



VASANTDADA SUGAR INSTITUTE
MANJARI BK., HAVELI, PUNE- 412307
Phone: 020-26902286/316
WEBSITE: www.vsisugar.com

TENDER NOTICE

Date- 11.08.2023

Sealed offers in two envelopes (in prescribed format) are invited from reputed Printer Agencies/ Suppliers/ Printing Press/Printing Firms for Printing & supply items as below.

Sr. No.	Item/Description	Tender form fees (Incl. GST)	EMD Amount
1.	Design, Printing, Binding, Supply of ANNUAL REPORT (English) with envelope, Qty- 750 Nos.	2,006/-	8,500/-
2	Design, Printing, Binding, Supply of SOUVENIR BOOK Qty. : 2000 Nos.	2,006/-	8,500/-

For detailed tender notice, please visit website. The tender form can be downloaded from website. Last date for submission of Tender is **21.08.2023**. Institute reserves the right to accept or to reject any or all tenders without assigning any reason thereof.

DIRECTOR GENERAL

COMMERCIAL BID
(Tender form for Annual Report)

From: _____

Ph/Mobile No. _____

To,
 The Director General,
 Vasantdada Sugar Institute,
 Manjari Bk., 412 307,
 Tal.- Haveli, Dist.- Pune

Sub: Tender for

Dear Sir,

As per your tender notice published, we are submitting herewith our lowest offer as under.

Sr.No.	Particulars	Rate	Quantity	Amount Rs.

Note: The rate should be quoted in words & figure.

Terms & Conditions:

1. Taxes :
2. Delivery :
3. Validity :

Declaration: I/We agreed to complete the work within stipulated period and also accept all terms and conditions mentioned in tender.

Yours faithfully,

Signature:

Name :

Stamp of the firm:

COMMERCIAL BID
(Tender form for Souvenir Book)

From: _____

Ph/Mobile No. _____

To,
 The Director General,
 Vasantdada Sugar Institute,
 Manjari Bk., 412 307,
 Tal.- Haveli, Dist.- Pune

Sub : Tender for printing/binding/supply of Souvenir Books.

Dear Sir,

As per your tender notice published, we are submitting herewith our lowest offer as under.

Sr.No.	Particulars	Rate	Quantity	Amount Rs.

Note: The rate should be quoted in words & figure.

Terms & Conditions:

1. Taxes :
2. Delivery :
3. Validity :

Declaration: I/We agreed to print and supply work within stipulated period and also accept all terms and conditions mentioned in tender.

Yours faithfully,

Signature:

Name :

Stamp of the firm:

Sub: Tender Terms & Conditions for Annual Report & Souvenir Book

1. Printer should have their own printing press, they should have at a time 4 or 5 colors printing hadderburg or equivalent machine and they should have their own CTP unit, perfect binding, cutting, lamination, UV coating, stamping everything under one roof and should have experience of completing similar types of work during last three years.
2. Please quote the rate including printing, material, freight, loading, transporting & unloading up to VSI Office, Manjari Bk., Haveli, Pune & GST separately.
3. Demand Draft for each item/ category of (a) **Rs. 2,006/- (Tender form Rs. 1700/- Plus GST Rs. 306/-) towards tender form fee (Non-Refundable) and (b) Rs. 8,500/- towards Earnest Money Deposit (Refundable)** of Nationalized/scheduled Bank in favor of Vasantdada Sugar Institute, Pune should be submitted with offer.
4. Printer/Supplier will have to complete the order within 30 days from the date of order. If the supplier failed to complete the job within given period, penalty equal 0.50% of cost of contract value per week will be recovered.
5. All Taxes, Road Tolls etc. on the printer/suppliers account.
6. The Institute is not responsible for any accidents/claims during the transportation of the material.
7. Printer/Supplier should submit the delivery challan/invoice, without this unloading will not be allowed.
8. The printer/supplier should give prior intimation before unloading.
9. The decision of Director General VSI is binding on printer/supplier in respect of all the dispute.
10. T.D.S. provisions of I.T. Act are applicable, and according T.D.S. at applicable rate would be deducted from bill amount.
11. Selected Agency will have to deposit the security deposit of 4 % of the total order cost and the same shall remain in the hand and custody of VSI without any interest till completion of Order. Selected Agency will have to sign an Agreement before placement/receiving of order on Rs. 500/- non judicial stamp paper.
12. In case of download of tender form from website, the cost of the tender form by DD should be submitted along with offer in envelope no.1 (Technical bid)
13. 100% payment will be made within 30 days against supply/receipt of bill of material as per specification at our site.
14. If the printer/supplier failed to supply the printing material ordered, the same would be printed and purchased from other printer/supplier at the risk & cost of the firm.
15. Offer should be valid for 90 days.
16. All disputes are subject to Pune jurisdiction.

