

ANNEXURE-1

TERMS & CONDITIONS FOR AWARD OF CONTRACT FOR PRINTING OF CSIR-CMERI ANNUAL REPORT 2017-18

i. Items & Quantity required to be printed

Description of the items proposed to be printed is given hereunder.

Sl.	Item	Quantity
(1)	CSIR-CMERI Annual Report 2017-18	200

ii. Specification**(1) CSIR-CMERI Annual Report 2017-2018**

Page Size	Demy Quarto (8.25" x 11")
Pages	~ 200
Binding	Paper Back
Inside paper	100 GSM Imported Art Paper, Matt on text pages
Text Printing	Four colours throughout
Cover Page	300 GSM Imported Art Card
Cover print	Four colours, with partial UV etching

iii. Samples for submission

Samples of paper as per our specification shall be supplied along with the quotation

iv. Quotation

The rates shall include the cost of paper, printing, binding, packing, supply of materials etc. Vendor should be able to execute all the required jobs together, part quotation will not be entertained.

v. Agency

- (1) The bidder should have latest high quality colour printing machine of their own. They should have latest software and hardware and sufficient manpower to operate it along with experience of three similar works. List of machines and equipment held by the firm may be enclosed and representatives of CSIR-CMERI may visit to check the above facility before awarding the work
- (2) Should have PAN/TAN number, Sales tax registration, VAT registration
- (3) Shall have been in the publishing business for not less than five years. Suitable documentary evidence (PO copies etc.) should be provided.
- (4) Shall have experience in working with Government Departments
- (5) The printer/vendor also enclose a certificate stating that his firm has a good reputation and there is no complaint against it and have not been blacklisted by any Government organization.

Sherah
23/9/19

vi. Other Terms & Conditions

- (1) Rates is to be submitted according to the specifications
- (2) The tenders received late or not fulfilling the terms & conditions will be rejected
- (3) Delay beyond the scheduled time in excess of 10 days will be deemed to have the printing order cancelled.
- (4) The tender validity period is 180 days from the date of opening of tender
- (5) Payment will be released only after it is ensured that the items are in order and to the satisfaction of CSIR-CMERI
- (6) CSIR-CMERI reserves the right to accept or reject any / all offer(s) without assigning any reason thereof. Any enquiry after submission of the tender will not be entertained

Sybilah
23/9/19