

	<p>(www.eprocure.gov.in/eprocure/app. Hard copy of tender Fee and EMD in acceptable form (DD/Banker's Cheque) must be reached to Store-Purchase, ICAR - CAFRI, Jhansi before the bid submission closing date and time through Preferably Speed post / Registered post / Personally submitted in Store-Purchase Section.</p> <p>Note: As Institute is in remote locality and many courier services are not given their services daily for delivering the dak from our previous experience, due to which Tender Fee / EMD are not reached in time at ICAR - CAFRI Jhansi.</p>
Details of tender	<p>Tender Documents and Notice is also available on CAFRI Website www.cafri.res.in. and CPP portal Id No. 2018_DARE_304561_1</p>

Important Notes :

1. Tender Documents can be downloaded from ICAR - CAFRI, Jhansi website www.cafri.res.in OR from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enrol / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. ICAR - CAFRI, Jhansi reserves the right to accept/reject any/all tenders in part /full at any stage without assigning any reason thereof.
4. ICAR - CAFRI, Jhansi will not be responsible for any delay in enrolment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enrol their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes/corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website & <https://eprocure.gov.in/eprocure/app> for updates.

OIC (Stores)

Copy to :

Dr. R.H. Rizvi, Pr. Scientist & OIC INARIS Cell, CAFRI, Jhansi is requested to post the Tender in the web site of the Institute please.

PRINTING SPECIFICATIONS FOR THE PERIOD OF 2018

Name of Firm :
Address :
Name of Proprietor / Partner / M.D.:
Sale / Trade Tax No. :
PAN No. :
Mobile & Telephone No. :
Bank Account No. :
Name of the Bank :
Name of Bank Branch & Code No. :
IFSC Code of Bank Branch :

PRINTING SPECIFICATIONS FOR THE PERIOD OF 2018

(A) Specifications for e-Publication

S. N.	Description	Unit	Rates
1	Composing/Designing/Art Work	Per Page	
	Page Size : 9"x 11.5" or 7.5"x10"	Per Page	
	E. Book making charges (if any)	Per Page	
2	Final document in E. Book Form in CD	Per C D	

(B) Specifications for Printing of Size 8.25"x11" (Finished Size)

S. No.	Description	Unit	Rates
1	Composing/Designing/Art Work	Per Page	
2	Processing Charges (Single Colour)	Per Page	
	Processing Charges (Four Colour)	Per Page	
3	Printing (To be done only by CTP Technology)		
4	Plate making charges for Four Page (CTP plate) - Single Colour	Per Plate	
5	Plate making charges for Four Page (CTP plate) - Four Colour	Per Plate	
6	Printing charges for Single Colour	Per Plate	
7	Printing charges for Four Colour	Per Plate	
8	Lamination (Gloss/Mat finish)		
9	Lamination of cover (Front & Back)	Per cover	
10	Spot Lamination (Front & Back)	Per Cover	
11	Binding Charges	Per Copy	
12	1. Upto 16 pages (Centre/side stitched)	Per Copy	

13	2. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
14	3. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
15	4. Upto 300 pages including cover (Perfect/wire binding)	Per Copy	
16	Hard Bound Binding	Per Copy	
17	1. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
18	2. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
19	3. Upto 300 pages including cover (Perfect/wire binding)	Per Copy	
20	Packing and Forwarding	Per Copy	
	(Printed and bound copies will be required to be properly packed and supplied to the Institute by the printer. Any damage in transit will have to be borne by printer)		
21	Rates for packing and forwarding to Institute		
22	Publication of 8 pages	Per Copy	
23	Publication of 100 pages	Per Copy	
24	Publication of 200 pages	Per Copy	
25	Publication of 300 pages	Per Copy	

(C) Specifications for Printing of Size 7.25"x9.50" (Finished Size)

S. No.	Description	Unit	Rates
1	Composing/Designing/Art Work	Per Page	
2	Processing Charges (Single Colour)	Per Page	
	Processing Charges (Four Colour)	Per Page	
3	Printing (To be done only by CTP Technology)		
4	Plate making charges for Four Page (CTP plate) - Single Colour	Per Plate	
5	Plate making charges for Four Page (CTP plate) - Four Colour	Per Plate	
6	Printing charges for Single Colour	Per Plate	
7	Printing charges for Four Colour	Per Plate	
8	Lamination (Gloss/Mat finish)		
9	Lamination of cover (Front & Back)	Per cover	
10	Spot Lamination (Front & Back)	Per Cover	
11	Binding Charges	Per Copy	
12	1. Upto 16 pages (Centre/side stitched)	Per Copy	
13	2. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
14	3. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
15	4. Upto 300 pages including cover (Perfect/wire binding)	Per Copy	
16	Hard Bound Binding	Per Copy	