IMPORTANT: The Tender should be submitted in two separate sealed envelopes in the following manner.

Envelope No. 1. : a D. D of EMD, Cost of Tender Form, list of machinery & technical manpower available, the list of customers for whom similar works have been done during last three years, a copy of registration, a copy of GST registration, a copy of PAN card.

Envelope No. 2. Commercial offer only. The rates should be quoted both in words and figures. In case of variation in rate quoted in figures & word, the rate quoted in word shall be acceptable.

Chief Accountant & I/c. Purchase

Specifications for Annual Report :

Design, Printing, Binding, Supply of 47th Annual Report 2022-23 in English :

Including designing work

- 1) Size : A/4 (210 mm x 297 mm)
- 2) Paper for cover page : 270 gsm Rendzavour.
- 3) Paper for inner page : 130 gsm lykem mat
- 4) Printing of cover page : 5 colour printing both sides,
fifth colour silver or golden as a special colour
- 5) Texture UV Coating : on cover page
- 6) Silver / Golden Foil Stamping : on cover page
- 7) Coating : Cover page one side Aqueous Coating
- 8) Inner pages : 176 pages (Approx.)
- 9) Inner pages : All pages printing in 5 colours (special
silver/golden colour)
- 8) Processing : CTP
- 11) Finishing : Perfect binding
- 12) Envelope : Envelope size 8.75" x 12.50" in 4 colour
Printing on paper 170 gsm lykem mat.
- 13) Lamination : Inner side gloss lamination

Note :

Printer should have their own printing press, they should have at a time 5 colour printing machine & they should have their own perfect binding, cutting, lamination, UV coating, stamping everything under one roof.

Terms & Conditions:

1. Soft copy given by us (word file/page maker).
2. All compilation job of Text & layout with photos is to be done by Supplier.
3. Only photographs will be provided by VSI.
4. Proof for corrections as per our requirement.
5. Complete job will have to be completed within 30 days from the date of work order.
6. One copy of color dummy of job should be submitted for approval.

Specifications for Souvenir Book :

Design, Printing, Binding, Supply of Souvenir book in English:

Including designing work

- 1) **Size** : Letter (W 8.5 inch x H 11 inch)
- 2) **Paper for cover page** : 270 gsm Rendzavour
- 3) **Paper for inner page** : 130 gsm lykem mat
- 4) **Printing of cover page** : 5 colour printing both sides,
fifth colour silver or golden as a special colour
- 5) **Texture UV Coating** : on cover page
- 6) **Silver / Golden Foil Stamping** : on cover page
- 7) **Coating** : Cover page one side Aqueous Coating
- 8) **Inner pages** : 272 pages (Approx.)
- 9) **Printing of inner pages** : printing in 4 colours
- 10) **Processing** : CTP
- 11) **Finishing** : Perfect binding

Note :

Printer should have their own printing press, they should have at a time 5 colour printing machine & they should have their own perfect binding, cutting, lamination, UV coating, stamping everything under one roof.

Terms & Conditions:

1. Soft copy given by us (word file/page maker).
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