



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/2017-18/565

Dated: 15th Feb., 2018

To

Subject: Quotations for Printing & supply of IEC Material for International Yoga Fest-2018 (19-23 March 2018) at New Delhi.

Sir,

Morarji Desai National Institute of Yoga (an autonomous organization under the Ministry of AYUSH, Govt. of India, New Delhi) invites sealed quotations from only 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 : 400 gsm, Mat, Gloss Lamination
- Multicolour Printing One Side (Front & Back) along with one durable pocket inside.
- Quantity : 5,000

2. Badges

- Length : 4 inches
- Breadth : 6 inches
- Cover : 300 gsm
- Art Card Matt
- One side Multicolour Printing with Plastic Pouch, Lanyard, Numbering.
- Quantity : 3500

3. Coupon

- Length : 7 inches
- Breadth : 8½ inches
- Cover : 130 gsm, Black & White printing
- Quantity : 3,500

Contd.....

4. **Programme Booklet**
 - Length : 11 inches
 - Breadth : 8½ inches
 - Cover : Lamination, 300 gsm Glossy Card, Four Colour Offset Printing.
 - Inside Pages : 24 ±4 Pages, 130 gsm Glossy Paper (Black & White)
 - Binding : Centre Stitch Binding
 - Quantity : 3,500
5. **Registration Form**
 - Length : 11 inches
 - Breadth : 8½ inches
 - Paper Printing : (Black & White)
 - Quantity : 3,500 Nos.
6. **Proceeding**
 - Length : 11 inches
 - Breadth : 8½ inches
 - Cover : 300 gsm, Multi-colour
 - Inside Page : 32 ±4 Pages, 130 gsm, Multicolour
 - Binding : Centre Stitch Binding
 - Envelop ; 11 x 9 inches, 170 GSM, Black & White Printing
 - Quantity : 1000 Nos.
7. **Certificate**
 - Length : 11 inches
 - Breadth : 8½ inches
 - Paper : 300 gsm, Glossy Multi-colour, Digital Printing
 - Quantity : 4,000 Nos.
8. **Car Parking Sticker**
 - Length : 5.5 inches
 - Breadth : 4 inches
 - Paper : 170 gsm
 - Printing : Multicolour one side
 - Quantity : 500 Nos.
9. **Note Book**
 - Cover : 300 gsm, Multi-colour printing (only cover page), hand cloth binding at the top
 - Length : 8.5 inches
 - Breadth : 5.5 inches
 - Pages : 20 ±4 Pages, 100 gsm
 - Quantity : 5,000 Nos.

Contd....

10. Invitation Card (Inauguration)

- Length : 8.5 inches
- Breadth : 5.5 inches
- Paper : 300 gsm Art Card both side Multi-colour Digital Printing
- No. of Pages : 04 (Single folded) – Hindi & English (Front & Back)
- Quantity : 1000 Nos.
- Envelop ; 6 inches x 9 inches, 170 GSM, one side printing
- Quantity : 1000 Nos.

11. Invitation Card (Valedictory)

- Length : 8.5 inches
- Breadth : 5.5 inches
- Paper : 300 gsm Art Card both side Multi-colour Digital Printing
- No. of Pages : 02 – Hindi & English (Front & Back)
- Quantity : 1000 Nos.

12. Programme Leaflets (Minute to Minute Programme)

- Length : 8.5 inches
- Breadth : 5.5 inches
- Page : 100 gsm
- Printing : Black & White
- Quantity : 1000 Nos.

Terms & Conditions are mentioned below:

1. The Sealed 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, GST No., (ii) Registration Certificate with Dte. of printing /DAVP will be submitted addressed to the Director, Morarji Desai National Institute of Yoga (MDNIY), super scribing on the top of envelop as “Quotation for Printing & supply of IEC Material for International Yoga Fest 2018 in MDNIY” should reach this office latest by 06.03.2018 up to 11.00 am.

2. The quotations will be opened on the same date i.e. 06.03.2018 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 considered, on the same date and time whose Technical Bid after opening, stands qualified and admitted as per MDNIY specifications. The decision of Director, 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 05.03.2018.

6. The bidder shall submit the 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 in single envelop without which the quotation will not be entertained and considered.

7. The firm which technically qualified and 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 only of printing and delivery at door step etc., will be valid initially for a period of one year from the date of issuance of the 1st 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 05 days from the date of placing confirmed work order, of the finished printed work/material, as ordered, within the scheduled date & time. Failing which, 2% penalty per day subject to the 10% of the contract value will be made.

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 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.

Note: The Printers those empanelled with Directorate of Printing, Govt. of India, Nirman Bhawan, New Delhi and/or DAVP can only send their quotations. (PLEASE ATTACH PROOF)

Yours faithfully

(Bimalesh Kumar)
Administrative Officer
for Director

Copy to:-

C&DO – With the request to upload the same on the Institute's website and Govt. Portal.