

F.No.22-1/2016-GSS
Government of India
National Commission for Minorities

5th Floor, LokNayakBhawan,
Khan Market, New Delhi-110003
Dated 21 .6.2016

Subject: Printing of Annual Report of the National Commission for Minorities for the year 2015-16.

Quotations were earlier invited vide this office No.22-1/2016-GSS dated 25.5.2016 for printing of Annual Report of NCM for the year 2015-16. However, In terms of para 17 of that Notice, the tender has been cancelled.

2. Sealed Quotations are now invited afresh from printers empanelled with the Directorate of Printing (list attached) in sealed cover superscribed "Quotation for Printing of Annual Report for the year 2015-16 of NCM".

3. The specifications for work to be done are as under:

A: Size A4

B: Paper Colour and Quality:

Cover Pages (A maximum of 4 pages) including inside and outside cover and cover design.	In four colours including design	300 GSM Imported Art Card
Inside Pages (A maximum of 8 pages)	In four colours (photographs)	130 GSM Imported Art Paper
Inside Pages (approximately of 120 pages)	In Black & White	90 GSM Super Print Paper

C: Binding: Perfect

D: Lamination: Matte

E: Quantity: 300 Numbers each in Hindi and English (Total: 600)

4. The number of inside (Black & White) pages may increase or decrease and based on the final number of pages the final bill will be adjusted proportionate to the total cost for 132 pages as per para 3B above.

Speed part

जारी किया (44)
Issued (10/6/16)
दिनांक
Date 21/6/16

5. **Eligibility:**

- (1) Quotations from printers empanelled with the Directorate of Printing, New Delhi only will be considered.
- (2) The Printer should have experience during last three years i.e. 2014-15, 2013-14, and 2012-13 in Printing of Annual Reports/Books etc.

6. **Information/documents to be provided by the bidder:**

(1)

Name of the Printer/ Firm	
Address	
Telephone no.	
PAN Card Number	
Registration of the Firm/TIN Number, if any	

- (2) Sample of papers for cover and inside pages including cover page design, i.e.
 - (a) Sample of 300 GSM Imported Art Card. It should be certified and signed by the bidder on the sample paper that the paper is Imported Art Card and of 300 GSM quality.
 - (b) Sample of 130 GSM Imported Art Paper. It should be certified and signed by the bidder on the sample paper that the paper is Imported Art Paper and of 130 GSM quality.
 - (c) Sample of 90 GSM Super Print Paper. It should be certified and signed by the bidder on the sample paper that the paper is Super Print Paper and of 90 GSM quality.
- (3) An EMD of Rs.5000/- only by Bank Draft/Pay Order payable to DDO, NCM, New Delhi.
- (4) Proof of experience: Work order/ work completion certification certificate will be accepted as proof. Experience and proof may be listed and enclosed in the following format.

Year	Proof of Printing experience
2014-15	(a).... (b).... (c)....
2013-14	(a).... (b).... (c)....
2012-13	(a).... (b).... (c)....

- (5) Copy of PAN card

7. The rates should be quoted in the following manner:

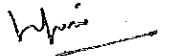
Net Amount	VAT (if any)	Service Tax (if any)	Service charge (if any)	Any other charge/tax (if any)	Total amount