17	1. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
18	2. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
19	3. Upto 300 pages including cover (Perfect/wire binding)	Per Copy	
20	Packing and Forwarding	Per Copy	
(Printed and bound copies will be required to be properly packed and supplied to the Institute by the printer. Any damage in transit will have to be borne by printer)			
21	Rates for packing and forwarding to Institute		
22	Publication of 8 pages	Per Copy	
23	Publication of 100 pages	Per Copy	
24	Publication of 200 pages	Per Copy	
25	Publication of 300 pages	Per Copy	

(D) Specifications for Printing of Size 6.25"x9.50" (Finished Size)

S. No.	Description	Unit	Rates
1	Composing/Designing/Art Work	Per Page	
2	Processing Charges (Single Colour)	Per Page	
	Processing Charges (Four Colour)	Per Page	
3	Printing (To be done only by CTP Technology)		
4	Plate making charges for Four Page (CTP plate) - Single Colour	Per Plate	
5	Plate making charges for Four Page (CTP plate) - Four Colour	Per Plate	
6	Printing charges for Single Colour	Per Plate	
7	Printing charges for Four Colour	Per Plate	
8	Lamination (Gloss/Mat finish)		
9	Lamination of cover (Front & Back)	Per cover	
10	Spot Lamination (Front & Back)	Per Cover	
11	Binding Charges	Per Copy	
12	1. Upto 16 pages (Centre/side stitched)	Per Copy	
13	2. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
14	3. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
15	Packing and Forwarding	Per Copy	
(Printed and bound copies will be required to be properly packed and supplied to the Institute by the printer. Any damage in transit will have to be borne by printer)			
16	Rates for packing and forwarding to Institute		
17	Publication of 8 pages	Per Copy	
18	Publication of 100 pages	Per Copy	
19	Publication of 200 pages	Per Copy	

(E) Specifications for Printing of Size 5.25"x8.50" (Finished Size)

S. No.	Description	Unit	Rates
1	Composing/Designing/Art Work	Per Page	
2	Processing Charges (Single Colour)	Per Page	
3	Processing Charges (Four Colour)	Per Page	
4	Printing (To be done only by CTP Technology)		
5	Plate making charges for Four Page (CTP plate) - Single Colour	Per Plate	
6	Plate making charges for Four Page (CTP plate) - Four Colour	Per Plate	
7	Printing charges for Single Colour	Per Plate	
8	Printing charges for Four Colour	Per Plate	
9	Lamination (Gloss/Mat finish)		
10	Lamination of cover (Front & Back)	Per cover	
11	Spot Lamination (Front & Back)	Per Cover	
12	Binding Charges		
13	1. Upto 16 pages (Centre/side stitched)	Per Copy	
14	2. Upto 100 pages including cover (Perfect/wire binding)	Per Copy	
15	3. Upto 200 pages including cover (Perfect/wire binding)	Per Copy	
16	Packing and Forwarding	Per Copy	
	(Printed and bound copies will be required to be properly packed and supplied to the Institute by the printer. Any damage in transit will have to be borne by printer)		
17	Rates for packing and forwarding to Institute		
18	Publication of 8 pages	Per Copy	
19	Publication of 100 pages	Per Copy	
20	Publication of 200 pages	Per Copy	

Specifications for Papers		
Rate for papers/card sheet(500 Sheets)	Per Rim	
1. Sunshine offset paper size 18" x 23" 95 GSM	Per Rim	
2. Sunshine offset paper size 20" x 30" 95 GSM	Per Rim	
3. Super glazed Art paper size 18" x 23" 100 GSM	Per Rim	
4.Super glazed Art paper size 18" x 23" 130 GSM	Per Rim	
4.Super glazed Art paper size 20" x 30" 100 GSM	Per Rim	
4.Super glazed Art paper size 20" x 30" 130 GSM	Per Rim	
6. Mat finished Art paper size 18" x 23" 100 GSM	Per Rim	
5. Mat finished Art paper size 18" x 23" 130 GSM	Per Rim	
7. Mat finished Art paper size 20" x 30" 100 GSM	Per Rim	
8. Mat finished Art paper size 20" x 30" 130 GSM	Per Rim	
9. Super glazed Art Card size 22" x 28" 300 GSM	Per Sheet	
10. Mat finished Art Card size 22" x 28" 300 GSM	Per Sheet	
11. Super glazed Art Card size 22" x 28" 220 GSM	Per Sheet	
12. Mat finished Art Card size 22"x28" 220 GSM per sheet	Per Sheet	

