

As per standard list

LIMITED TENDER ENQUIRY

Note: This notice is being published only as an abundant precaution and is not an open invitation to quote in the Tender. Participation in this tender is by invitation only and is limited to the selected SPMCIL's Registered Bidders for the item, who have been sent this Tender by Post/Courier. Unsolicited offer are liable to be ignored.

Sub: Tender Enquiry for Printing and supply of 3000 Nos. of Executives Diaries and 2500 Nos. of Calendars.

Security Printing and Minting Corporation of India Limited (SPMCIL) a wholly owned by Government of India Miniratna Category – I CPSE, located at Jawahar Vyapar Bhawan, Janpath, 16th Floor New Delhi – 110001, invites quotations for printing and supply of 3000 Nos. of Executives Diaries and 2500 Nos. of Calendars for the year 2017 as per the specifications attached as **“Annexure – A” for Diaries and “Annexure – B” for Calendars.**

Terms and Conditions:

1. Layout/Artwork of Diaries/Calendars shall be developed by the successful bidder which will be submitted to SPMCIL for vetting before printing of the said items within 10 days of receipt of orders from SPMCIL. Dummies of both products shall be got approved from the Competent Authority in SPMCIL before going ahead for final printing. Final products shall be supplied by the concerned firm to SPMCIL within 20 days of receipt of the approval of Diary and Calendar as per the specification.
2. Quotation as per the specification attached **“Annexure – A” for Diaries and “Annexure – B” for Calendars** may be submitted in a sealed envelop subscribed **“Quotation for Executives Diaries and Calendars” to Dy. Manager (IR)** on 1st Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi – 110001. Quotations shall be received upto 3.00PM on 18.10.2016.
3. The cost quoted should be all inclusive including printing/customization charges, VAT/Taxes etc.

4. Penalty will be levied for delayed delivery as liquidated damages. Penalty shall be levied at the rate of **2%** of the value of Diaries and Calendars to the specific destination of supply per week's delay subject to maximum of **10%** of the total value.
5. No advance payment shall be made by SPMCIL. However, payment shall be released as early as possible after receiving the products in good condition. Standard deduction like Income Tax (TDS) etc. will be deducted at source from the final bill as per Income Tax Act.
6. No other charges shall be payable except for the rates quoted by the firm.
7. Conditional offers are liable to be rejected.
8. The quantities mentioned are approximate and may vary at the time of placing the order. The rate for additional pages plus or minus shall be on pro-rata basis.
9. The Earnest Money Deposit (EMD) of **₹10,000/- (Rupees Ten Thousand Only)** in the shape of demand draft or pay order in favour of **SPMCIL payable at New Delhi** is to be submitted alongwith the tender documents and shall be refunded to unsuccessful bidder after issue of work order.
10. Quotation submitted without EMD will not be entertained.
11. The successful bidder shall furnish performance security to SPMCIL for an amount equal to ten percent of the total value of the work order immediately after receipt of award letter. The security should be valid for the period of sixty days and may be furnished in the form of demand draft or bank guarantee (as per SPMCIL Proforma) in favour of SPMCIL.
12. The delivery of the final product shall be made at SPMCIL, Corporate Office, Jawahar Vyapar Bhawan, Janpath, 1st Floor, STC Building, New Delhi – 110001 and in the nine Units of SPMCIL as per decision of SPMCIL. Courier/Speed Post charges and octroi charges wherever applicable, for delivering the goods in nine Units of SPMCIL shall be reimbursed as per actual.
13. SPMCIL reserves the right to place the order for Diaries and Calendars separately or combined on lowest cost basis.

14. SPMCIL reserves the right to cancel the tender without assigning any reason.

Yours faithfully,

(V.G. Mahria)
Dy. Manager (IR)

Encl: Annexure (A&B)

SPECIFICATION FOR DIARIES – 2017
(As per sample kept in SPMCIL)

SPMCIL DIARY 2017

1	Finishing Size	Hard Case Size 19x25.5 cm (Inside 18.5x24.5 cm)
2	Quantity	3000 Nos.
3	Paper	Outer Cover – Geltex jacket covered Colour Maroon/Blue PU sheet with stitched window. 4 colour printing on geltex sheet within the window of PU cover.
		Separator - 130 gsm art paper
		End Paper - 120 gsm SS Maplitha of “A” grade paper.
		Inside Page - 70 gsm SS Maplitha paper of “A” grade paper.
4	No. of page	Date page – 316 pages + 80 Information pages + 4 telephone index page and one page of list of holidays.
		Separator - 12 pages, (one page before every month)
5	Color	Cover: <ul style="list-style-type: none"> • Gold Leaf printing of Logo and Name of the Company (Bi-lingual) on the bottom of front cover. • Executive Diary engraved in English and 2017 in Golden Leaf printing on the top of front cover. • Gold leaf printing of Name, address and Logo of the Company on back cover (Bi-lingual). • All inside pages in two colours. • Front (Aster) pages in four colours. • As per the sample available in SPMCIL Office.
		Separator: 4 colours front & 2 colours back (month planner) End Paper (Astar) – Planner 2017 in 2 colours.
		SPMCIL Logo on every date page.

