

F. No. 9-3/2017-HS  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Agriculture, Cooperation & Farmers Welfare

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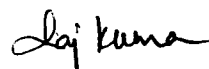
Krishi Bhawan, New Delhi.  
Dated, the 30<sup>th</sup> May, 2017

**E-TENDER NOTICE**

**Subject: Printing of Horticulture Statistics at a Glance-2017 of Ministry of Agriculture & Farmers Welfare – Quotations regarding.**

The Ministry of Agriculture & Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare invites Online quotations **on single bid format** from the willing printers who are empanelled as 'A' Class Offset Printers with Directorate of Printing, Ministry of Urban Development, Govt. of India to award the contract for Printing of **Horticulture Statistics at a Glance-2017** of this Ministry. About **200 copies of Horticulture Statistics at a Glance-2017** in English are to be printed in *multi-colour* with charts & graphs. The manuscript consists of approximately 470 pages including annexures. The contents are subject to change at proof reading stage and number of pages may accordingly increase/decrease marginally.

2. The bids must be submitted on **www.eprocure.gov.in** through online mode only on prescribed proforma (Annexure-II). No manual bids will be accepted. EMC of Rs. 5,000/- (Rupees Five Thousand only) from any scheduled Commercial Bank in favour of Pay & Accounts Office (Sectt.-I), Department of Agriculture, Cooperation & Farmers Welfare in sealed cover prominently marked as "**EMD for Printing of Horticulture Statistics at a Glance-2017 of the Ministry of Agriculture & Farmers Welfare**" may be submitted to Section Officer (GA) in Room No. 15, Ground Floor, Krishi Bhawan, New Delhi-110001 latest by **3.00 PM on 14.06.2017**. The bids will be opened on **15.06.2017 at 12.30 PM**.
3. **The quotations will not be considered without paper sample.**
4. The scope of work and other terms & conditions are at **Annexure-I**.
5. The rates for each item shall be indicated both in words and figures and the price quoted at the time of submission of tender should remain valid for acceptance by the Department till 45 days. There should be no overwriting, erasing etc. in the bid.
6. If successful bidders decline to act on the contract placed by Department, EMD shall stand forfeited and no claim on this account shall be entertained. The EMD of unsuccessful bidders shall be returned/refunded after finalization of contract. The bid is also to be accompanied with experience details and other relevant information which prospective bidder may like to bring to the notice of Department.
7. The firms will be evaluated based on meeting tender criteria viz. submission of EMD/experience/accepting en-block terms and conditions etc. and other things equal the contract shall normally be awarded to lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily. The bidders are not allowed to alter or modify their bids after expiry of the deadline for receipt of bids.



**“ It may be specifically noted that the bids not meeting even the basic cost of the inputs i.e. unreasonably low prices just to undercut and obtain contract are liable to be ignored to maintain required standards of work being awarded. The Department reserves the right to inspect infrastructure/logistics available before awarding contract. The past performance with Department will be an important criterion in evaluating the bid”.**

8. It is not mandatory for Department to assign final printing job to the selected vendor even after awarding of contract and Department shall be free to get the work executed through Directorate of Printing or other Governmental agencies, if required.

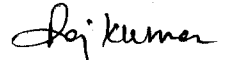
9. The successful bidder will have to furnish a Performance Security Deposit of 10% of the contract value in the form of fixed deposit in any of the scheduled commercial Bank duly pledged in the favour Pay & Accounts Office(Sectt-I), Department of Agriculture, Cooperation & Farmers Welfare for due discharge of obligation under the contract. The performance security will be released only after timely and satisfactory completion of the job. However, the same shall be forfeited in case of any default.

10. If any of the bidders wants to understand the scope of work they may contact the Assistant Director(HS), Department of Agriculture, Cooperation & Farmers Welfare, Room No.115-B Wing, Shastri Bhavan (Tel. No.23385485) by 14.06.2017 up to 1.00 PM.

11. The Online quotations shall be opened at **12.30 PM** on **15.06.2017** in the presence of bidders who may like to be present. **It may be specifically noted that online quotations are required to be submitted with EMD and other necessary documents in the prescribed proforma only (Annexure-II). The quotation submitted by after specific date & time will not be accepted.**

12. You may submit your quotations, accordingly.

Yours faithfully,



(Raj Kumar)

Under Secretary to the Govt. of India

Tele: 23384929

Copy to: NIC-DAC – for placing/uploading this on the website of the Department.

