



नर्मदा नियंत्रण प्राधिकरण

(जल संसाधन, नदी विकास एवं गंगा संरक्षण मंत्रालय, भारत सरकार)

NARMADA CONTROL AUTHORITY

(Ministry of Water Resources, River Development & Ganga Rejuvenation, Govt. of India)

No: D-5(2)/Printing /2016-17/ 2576-2578

Dated: 24.07.2017

NOTICE INVITING TENDER

25

Secretary, Narmada Control Authority, Narmada Sadan Scheme No. 74 Sector-B, Vijay Nagar, Indore (M.P.) on behalf of Chairman, NCA invites item rate sealed tender upto 16-00 hrs. on or before 21.08.2017 from reputed Printers/Agencies for Printing and Binding of Annual Report of Narmada control Authority for the year 2016-17 in English and Hindi 150 copies each. The details of works is given in schedule of quantities attached at Annex-I.

Experience certificate for carrying out similar work has to be submitted along with the Tender. An EMD amounting to Rs. 1600/- has to be deposited in the form of DD/Bankers cheque etc. in favour of Narmada Control Authority payable at Indore with the tender. Without EMD, the tender will not be accepted. There must be two envelopes, one containing registration certificate, VAT certificate, Pan Card, experience certificate and EMD and another containing Financial Bid. The Financial Bid will be opened only after compliance of Technical Bid, if found satisfactory to the Authority.

The tenders so received will be opened at 17-00 hrs on 21.08.2017 in NCA Office, Narmada Sadan, Scheme 74, Vjay Nagar, Indore.

Notice inviting tender can also be seen and downloaded from NCA website www.nca.gov.in.

Technical Specifications:

1. The paper for printing of internal text matter and internal photographs should be of 130GSM Art paper of reputed company makes.
2. Two or more Photographs (in four or more colours) should be printed on each page.
3. The paper for cover page printing should be of 300 GSM Art paper. Coloured Photographs (in four or more colours) should be printed at front and back pages and cover pages should be laminated.
4. Printed text and photographs pages will only be counted and blank pages will not be counted for payment. Thus no payment for blank pages will be made.
5. Binding of English version and Hindi version should be done separately.
6. Printing should generally be done back to back, However, printing of starting of each Chapter of Report should be done in a separate page.

Terms & Conditions:

1. Blank tender form can be obtained free of cost from the office of the Secretary (Liaison Unit) NCA, Indore on all working days except Saturday, Sunday and other holidays between 10.30 hrs. to 17.00 hrs. upto 18.08.2017. Blank tender form can also be downloaded from NCA website www.nca.gov.in.
2. The Art papers for printing of text matters and photographs should be as per technical specifications and standard company make.
3. The item rate should be quoted inclusive of all taxes and charges, duties, VAT etc. and it should be valid up to 31.3.2018.

Contd..2

नर्मदा सदन, सेक्टर-बी, स्कीम नं. 74 सी,
विजय नगर, इन्दौर-452 010 (म.प्र.)

Narmada Sadan, Sector-B,
Scheme No. 74-C, Vijay Nagar,
Indore-452 010 (M.P.)



जल बचत - जल संयोज

स्वच्छ सुरक्षित जल-सुन्दर खुशहाल कल
CONSERVE WATER - SAVE LIFE

सचिव
Secretary
E-mail :
Website :

फोन : 0731-2575753
फैक्स : 0731-2575752
secy.nca@nic.in
www.nca.gov.in
www.mowr.gov.in

4. The Printer/Agency has to submit sample reports/booklets as proof for carrying out one similar printing works of same or higher magnitude in quantity and amount or two similar works of 80% in quantity and amount within last three years. If any Agency/Printer has printed Annual Report of NCA in past then they are exempted from this condition.
5. An Earnest Money amounting to Rs. 1600/- (Rupees one thousand six hundred only) has to be deposited along with the tender in form of DD/Bankers cheque/call deposit in name of NCA, Indore. The tender without earnest money shall not be considered /opened.
6. The tender will be received upto 21.08.2017 at 4.00 pm and will be opened on the same date at 5 pm i.e. on 21.08.2017.
7. Soft Copy of the text materials in coral format for English and Hindi will be given by NCA for setting & Printing etc. Likewise composed Photographs will also be given in soft format.
8. After setting of materials & Photographs the agency/printer will require to give two or more proof before final printing for which no separate payment will be made.
9. The printing & binding etc. has to be carried out as per the satisfaction of competent authority of NCA.
10. Income tax and any other tax as applicable shall be deducted from the bill.
11. No advance or running payment will be done before completion of works.
12. Competent Authority, NCA reserves the right to cancel any or all tenders without assigning any reason thereof. The lowest bid will be considered on the basis of total amount of the schedule of quantity.
13. All works should be completed within 15 days from the date of giving t materials for printing. If work will not be completed within stipulated date then works can be got done through other agency at risk and cost of printer/Agency.
14. After final printing and supplying the reports, any mistake is observed then necessary correction will be required to be carried out without any extra cost.
15. A soft copy on CD/DVD of final Annual Report (Hindi & English both) has to be given without any extra cost after completion of printing works both in coral and word format.
16. Payment shall be released after satisfactorily completion of works through Account payee Cheque.
17. EMD will be released after one month of satisfactorily completion of works.
18. On the satisfactorily completion of the work, the qualified firm can be given the printing work for the year 2017-18 Annual Report also on the same rate, terms & condition that of the year, 2016-17 as per mutual agreement


To

Secretary, NCA

N.O.O

Copy to:

1. Finance Officer, Narmada Control Authority, Narmada Sadan, Indore.
2. ✓ APRO, NCA, Indore. The NIT may be uploaded on NCA website.
3. Notice Board, Narmada Sadan, Indore


Secretary, NCA

SCHEDULE OF QUANTITIES

Name of Work: **Printing & Binding of Annual Report of NCA for the year 2016-17.**

Sl.No	Particulars	Qty. (Approx)	Unit	Rate	Amount (In Rs.)
1.	Composing and setting of photographs in English and Hindi version reports.	20 pages	Per Page		
2.	Setting & Printing of running / text matters in two colours on 130 GSM art paper including cost of papers etc. complete. In Hindi (150 Books) (a) In English (150 Books)	175 pages 175 pages	Per Page for 150 books. do-		
3.	Printing of Photographs both in Hindi & English in four or more colours on 130 GSM art paper including cost of paper etc. complete.	20 (10 for Hindi & 10 for English)	Per page for 150 Books each Hindi & English		
4.	Composing, setting and printing of cover pages (Front & Back) in four or more colours in Hindi & English on 300 GSM art card including lamination and cost of papers etc. complete.	300 Books	Per Book		
5.	Cutting and Binding of Reports etc. complete.	300 Books	Per Book		

Signature and Seal of Agency/Printer