



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड Security Printing and Minting Corporation of India Limited

मिनिरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)
Miniratna Category-I, CPSE
(Wholly owned by Govt. of India)

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.

Ref.: SPMCIL/Sec./12/2014-15
September 02, 2014

LIMITED TENDER ENQUIRY

Sub.: Limited Tender Enquiry for Printing and supply of 300 copies of 10th Annual Report of SPMCIL for the year 2014-15.

Security Printing and Minting Corporation of India Limited (SPMCIL) is a Miniratna Category-I CPSE, wholly owned by Government of India having its Registered Office at 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001. The company invites sealed quotations from publisher / printer having turnover not less than 20 lacs per annum during the last 3 years and who have capacity of printing four colour glossy reports and have printed atleast one Annual Report of a PSU/Govt. organisation during last 3 years for composing, designing, printing and supply of 300 copies of Bilingual Annual Report of SPMCIL for the Financial Year 2014-15 as per specifications attached as **Annexure-'A'**. The documentary proof of above eligibility criteria should be enclosed with tender.

2. Composing and Designing of Annual Report shall be done by the successful bidder and first draft shall be submitted to SPMCIL for vetting within 10 days of receipt of text matter from SPMCIL. The successful bidder/printer shall also submit design of the cover page for approval by competent Authority of SPMCIL within 7 days from date of issue of work order. Subsequent proofs of corrected draft if any should be submitted within 5 days from the date of providing corrected document. The final proof will be submitted in Colour with binding complete in all respect for approval by SPMCIL before final printing. Supply of Annual Report alongwith softcopy in PDF format shall be provided within 7 days of receipt of the final approval of Annual Report as per the specification.

3. The Tender should be submitted in the format enclosed at **'Annexure-B'** and must be valid for 90 days from the date of opening of the bids.

4. Penalty will be levied for delayed delivery as liquidated damages. Penalty shall be levied at the rate of 2% of the value of Tender per week's delay subject to maximum of 10% of the total value.

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011-23701225-26 16वी. मंजिल, जवाहर व्यापार भवन, जनपथ, नई दिल्ली - 110001
011-23701141-42 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001

फैक्स: 011-23701223

E-mail: spmCIL@rediffmail.com

CIN : U22213DL2006GOI144763

5. No advance payment shall be made by the SPMCIL to the successful printer. However, payment shall be released as early as possible after receiving the Annual Reports in good condition. Statutory deductions like Income tax (TDS) etc. will be deducted at source from the final bill as per Income Tax Act, 1961.
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 delivery of the final product shall be made at SPMCIL, Corporate Office at 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001.
10. SPMCIL reserves the right to cancel the tender without assigning any reason at any stage.
11. Quotation in the prescribed format attached as "Annexure-B" for Annual Report may be submitted in a sealed envelope subscribed "**Quotation for 10th Annual Report of SPMCIL for the year 2014-15**" to **Dy. Company Secretary, SPMCIL, 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi – 110001 latest by 23rd September, 2015 till 1:00 pm**. The quotations will be opened on the same day at 3.00 PM in presence of bidders who wish to attend the bid opening.

Yours faithfully,

Sd/-
(SACHIN AGARWAL)
Dy. Company Secretary

Encl.: As above.

SPECIFICATION FOR ANNUAL REPORT OF SPMCIL FOR THE YEAR 2013-14

- (i) Quantity : **300 copies** (Bilingual) including one Softcopy in PDF Format
- (ii) Size : 8.25"x 11.75"
- (iii) Paper : *Cover:* Natural Evolution white 240 gsm
Inside: 90 GSM Gloss Art Paper
- (iv) Total No. of Pages: **Approx. 214 pages** (English-107 page + Hindi-107 page) as per following details:
(i) Four colours - 84 pages (including covers)
(ii) Black & white - 130 pages
- (v) Text : Bilingual (Hindi & English) shall be provided by SPMCIL.
- (vi) Binding : Perfect Binding with Stitching.
- (vii) Lamination : Varnish on Cover both side.

PROFORMA FOR SUBMISSION OF BID

1.	Firm Name									
	Communication Address									
	Contact Person									
	Contact No. & FAX									
	E-mail									
2.	Eligibility Criteria									
	(i) Turnover of the Company not less than ₹20 lacs per annum during last 3 years	<table border="1"> <thead> <tr> <th>Year</th> <th>Turnover (₹)</th> </tr> </thead> <tbody> <tr> <td>2014-15</td> <td></td> </tr> <tr> <td>2013-14</td> <td></td> </tr> <tr> <td>2012-13</td> <td></td> </tr> </tbody> </table>	Year	Turnover (₹)	2014-15		2013-14		2012-13	
Year	Turnover (₹)									
2014-15										
2013-14										
2012-13										
3.	(ii) Printing of at least one Annual Report of a PSU during last 3 years	<table border="1"> <thead> <tr> <th>Year</th> <th>Name of PSU/Govt. Organisation</th> </tr> </thead> <tbody> <tr> <td>2013-14</td> <td></td> </tr> <tr> <td>2012-13</td> <td></td> </tr> <tr> <td>2011-12</td> <td></td> </tr> </tbody> </table> <p><i>The documentary proof for the above (i & ii) must be enclosed with tender.</i></p>	Year	Name of PSU/Govt. Organisation	2013-14		2012-13		2011-12	
	Year	Name of PSU/Govt. Organisation								
2013-14										
2012-13										
2011-12										
Financial Offer										
(i)	Composing, Designing and Printing of 300 Copies (Bilingual) containing total 214 pages as per specification mentioned at Annexure-A.	₹								
(ii)	Tax (if any)									
	Total (₹)									
(iii)	In case of increase / decrease in pages of the annual report, amount shall be paid / deducted at rate per page as given below:-									
	(a) B&W	Rate per page (300 copies) (₹) :								
	(b) Two Colour	Rate per page (300 copies) (₹) :								
	(c) Four Colour	Rate per page (300 copies) (₹) :								

Date:

Name & Signature of the Authorised Signatory

Place:

Name : _____

Signature : _____

Seal of the Firm