

07/09/2010-PPP

Government of India
Ministry of Finance
Department of Economic Affairs
(PPP Cell)

North Block, New Delhi
Dated : January 5, 2010

**INVITATION FOR SEALED QUOTATIONS FOR SUPPLY OF GOODS
UNDER NATIONAL SHOPPING PROCEDURES**

**Subject : Invitation for sealed Quotations for Design and Printing of
Government documents.**

I am directed to state that the Department of Economic Affairs is interested in inviting your most competitive **sealed quotation (Marked on envelop Printing of Books-Toolkit, Database & Communication)** for design, layout and printing of the following publications (English) to the undersigned :

Books on Toolkits, Database & Communication

S. N.	Name of Book	No of Pages	No. of Separators	No. of Copies	Binding
1.	Effective Communication in PPP Projects	60	0	1000	Perfect Central Stitch binding
2.	Case Studies on Communication	50	2	1000	Perfect Central Stitch binding
3.	Compendium of Case Studies	160	0	1000	Perfect Central Stitch binding
4.	Toolkit User Guide	30	0	1000	Perfect Central Stitch binding
5.	Databse User Guide	80	2	1000	Perfect Central Stitch binding

1. The specifications for the above assignment would be :
Size A-4 size international;

Cover	300 GSM (matt) and Paper 130 GSM (Matt);
Separator	200 GSM
Printing :	Cover and paper- Four colour
Delivery Period:	March 31, 2010
Place of Delivery	Room No. 251C, North Block, New Delhi.

2. Bid Price

- (a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and re-writing.
- (b) All duties, taxes and other levies payable under the contract shall be included in the total price
- (c) **Rate for editing charges (if any) and delivery/postal charges may be indicated separately.**
- (d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- (e) The Prices should be quoted in India Rupees only.

3. Each bidder shall submit only one quotation.

4. Evaluation of Quotations

The quotations will be evaluated and compared to determine to be substantially responsive i.e. which

- (a) Are properly signed; and
- (b) Conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all the items together. Conditional bids will be considered as non-responsive.

5. Award of Contract

The award of the contract will be to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- 5.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 5.2 The bidders whose bid is accepted will be notified of the award of contract by the Purchaser. The terms of the accepted offer shall be incorporated in the purchase order.

6. We look forward to receiving quotations (**sealed**) latest by **January 31, 2011 (3.00 pm)** at the following address:

Shri V.K. Sikka
Section Officer

Room No. 251C, Near Gate No. 1
North Block, New Delhi.

7. **Quote should not be open or e-mailed. This should be sent either by post or by hand.**
8. For any doubts, clarification etc. with reference to the tender, Section Officer (PPP) of the Department (Tel. 23095150) can be contacted.
9. Thank you for your interest in this project.

Yours faithfully,



(Aparna Bhatia)

Director (PPP)

Room No. 61, North Block
New Delhi.

Tel. 23094443 Fax 23095150