



INVITATION FOR QUOTATIONS FOR PRINTING & SUPPLY OF COFFEE TABLE BOOK
UNDER LIMITED TENDERING PROCEDURE.

To

Dear Sirs,

Sub: **INVITATION FOR QUOTATIONS FOR PRINTING & SUPPLY OF COFFEE TABLE BOOK.**

1. You are invited to submit your most competitive quotation for Printing & Supply of the following item :

Brief Description of the Goods	Specification	Quantity	Delivery Period	Place of Delivery
COFFEE TABLE BOOK	<p>Printing of Coffee Table Book Size- 11 Inch x 8.5 Inch No. of Page- 96 pages 4/4 mm Paper :- 170 GSM Matt Art Paper Printing :- Multicolour Cover and Back :- Kappa Board, pasted 130 GSM art paper with multicolour printing. Jel and Jacket Printing – 4 pages 4/4 mm, 130 GSM Matt Art Paper with mat lamination, UV's with embossing spot UV, Abrasive UV applied on jacket and Hardboard Cover. Binding- Section sewing with hardbound and wrap with thin cellophane.</p>	500 Copies	Within 30 days from the date of handing of the final content.	SPMU, BRLPS office, Vidyut Bhawan, Annexe-II, Patna-21 or BRLPS Godown.

2. Government of Bihar has received a Credit from the World Bank/IDA in various currencies towards the cost of "NRLM" and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

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3. Important Dates and Times/Bid Document

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|-----|---|----------------------------|
| 3.1 | Issuance of bid document | :16/08/2022. |
| 3.2 | Last Date & Time for Submission of Bids | :03.00AM/PM on 31.08.2022. |
| 3.3 | Opening of Bids | :03.30AM/PM on 31.08.2022. |

Note: Interested bidder may attend the opening of bids.

4. Qualification criteria

- Having registration under GST. Signed photocopy of certificate to be attached.
- The Agency should have 05 years work experience in color printing. Signed photocopy of purchase orders with completion certificate should be attached.
- Sample of paper (duly signed and stamped) should be enclosed.
- Minimum Average Annual Turnover should be **Rs 20 lakh** during financial year 2018-19 2019-20 and 2020-21. Photocopy of audited balance sheet & P/L account should be attached or certificate from CA firms should be attached).
- Agency should have four color printing press machines. Purchase order of printing machine /undertaking should be submitted.

5. Bid Price

- Interlineations, corrections, erasures and/or over-writings shall be valid only if initialed by the person or persons signing the bid.
- Applicable GST must be clearly stated. All duties, taxes, freight, insurance, delivery charges and other levies payable by the contractor under the contract shall be included in the quoted price.
- The rates quoted by the bidder shall be fixed for the duration of the supply and shall not be subject to adjustment on any account.
- The Prices should be quoted in Indian Rupees only.
- Tax will be deducted at source, if applicable.
- GST in connection with the sale shall be shown separately.

6. Submission of Bids:

- A bidder shall submit only one quotation in a sealed envelope.
- The bidder must mention full detailed specification of the items quoted. Mere copying of the specifications mentioned by the purchaser or mentioning words like "complying"/"compliant" is not sufficient.
- Envelope containing bids must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.

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7. Liquidated Damages

- 7.1 For delays: The applicable rate is 0.5 % per week and the maximum deduction is 5 % of the contract price. On further delays, purchase order may be cancelled.
- 7.2 For the period between confirmation received from supplier about completion of work and date of quality inspection/confirmation from BRLPS to start the delivery will not be considered as delay in supply.

8. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

9. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- Are properly signed and
- Conform to the terms and conditions, technical specifications and qualification criteria.
- Who has quoted the lowest evaluated price?

10. Award of Contract

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who in the assessment / judgment and sole discretion of the BRLPS, has technical capability to execute the contract and has quoted the lowest price.

- 10.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject part/all quotations at any time prior to the award of contract.**
- 10.2 The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 10.3 In case if L1 agency fails to do the job, BRLPS may take the services of L2 agency on L-1 rate.
- 10.4 BRLPS may increase the quantity as per requirement at the quoted rate. The rate will be valid for one year.

11. Quality Verification

Quality of printed/supplied Books may be verified either by a team of BRLPS officials constituted by the CEO or by a third party agency as per the decision of BRLPS . The quality verification may be done at printer site or at the site of place of delivery. Supplier has to inform in writing about the completion of printing, so that quality may be verified.

12. The supplier has to provide proof (in hard copy in prescribed paper size) for approval before final printing.

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**JEEVIKA**

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**

बिहार सरकार

1st Floor, Vidyut Bhawan - II, Bailey Road, Patna- 800 021; Ph.:+91-612-250 4980; Fax:+91-612-250 4960; Website:www.brplp.in

13. Payment shall be made within 21 days (excluding Sundays and Holidays) after satisfactory delivery, quality and quantity verification of the books. The supplier has to submit the bill for payment after completion of the entire assignment.

We look forward to receiving your quotations and thank you for your interest in this project.

Encl.:

Annexure I- Format of Quotation.

(Dr Santosh)
Procurement Specialist



Format for quotation for printing & supply of Coffee Table books.

Annexure-I

Sl. No	Description of the goods	Specifications of the goods / Offered	Quantity and Unit	Price for each unit (Rs.)				Total Price (Rs.)	
				Unit rate including excise, customs duty	Transportation, insurance, local incidental costs, etc.	GST	Quoted Unit rate	(in figures)	(in words)
(1)	(2)	(3)	(4)	5(a)	5(b)	5(c)	5(a+b+c)= 5(d)	(6)=5(d) X (4)	(7)
1	Coffee Table books.		500 Copies						

Note: In case of discrepancy between unit price and total price, the unit price shall prevail.

Total bid price (in figures) Rs.

(In words) Rupees.....

We agree to supply & demonstrate the quality of the above goods in accordance with the technical specifications for a contract price quoted against each item within the period specified in the Invitation for Quotations.

Signature of Bidder:.....

Name:.....

Business Address:

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