. Folder**

- Length : 12 inches
- Breadth : 9 inches
- Cover : 300 gsm
- Art Card Glossy
- Multicolour Printing One Side along with one pocket inside of 300 gsm paper.
- Quantity : 5,000

### **2. Badges**

- Length : 6 inches
- Breadth : 4 inches
- Cover : 300 gsm
- Art Card Matt
- One side Multicolour Printing with Plastic Pouch, Lanyard, Numbering.
- Quantity : 4000

### **3. Programme Booklet**

- Length : 11” inches
- Breadth : 8 ½” inches
- Cover : Thermal Matt Lamination 300 gsm  
Glossy Card, Four Colour Offset  
Printing of outside covers.
- Inside Pages : 24 ±4 Pages, 130 gsm  
Glossy Paper Multicolour Printing
- Binding : Centre Stitch Binding
- Quantity : 3,000

**Contd....**

#### 4. Printing of MDNIY Programmes

- Length : 11 inches
- Breadth : 8 ½ inches
- Total Pages : 4 Pages
- Cover pages : 230 GSM four colour printing, glossy paper and mat lamination
- Quantity : 5000 Nos.

#### 5. Printing of International Yoga Festival Certificates

- Length : 11 inches
- Breadth : 8 ½ inches
- Card : 300 GSM
- Multi-color printing
- Texture imported card digital printing
- Each Certificate will have individual name
- Quantity : Appx. 3000 rates shall be given for ±100 certificates

#### 6. Printing of International Yoga Fest Proceedings

- Length : 11 inches
- Breadth : 8 ½ inches
- Cover Page : 300 GSM, Multi-color
- Cover Pages : Mat and Laminated
- Inner Pages : 130 GSM, Multi-color
- Inner Pages : Glossy
- Multi-color printing (entire booklet)
- Center Pinned
- Number of Pages : 32±4
- Quantity : 3000

#### 7. Writing Pad

- Length : 8 ½ inches
- Breadth : 5 ½ inches
- Cover : 300 gsm only front cover with four colour printing, with lamination
- Inner pages : 100 gsm
- Total No. of Pages : 24 ± 4 Excluding the cover pages
- Spiral Binding
- Quantity : 3000

#### Terms & Conditions are mentioned below:

1. The Sealed Technical quotation/ bid with the EMD amounting to Rs. 10,000/- (Rupees Ten Thousand Only) in favour of “Morarji Desai National Institute of Yoga” through Bank Draft/Pay Order only, with supporting self attested documents like copies of (i) PAN, TAN/TIN/D. VAT, (ii) Registration Certificate with Dte. of printing /DAVP, (iii) Service Tax No. (iv) Sales Turn over, along with Audited Statement for the last year ending 31<sup>st</sup> March 2016, (v) Statement of clients to whom the material has been supplied during 2015-16 in one envelope & Financial bid separately in the envelope, **for each item separately of the table above**, shall be placed in a third envelope and will be submitted addressed to the Director, Morarji Desai National Institute of Yoga (MDNIY), superscribing on the top of envelop as “Quotation for Printing & supply of IEC Material for International Yoga Fest 2017 in MDNIY” should reach this office latest by 28.02.2017 up to 11.00 am.

2. The quotations will be opened on the same date i.e. 28.02.2017 at 11.30 am in the presence of the bidder(s) or their nominated/authorized representative, if present.
3. Quotations received after closing date and time will not be entertained
4. The Financial Bids of only those bidders shall be opened, on the same date and time whose Technical Bid after opening, stands qualified and admitted as per MDNIY specifications, or Financial Bids may be opened at a later date & time, as may be decided and intimated by MDNIY. The decision of MDNIY shall be final in this regard.
5. The prospective bidder(s) who must be registered with Dte. of Printing, Govt. of India/DAVP and are established suppliers in the trade/market for the last 2 years may like to visit MDNIY & see the size, colour, specimen/ design & finishing of the above mentioned items available in MDNIY before submitting the bid, during all working days from 10 am -05 pm except closed holidays till 27.02.2017.
6. **The bidder shall submit the Technical Bid /quotation letter against various items mentioned in the Table given above, with EMD as mentioned at Sr. No. 1 above, with all documents (self attested) and Financial Bid quoting rate against each item separately without which the quotation will not be entertained and considered.**
7. The firm which has quoted the lowest rates and are successful in getting the award letter but are unable to accept the contract due to any reason, their EMD will stand forfeited.
8. The rates once approved and accepted, inclusive of material, creative designing and delivery at door step etc., will be valid initially for a period of one year from the date of issuance of the 1<sup>st</sup> work order including supply of additional quantity of all or any of the item(s) from time to time at a later date, on the same rates, terms & conditions as may be decided by the MDNIY.
9. The quantity mentioned against each item may be increased/decreased as may be decided by MDNIY.
10. If the delivered printed material(s) is/or found to be defective or not as per specifications the same shall be returned & replaced at the firms cost & no payment will be made by MDNIY for such replacement.
11. The most important & critical part and essence of the contract & issue of award letter to the successful bidder(s) is the **timely delivery, within 03 days from the date of placing confirmed work order**, of the finished printed work/material, as ordered, within the scheduled date & time.
12. The successful bidder who is issued contract/Award letter of Printing & Supply of IEC material, shall be required to deposit Performance Security for an amount of 5% to 10% of the estimated value of the contract, in the form of an Account Payee DD/FDR from a Commercial bank which will remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligation if any.
13. In case the material as finally approved by the MDNIY is taken up, finished and completed, and subsequently any change is required to be made/carried out, as may be decided by the MDNIY, the Printer/Supplier shall be compensated & paid on proportionate basis of the approved rates for the item(s) concerned, on mutually agreed terms.

14. The payment will be made as per Govt. Rules & Procedure.
15. The institute reserves the right to accept or reject any quotation without assigning any reason thereof.
16. All the disputes shall be subject to Delhi Jurisdiction only.

Yours faithfully

(Dr. I.V. Basavaraddi)  
Director