Terms and Conditions

1. Prices should be FOR CAFRI, Jhansi.
2. Prices for Printing and Binding work should be as per the Technical Specifications provided.
3. **Tender fee Rs. 1,000.00 (Rupees One Thousand only) alongwith Earnest Money Deposit (EMD) Rs. 10,000.00 (Rupees Ten Thousand only) must be submitted in the shape of DD drawn in favour of "ICAR, Unit CAFRI, Jhansi payable at SBI, Karari (Code 7477), Jhansi (U.P.)"**
4. The successful bidder, shall execute an agreement on the Non-Judicial Stamp-Paper of Rs. 100/- only and deposit the Performance Security of Rs. 50,000.00 (Rupees Fifty Thousand only) in the shape of **DD drawn in favour of "ICAR, Unit CAFRI, Jhansi payable at SBI, Karari (Code 7477), Jhansi (U.P.)"** which is refundable after satisfactory execution of the contract. No interest shall be paid on EMD / Performance Security deposit.
5. **Sample of printing quality should be submitted before due date of tender - Minimum sample copy of 03 types of publication like leaf let/periodicals/magazine/Book.**
6. **Paper samples to be attached**
7. Late delayed tender fee / EMD should not be considered. This Institute will not be responsible for any kind of postal delay.
8. In case the fixed date happen to be a closed day / holiday, the next working day will be considered as the last date for the purpose.
9. All Taxes including GST if any, applicable should be mentioned clearly.
10. This Institute's jurisdiction is Jhansi (UP).
11. Director, the Competent Authority of this Institute reserves all right to accept or reject any or all the submissions, at any stage, without assigning any reasons, thereof.

NOTE :

The firm should have ;

- Well equipped in-house Graphic Designing facility with sitting arrangement for customers.
- In-house print / production facilities required for colour offset printing.
- Pan Number, **GST** number & Income Tax clearance certificate.
- Composing / Designing / Art work quality should be comparable with the sample of annual report. Newsletter and bulletin to be provided alongwith work order. The sample copy is available at the office for inspection before submitting tender document.
- One digital colour printout is required before bulk printing and incorporating of the suggestions based on that digital printout in the final bulk printout.
- Original Corel file should be handed over to institute in usable form for reprinting in future.
- The firm should provide the searchable PDF copy of all the work assigned by the Institute on a rewritable CD.
- All the calculation will be made on the basis of finished size.
- All taxes / GST will be mention in the rates separately.
- Payment will be made after satisfactory completion of the work/delivery.
- The Director / indenter reserves the right to terminate the contract at any time, if not satisfied with the performance of printer.

OIC (Stores)

Technical bid Cover-I

Details of Online Bid Submission: Bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

COVER- I Technical bid (Following documents to be provided as PDF file)			
S.N.	Content	File Type	
1.	Name & Address of the firm, Telephone No, E-mail Id, Fax No (All the above mentioned details may be attached in .PDF file in firm letter head with signature & seal)	.PDF	
2.	Scan copy of Tender Fee by way of Demand Draft / Banker's cheque (no other mode will be accepted). Physically Tender Fee must reach to Store Purchase Section upto last bid submission date.	.PDF	
3.	Scan copy of Earnest Money Deposit by way of Demand Draft / Banker's Cheque (no other mode will be accepted) Physically EMD must reach to Store Purchase Section upto last bid submission date.	.PDF	
4.	Scan copy of constitution of the Firm / Agency (Attached copy) Indian Companies Act, 1956 Indian Partnership Act, 1932 Please give names of partners) / Name of owner in case of proprietorship firm.	.PDF	
5.	Scan copy of Partnership deed of the firm, if registered under the Indian Partnership Act 1932 conferred on the partner who has signed the tender.	.PDF	
6.	Scan copy of PAN Card (Individual / Partnership Firm / Company)	.PDF	
7.	Details of experience of the firm in the similar work of Central Govt. Establishment / State Govt. / Coroporations / Voluntary Organisations. Provide the details in tabular form.	.PDF	
8.	Scan copy of Balance Sheet of the firm for last year.	.PDF	
9.	Scan copy of GST registration certificate issued by Govt. etc.	.PDF	
10.	Scan copy of the Representative to be visiting ICAR – CAFRI, Jhansi, regarding the contract.	.PDF	
11.	Scan copy of complete bank details of bidder for e-payment	.PDF	
Cover-II Financial Bid (Following document to be provided as .XLS file)			
1.	Price bid (BOQ) to be filled in .XLS format strictly as per proforma given	.XLS	

All the documents and price bid (BOQ) has to be digitally signed by the bidder.

Sd/-
OIC (Stores)

Kind Attention: Bidder should fill the details of DD/BC in the columns & also signature on Claimant's for returning of EMD affixing with Rs. 1 Revenue stamp.

ICAR – CENTRAL AGROFORESTRY RESEARCH INSTITUTE
Near Pahuj Dam, Gwalior Road, JHANSI-284 003 (UP) INDIA

GAR-43
[See Rule166(1)]
APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT

Month
Bill No.....
Head of Account.....

Original Challan/DD/BC of Receipt No. & Date	Bank/Office in which deposited	Name of Depositor	Amount originally deposited

Received this.....day of.....20 the sum of Rupees..... being repayable on account release of deposit described above.

Claimant's Signature.....
(with revenue stamp affixed whenever necessary)

1. Received payment of Rs.....(Rupees) for arranging disbursal to Claimant(s)

2. Passed for payment of Rs.....Rupess.....

Date: Drawing & Disbursing Officer

For in pay and Account Officer in case of endorsement 1 above.

Admitted for payment of Rs.....
(Rupees.....Payment by Cheque No.....

Date Finance and Account Officer

Delete whichever of endorsement 1 or 2 inapplicable.