6	Fabrication	<p>Cover:</p> <ul style="list-style-type: none"> • Engraving of Logo and Name of the Company (Bi-lingual) on the bottom of front cover. • Executive Diary engraved in English and 2017 in Golden Leaf printing on the top of front cover. • Gold Leaf printing of Name, address and Logo of the Company on back cover (Bi-lingual).
		12 separate (fine pasting).
		Month wise Index Cutting.
7	Binding	Hard Case Bound with siraja & ribbon.
8	Packing	<p>A. Each diary is to be inserted in a box of 250 gsm white back duplex duly printed in 2 colours.</p> <p>B. 25 Diaries inserted in box to be packed in corrugated box.</p> <p>C. The corrugated box should be properly sealed with plastic strip.</p>

SPECIFICATION FOR CALENDARS – 2017

WALL CALENDAR – 2017

Sr. No.	Details
1	2500 Nos.
2	3 leaves - front & back printing.
3	4 Colour printing.
4	1 fly leaf 4+0 colour printed.
5	Calendar size 22" x 17" (55 x 42 cms).
6	Paper – 250 gsm, imported art card (Gloss).
7	Five themes/concepts to be provided by the successful bidder for calendar to the satisfaction of the Competent Authority of SPMCIL. Photographs to be used in the calendar should not be in violation of copyright Act.
8	Designing/typesetting to be done by successful bidder two months on each side of the leaf.
9	Binding: Wiro Binding with Metal Loop, hanger of 16" length coated as per the color of wiro.
10	Individually packed in paper envelop of 110 gsm sunshine maplitho with SPMCIL logo and name in bilingual with same colour scheme.
11	25 Calendars are to be packed in each corrugated box.

NAME OF THE FIRMS

- (1) M/s Usha Diaries**
3, Chamelian Road, Bara Hindu Rao
Behind Model Basti Fire Station
Near Filmstan Cinema
Delhi- 110 006
Ph. No. 011-23529063; email: anshulm@ushadiaries.com
- (2) M/s Printman Associate (P) Ltd.**
8, Printing Press Area
Behind Punjab Kesri News Paper
Near Wazirpur Bus Depot.
Ring Road, Delhi- 110 052
Ph. No. 011-27190579; email: info@printmanindi.com
- (3) M/s MLB Products Pvt. Ltd.**
C-31, Mayapuri Industrial Area
Phase-II, New Delhi- 110 064
Ph. No.: 011-41845106; email: mlbproduct@yahoo.co.in
- (4) M/s Techno Prints**
8A/78, WEA Karol Bagh
New Delhi- 110 005
Ph. No.: 099977 47888; email:
- (5) M/s. Brijbasi Art Press Limited**
E-46/11, Okhla Industrial Area
Phase-II, New Delhi-20
Ph. No.: 011-26386232
- (6) M/s. Shivam Offset**
A-28/1, Mayapuri Industrial Area,
Phase-I, Delhi-110 064

- (7) **M/s. Ajanta Offset & Packagings Limited**
Madani Hall, 1,
Bahadur Shah Zafar Marg
New Delhi- 110 002
Ph. No.: 011-23320789; email: vibhor@ajantaoffset.com
- (8) **M/s. Degree 360 Solutions Pvt. Ltd.**
114, 1st Floor, Pratap Bhawan
5 Bahadur Shah Zafar Marg
New Delhi.
Ph. No.: 41508791; email: 360solution@gmail.com
- (9) **M/s. Dun & Broadstreet Information Services Pvt. Ltd.**
Economic Analysis Group
1st Floor, Administrative Building,
NSC Technical Services Center
Okhla Industrial Estate, Phase- III
New Delhi- 110020
Ph. No.: 011-41497900; email: dbdelhi@mail.co.in
- (10) **M/s. Living Media Ltd.**
A-61, Sector-57
Noida-201 301
U.P.
- (11) **M/s Current Advertising Pvt. Ltd.**
3 D&F, Bigjo's Tower,
A-B, Netaji Subhas Place, Pitampura,
Delhi – 110034; email: currentad@gmail.com

- (12) M/s Pamm Advertising & Marketing**
302, 304, Sethi Bhawan
7, Rajendra Place,
New Delhi - 110 008; email: pammdelhi@rediffmail.com
- (13) M/s Airads Ltd.**
433, Functional Industrial Estate,
Patpar Ganj,
Delhi- 110 092; email: airads@airtelmail.in
- (14) M/s. Critique Communication Pvt. Ltd.**
Barakhamba Road,
New Delhi-110001