8. Conditions:

- (1) Quotations received without EMD of Rs. 5000/- will not be accepted. EMD of unsuccessful bidders will be returned after finalisation of the bid and EMD of the successful bidder will be returned after successful completion of work.
- (2) No compromise on the quality of paper/colour will be allowed and if sub-standard quality/colour is found, the work will be rejected and the firm will have to supply a fresh lot. If the above specifications are not followed in toto and delivery not made on time, penalty will be levied by the NCM depending on the variation and EMD will be forfeited. The discretion of NCM in this regard will be final and binding.
- (3) All pages of tender documents must be signed by the bidder.
- (4) Before the final print, proof of the printing material including cover design and colour should be got approved from NCM. It will be responsibility of the selected firm/bidder to collect the material to be printed from the NCM. It will be the responsibility of the selected firm to supply the printed copies in this office with proper packing containing each packet of 10/50/100 booklets for preservation from dust and water at the cost of the printer.
- (5) The selected firm has to supply the printed Annual Reports within a period of 15 days after work order is given.
- (6) No advance will be given for the work. Payment will be made on successful delivery of the printed Annual Report as per laid specifications within the stipulated period.
- (7) Complete printing material in CD (in both English as well as Hindi version) has to be provided to NCM along with the Bill.
- (8) The price offer being made by the firm should be in **separate sealed envelope**. The other documents may be in **another sealed envelope** and **both may be submitted in a bigger envelope**.
- (9) Quotations in sealed cover (refer condition (8) above) superscribed "Quotation for printing of Annual Report of the year 2015-16 of NCM" and should reach to **Under Secretary (Administration), National Commission for Minorities, 5th Floor, LokNayakBhawan, Khan Market, New Delhi-110003** before 3:00 p.m. on 4.7.2016. The bids will be opened at 4:00 p.m. on 4.7.2016 by the tender committee. The bidder may be present in person or through an authorised representative at the time of opening of bids.

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- (10) The sealed cover containing the quoted rate /financial bid of only those bidders, who are found qualified/eligible as per the eligibility and other conditions will be opened.
- (11) Bidders who do not comply with the terms and conditions as above will stand disqualified and no further representation in the matter will be entertained.
9. Previous year's Annual Report (2014-15) is available with Under Secretary (Admn.), NCM. Interested bidders can see the sample between 3.00 P.M. and 4.00P.M. on any working day. For any other enquiry, contact at 011-24616174.
10. Commission reserves the right to cancel the Tender without assigning reasons.



(Shariq Saeed)

Under Secretary to the Government of India

Encl: List of printers empanelled with Directorate of Printing

Government of India
Directorate of Printing
'B' Wing, Nirman Bhawan, New Delhi

LIST OF PANELLED PRIVATE PRINTERS/BINDERS MAINTAINED BY THE
DIRECTORATE OF PRINTING, NEW DELHI AS ON 2.11.2015
'A' CLASS OFFSET PRINTERS