**TERMS AND CONDITIONS**

(Letter No. 9-3/2017-HS dated 30.05.2017)

- 1 The scope of work is as under:-
- (a) Printing : Offset
  - (b) Composing : Typing and designing
  - (c) Size : A-4
  - (d) No. of copies : 200 (English)(Art Paper)
  - (e) No. of pages : Approx 470+ 10% (plus-minus + -)  
(Printed) pages each in English with coloured photographs if any
  - (f) Cover and back pages : 4C x OC
  - (g) Paper of cover page : Imported Art Card of **300 GSM** duly laminated
  - (h) Paper for Text Page : Imported Art Paper of 80 GSM
  - (i) Binding : Royal Octavo (Paper back)
  - (j) Draft Submission : First draft of the whole book(except messages) including colour paper & Charts to be submitted within 30 days after receipt of manuscript in excel failing which would attract penalty of 2% of total cost for each days delay.
  - (k) Delivery : To be delivered in **single lot** 200 copies required to be furnished within three days from the date of handing over of final proof
  - (k) Type of printing (text): Both sides

2. **The design, production and printing should be of top quality.**

3. The printer shall be required to furnish as many proofs, which may be desired by the Department.

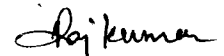
4 Designing: To be designed by the Press and final approval will be of the Department (samples to be shown).

5. Cover Page: To be designed by the Printer highlighting Agricultural Operation /Farmers etc. (Sample will be given). Final approval will be of the Department.

6. It shall be the responsibility of the printer to get Hindi Version of the Horticulture Statistics at a Glance-2017 printed irrespective of font on which material is provided by Department.

*Signature*

7. Whereas some colour photographs may be supplied by this Department, some shall be required to be prepared/procured by Press at their cost. The original material supplied by Department should be returned after the job is completed.
8. The printer shall arrange to bring proof of Horticulture Statistics at a Glance-2017 to the designated officer at his own cost for approval and all copies of Horticulture Statistics at a Glance-2017 shall be supplied at R/No. 115-B Wing, Shastri Bhawan in one lot free of cartage etc. The printer shall be responsible to obtain dated receipts for various events to ensure calculation of time delays etc.
9. It will be obligatory for printer to execute work strictly as per specifications given in tender letter and if he fails to render satisfactory service the Department reserves its right to cancel award without assigning any reason whatsoever, the work will be got done by alternate arrangement at his risk and cost, besides taking other action(s) like penalty, forfeiture of performance security, etc.
10. In case Printer fails to cope with workload and does not complete work as per schedule given in Para 2 above, Department reserves the right to recover a sum equal to 2% of total cost, as penalty for each day's delay.
11. The Departmental representatives may inspect quality of papers, cards, printing and binding before taking delivery and shall have exclusive right to reject wholly or partly, any or all of the articles.
12. The printing job can be terminated summarily by this Department at any time without giving any notice or without assigning any reason therefore. In this connection, the decision of Department shall be final and binding on Printer.
13. **In case Printer fails to provide copies of Horticulture Statistics at a Glance-2017 in one lot as per the satisfaction of the Department, a total 3% penalty from the due amount will be imposed on Printer for non-satisfactory/sub-standard/below performance work.**
14. The Department reserves the right to disqualify printer for a suitable period who failed to provide copies of Horticulture Statistics at a Glance-2017 of this Department in time. The Department will also reserve the right to blacklist a printer for a suitable period in case he fails to honour his bid without sufficient ground.
15. All disputes or differences arising out or concerning the work shall be subject to sole arbitration of Director (GA) or his nominee. The decision of arbitration shall be final & binding on both parties.
16. The contract will be interpreted under Indian Laws and disputes adjudicable within jurisdiction of NCT of Delhi.

  
(Raj Kumar)

Under Secretary to the Govt. of India  
Tel. 23384929

**ANNEXURE- II**

To

The Under Secretary(GA)  
Department of Agriculture, Cooperation & Farmers Welfare  
Ministry of Agriculture & Farmers Welfare,  
Room No. 14, Krishi Bhavan,  
New Delhi-110001.

**Subject: Quotations for Printing of Horticulture Statistics at a Glance-2017 of the Ministry of Agriculture & Farmers Welfare – Quotations regarding.**

Sir,

I/we intend to submit the online quotation on the subject captioned above and hereby consent to agree/ accept all terms and conditions stipulated in Department of Agriculture, Cooperation & Farmers Welfare's letter No. 9-3/2017-HS, dated 30.05.2017. The information desired and rates quoted are as per following details:-

Sl. No.	Name of the items	Rate in Rupees (In words & figure)
1	Printing Horticulture Statistics at a Glance-2017 A. Composite Rate for 200 copies of English Version up to 470+10% (plus-minus+-) pages including cover page  B. (i) Rate for every additional page for 200 copies of English Version	<b>Basic Rate:</b>  <b>Taxes:</b>  <b>Total:</b>  <b>Basic Rate:</b>  <b>Taxes:</b>  <b>Total:</b>
2	EMD Details (Amount, Name of Bank Branch, DD date and No.)	

*Raj Kumar*

3.	Experience Details (For printing of at least three Govt. Publication from any Ministry /Department (supporting proof should be enclosed)	Name of the organization	Year and Value of work done (in Rupees)
4.	Details of works premises including infrastructure available		
5.	The details of the PAN and other statutory registration((copy enclosed)		

2. I hereby abide by all the terms & conditions mentioned in Annexure-I. I/we undertake that documents are genuine/authentic and nothing material has been concealed and that I /we are not blacklisted/debarred by any Government organization and competent to get the contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)

Name of the bidder:  
Complete Address:  
Address (Works),if any:  
Contact Nos. :

*Rajkumar*