

Tender notice no. 5-5/2015 PT9.
Government of India
Ministry of Human Research Development
Central Hindi Directorate
(Higher Education)
West Block- VII, R. K. Puram,
New Delhi.

Subject :- Printing of four Dictionary publications

Sealed tenders are invited in two bid system on behalf of President of India from Empanelled "A&B" class offset printers of Directorate of Printing (New Delhi) and DAVP (New Delhi) also having their own infrastructure in all respects such as printing, binding, Packing etc.

S.no.	Name of Publication	No. of Pages	Size	Paper quality	Qty	Style of Binding
1.	Farsi- Hindi Dictionary	575+20	A5	40GSM Bible Paper (As per Oxford Dictionary)	500	As per Oxford English Hindi Dictionary
2.	Hindi- Russian Dictionary	602+15	A5	40GSM Bible Paper (As per Oxford Dictionary)	500	As per Oxford English Hindi Dictionary
3.	Hindi- Sindhi Dictionary	346+12	A5	40GSM Bible Paper (As per Oxford Dictionary)	500	As per Oxford English Hindi Dictionary
4.	भारतीय भाषा कोष Bhartiye Bhasha kosh	1376+12	A4	40GSM Bible Paper (As per Oxford Dictionary)	1000	As per Oxford English Hindi Dictionary

Firms are requested to check/ see samples of similar works before quoting the rates. These samples can be seen at A.D. Printing CHD.

2. Scope of work are as under:

2.1 Designing the cover page, – at least three samples to be submitted by the vendor within 7 days from the date of receipt of work order from the Directorate.

2.2 Bringing final proof of cover, content and text, layout designs to the Directorate for approval.

2.3 Soft copy (in MS-Word and PDF format in CD/DVD) of the final version in Hindi and Punjabi to be provided which should be capable of being uploaded on website.

2.4 The interested firms may submit sealed tender in two separate sealed envelopes on or before ~~02.10.2019~~ by 3:00 PM and Technical bid opening will start at 3:30PM in the presence of Authorized representatives of the firms.

2.5 One sealed envelope for Technical Bid as per format prescribed in Annexure 'A' with a forwarding letter on official letter head of the firm super scribing "Technical Bid for "Printing of four publications of Dictionary" at top of the envelope and Financial Bid as per format prescribed in Annexure 'B' in another envelope.

Technical Bid

3.1 Technical Bid in sealed cover should be then placed in a sealed cover superscribed with "Printing of four publications of Dictionary" on the top of the envelope and should be dropped in the tender box placed in the Directorate.

3.2 The authorized signatory of the tenderer (who have signed the bid) should sign and affix stamp on each page of the tender document as a token of having read, understood and accepted the terms & conditions of the content therein and submit the same along with the technical bid.

3.3 The EMD should be valid for 90 days.

3.4 The firm/tenderer should submit the complete information/documents indicated in the format prescribed for technical bid (Annexure-A) only. No modification in the bids will be allowed after submission of bids to Directorate, under any circumstances. It may please be noted that tenders which are not as per the prescribed format or are without complete information/ documents or conditional tenders/bids will be summarily rejected. Tenders received after due date and time will not be considered. There should be no erasing/overwriting/cutting/ fluiding in the bids, failing which the bids will be summarily rejected.

3.5 EMD of the unsuccessful tenderers will be returned to them without interest whatsoever, at the earliest after expiry of the final tender validity period/ conclusion of the contract, as the case may be.

3.6 EMD (Rs.50,000/-) of the successful tenderer will be adjusted as performance security which is 5% of the Order Value.

3.7 If the successful tenderer fails to furnish the required performance security 5% of the total Value within the specified period, its EMD will be forfeited.

3.8 TDS and other taxes as applicable will be deducted from each bill.

3.9 The Directorate reserves the right to accept or reject any or all the tenders/quotation(s) without assigning any reasons therefore.

3.10 The material/document/ CD supplied by Directorate should be returned to Department after the job is completed along with the bill.

4. **Earnest money deposit:**

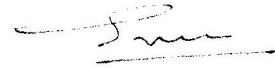
An earnest money deposit (EMD) Rs. 50,000/- (Rupees Fifty thousand only) in the form of crossed Demand Draft/FDR/ Bankers Guarantee drawn in favour of "P.A.O. CHD Higher education, New Delhi" shall accompany the tender.

5. **Performance Security :**

5% Performance Guarantee of the order value with GST must be submitted within 3 working days.

6. **Opening of Price/ Financial Bid :**

Before opening of the financial bid department will display the technically qualified firms on the Website of the department and individually by mail. Financial bid opening will be intimated 3 days prior.



(H. C. Meena)
Asst. Director (Ptg.)
Ph- 011-26105211

TECHINICAL BID FOR DESIGNING AND PRINTING OF “Printing of four Dictionary publications”

Sl.No.	Particulars	
A	Name of the tenderer/firm/ Press	
B	Office Address/ Works address	
C	Name, designation and address of the contact person for this job	
D	Telephone No. of contact person	
E	Mobile No. of contact person	
F	E-mail address of the firm	
G	(Duly stamped and signed copies to be enclosed).	
H	Sample paper as per Specification and Binding material both for Cover page and inside text enclosed. (All samples should be duly signed and stamped).	Yes / No
I	Details of Earnest Money Deposit (EMD)/ NSIC certificate.	
	(i) Amount	
	(ii) Pay Order/ Draft No.	
	(iii) Date of issue	
	(vi) EMD exemption for NSIC registered firms (Must enclose copy of the certificate) self attested	
	Whether the terms and conditions of tender are acceptable or not.	
J	Self-attested undertaking that the quoting firm/ Company/ Press presently is blacklisted by any Ministry/Department of the Central Government/ State Government/ UT/ PSU/ Autonomous Body, etc. or any criminal case is registered against the tenderer/ firm or its owners/ partners anywhere in India.	
K	Whether the signatory to this tender/ bid is authorized to sign such tenders/ bids on behalf of firm/ tenderer.	
L	Intimate the department in which firm/ press is empanelled	

(Signature of the firm/ tenderer
alongwith stamp of firm/ tenderer)

Financial Bid

I/We hereby offer following rates for the printing of “Hindi Punjabi Dictionary” as per the specifications and terms and conditions contained in the tender document:-

1.	Farsi- Hindi Dictionary	Cost per copy	Total Cost
2	Hindi- Russian Dictionary		
3	Hindi- Sindhi Dictionary		
4	भारतीय भाषा कोष Bhartiye Bhasha kosh		
5	GST %		
6	Total-		

(Signature of the firm/tender
along with stamp of firm/tender)