1. M/s. Ajanta Offset & Packaging Ltd., 95-B, Wazir Pur Industrial Area, Delhi-110052.
2. M/s. Akashdeep Printers, 20, Ansari Road, Daryaganj, New Delhi-110002.
3. M/s. Anand Brothers, C/146, Naraina Industrial Area, Phase-I, New Delhi-110028.
4. M/s. Aravali Printers & Publishers (P) Ltd., W-30, Okhla Industrial Area Phase-II, New Delhi-110020.
5. M/s. Ashoka Offset Works, A-60/3, G.T. Karnal Road, Industrial Area, Azadpur, Delhi.
6. M/s. Archana Advertising Pvt. Ltd., C-78, Okhla Industrial Area Phase-I, New Delhi-20.
7. M/s. Batra Art Press, A-41, Naraina Industrial Area, Phase-II, New Delhi-110028.
8. M/s. Bengal Offset Works, 335, Khazoor Road, Karol Bagh, New Delhi-110005.
9. M/s. Caxton Press, Caxton House, 2-E, Jhandewalan Extn., New Delhi-110055.
10. M/s. Chandra Prabhu Offset Printing Works Pvt. Ltd., 10, D.S.I.D.C. Complex, Mata Sundari Road, New Delhi-2.
11. M/s. Chaar Dishayen Printers, C-42, Gulmohar Park, New Delhi-110049.
12. M/s. Chandu Press, D-97, Shakarpur, Delhi-110092.
13. M/s. Current Print Productions (P) Ltd., 3D&F, Bigjo's Tower, A-8, Netaji Subhash Place, Pitampura, New Delhi-34
14. M/s. Daily Tej, 8, B.S. Zafar Marg, New Delhi.
15. M/s. Delhi Press, E-3, Jhandewalan Estate, New Delhi-110055.
16. M/s. Dolphin Printo-Graphics, 4E/7, Pabla Building Jhandewalan Extension, New Delhi-110055.
17. M/s. Everest Press, E-49/8, Okhla Industrial Area, Phase-II, New Delhi-110020.
18. M/s. Gita Offset Printers, C-90, Okhla Industrial Area, Phase-I, New Delhi-110020.
19. M/s. Gowersons Publishers (P) Ltd., Gulab House, Maya Puri Industrial Area, New Delhi-110064.
20. M/s. Goyal Stationers, Shop No. 433, Gali Robin Talkies, Subzi Mandi, Delhi-110007.
21. M/s. India Offset Press, A-1, Mayapuri Industrial Area, Phase-I, New Delhi-110064.
22. M/s. Indian Printing Works, E-4, Jhandewalan, Rani Jhansi Road, New Delhi-110005.
23. M/s. International Print-O-Pac Ltd., B-206, Okhla Industrial Area, Phase-I, New Delhi-110020.
24. M/s. Karam Chand Thapar & Bros. (C.S.) Ltd., 85-A, Panchkuian Road, New Delhi.
25. M/s. M.G. Printers Stationers, 1923, Gali Leshwa Bazar Sita Ram, Delhi-110006.
26. M/s. Mehta Offset Pvt. Ltd., Mehta House, A-16(East), Naraina Industrial Area-II, New Delhi-110028.
27. M/s. New Model Impex Pvt. Ltd., Jagjivan Vidya Bhawan, Link Road New Delhi-110055.
28. M/s. Nutech Photolithographers, B-240, Okhla Industrial Area, Phase-I, New Delhi-110020.
29. M/s. Pelican Press, A-45, Naraina Industrial Area, Phase-II, New Delhi-110028.
30. M/s. Personal Graphics & Advertiser Pvt. Ltd., Y-22, Okhla Industrial Area, Phase-II, New Delhi-110020.
31. M/s. Prabhat Publicity, 2622, Kucha Chellan, Daryaganj, New Delhi-110002.
32. M/s. Public Printing (Delhi) Services, C-80, Okhla Industrial Area, Phase-I, New Delhi-110020.
33. M/s. Salasar Imaging Systems, C-7/5, Lawrence Road, Industrial Area, New Delhi-110035.
34. M/s. Samarat Offset Pvt. Ltd., B-88, Okhla Industrial Area, Phase-II, New Delhi-110020.
35. M/s. Saraswati Offset Printers (P) Ltd., Saraswati House, A-5, Naraina Indl. Area, Phase-II, New Delhi-28.
36. M/s. Shagun Offset Pvt. Ltd., B-3/16, Safdarjung Enclave, New Delhi-110029.
37. M/s. Surya Print Process, 9/54, Kirti Nagar, New Delhi.
38. M/s. Tan Prints (India) Pvt. Ltd., 59/32, New Rohtak Road, New Delhi-110005.
39. M/s. Tara Art Press, B-4, Hans Bhawan, I, B.S. Zafar Marg, New Delhi.
40. M/s. The Statesman Ltd., The Statesman House, Connaught Circus, New Delhi.
41. M/s. Union Printers Co-op. Indl. Society Ltd., 2216, H. S. Road, Karol Bagh, New Delhi-110005.
42. M/s. Utility Forms Pvt. Ltd., 602, DLF Tower A, Jasola, New Delhi-110025.
43. M/s. Veerendra Printers, 2216, Hardhian Singh Road, Karol Bagh, New Delhi-110005.
44. M/s. Viba Press Pvt. Ltd., C-66/3, Okhla Industrial Area Phase-II, New Delhi-110020.

Website Copy

Signature
2/11/2015