



**G.B. PANT UNIVERSITY OF AGRI. & TECH.
PANTNAGAR, U.S. NAGAR (UTTARAKHAND)**

Tender Invitation form in Two Bid System

No: 4378

Dated: 24.08.2022

M/s.....
.....

Sub: Open Tender invitation for Printing of Document (Coffee Table Book)

“PLEASE CAREFULLY GO THROUGH THIS DOCUMENT AND ENSURE COMPLIANCE. NON-COMPLIANCE OF ANY CONDITION MAY MAKE YOUR OFFER INVALID”

Dear Sir,

We are interested in the publishing of the articles mentioned overleaf. Open Tenders are invited from the publishers and their authorized representative firms. Please send your tender in **SEALED COVERS (sealed with sealing wax)** so as reach this office on or before **09.09.2022**, **Registered/Speed Post/Courier/by hand** while submitting tenders please note that:-

1. The tender is to be submitted under **two bid systems i.e., Technical Bid & Financial Bid**. Technical Bid & Financial Bid will be received in two separate sealed envelopes. Both the envelopes will then be put into one big envelope and sealed properly super scribing “**Technical Bid & Financial bid for the Printing of Document, your No..... dt..... Due date.....**”
2. (a) The Technical bid should be consisting of all technical details/specification EMD in the separate envelope as required in para 14 and other requirements as mentioned overleaf and your terms & conditions. The envelope containing the technical bid should be super scribed “**Technical bid for the Printing of coffee table document**”.
(b) The financial bid should indicate the items-wise price for the item mentioned in the technical bid. The envelope containing the Financial bid should be super scribed “**Financial bid for Printing of coffee table document**”.
3. Rates quoted should be F.O.R. Pantnagar including packing forwarding and transit insurance. The goods should be insured against theft, loss, or breakage during transit by the supplier before dispatch is made. The responsibility in this respect will be of the supplying firm and not of the University.
4. The bidder should have earlier experience of publishing/printing such reports/books and mandatorily enclosed samples with their bids.
5. The rates of tax (GST) should be clearly indicated at which rate it is chargeable.
6. Please also quote your **GSTIN & PAN No.** on your tender. **Copy of GST registration & PAN Card must be enclosed.**
7. The tenderers have to submit the registration certificate of the firm and authorization certificate from the main publisher in case of authorized representative with their tenders mandatorily.
8. Each tender is to be enclosed in a cover. The cover should be sealed and super-scribed, “**Tender for Printing of coffee table document, Tender Invitation No.....dated..... due date**”. The cover should bear the address of the undersigned.
9. The tender shall be opened in the presence of the representative of any or all of the quoting firms at **3.00 p.m. on the next day in the office of Stores Purchase Officer** at G.B. Pant University of Agriculture & Technology, Pantnagar.
10. Payment will be released through online transfer or by crossed cheques on the State Bank of India/United Commercial Bank/Punjab National Bank, Pantnagar, or an account payee draft, at the cost of the supplier, only after the receipt of material in good condition.
11. The acceptance of the tender will rest with the Vice-Chancellor who does not bind himself to accept the lowest rate quoted tender and also reserves the right to reject fully or partially any or all the tenders received without assigning any reason.
12. In case of any dispute the matter shall be referred to the Vice-Chancellor of this University whose decision shall be binding to both the parties.
13. In case of a supply order being placed on you:
“As time is the essence of this order, the date of delivery should be strictly adhered to, otherwise the Vice-Chancellor reserves the right not to accept delivery in part or full and claim the liquidated damages @ 1% per week subject to a maximum of 10% of the total value of the supply order,”
14. **You will have to deposit earnest money @ 3% of the total rate(s) quoted up to ₹ 25 lac or @ 2% (minimum ₹ 75,000.00) of the total rate (s) quoted above ₹ 25 lac by you in the form of demand draft/ fixed deposit receipt/ bankers' cheque in favor of Comptroller, G.B. Pant University of Agriculture & Technology, payable only at SBI/PNB/UCO/Union Bank, Pantnagar. In case, you are awarded the order, you will have to deposit Performance Security @ 5% of the ordered value at the time of supply. The earnest money submitted with the tender will be released on furnishing of Performance Security.**
15. The tenders are liable to be canceled if any of the above conditions are not complied with.
16. The validity of rates should be 180 days from the date of opening of the bid tender.
17. This tender is governed by Uttarakhand Procurement Rules – 2017 (as amended from time to time), hence its relevant provisions shall apply.

Yours faithfully


Signature & Extension Education
Jt. Director Extension Education
GBPU&T, Pantnagar
Specification overleaf

DIRECTORATE OF EXTENSION EDUCATION

No:

Date :

Formatting, Designing and printing of document in the form of "Coffee Table Book" with the following specifications No. of copies - 500		
S. No.	Item	Description/Specification
1.	2.	3.
1.	Size (Ready)	28 x 21 cm
2.	No. of pages	Approx 700 Pages (350 Leaves) (may vary 10-20% after finalization of design) + End Pages + PLC + Jacket
3.	Printing Cover: Ends & Jacket: Inside: End Paper:	Cover (PLC) 4+0 4+0 4+4+Aqueous Coating 1+0
4.	Paper PLC, Jacket & inside: Ends:	Option 1 - 170 GSM High Coated Matte Art Paper Option 2 - (Specialty Paper) - 130 GSM Matt art Blanc or Iris 120 GSM SSP
5.	Input	Ready to print file (Content provided by us)
6.	Proofing	B/W prints for proofing One colour proof before printing Machine proof (if required)
7.	Fabrication	Thermal Lamination
8.	Binding	Section Sewing Hard Case Cover With 2 mm Imported Mill Board
9.	Packing	Individual Shrink Wrap
10.	The ratio of the content and images in the CTB (if any)	As fit for document
11.	If there are images, then will those be provided by you?	YES
Quoted unit rate (per copy)		

Signature of Bidder

Name

Date:

Seal of firm