



Rural Electrification Corporation Limited

A Government of India Enterprise

Core-4, SCOPE Complex, 7 Lodi Road, New Delhi-110 003.

Tel. : 24365161, Fax: 24360644, E-mail: reccorp@recl.nic.in. Website: www.recindia.nic.in

No. REC/Admn./4/3/2010-11

Date: 28.05.2010

Tender Document

Bids are invited for Printing of Stationary for issue of Bond Certificates in respect of 54-EC Capital Gain Bond Series-VIII (2010-11) initially for a period of two year i.e. 2010-11 and 2011-12, extendable by another year on mutual consent. The estimated cost towards this job is about Rs. 2.00 lakh p.a. The bidder shall be required to quote rates as per specifications indicated in the Annexure-II.

1. The sealed bid shall be signed by a person duly authorized on behalf of the bidder organization and shall be sent to :-

The C.M (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE Complex,
NEW DELHI – 110 003.

- 1.1 The bids are to be sent in one main cover super scribed as bids for printing of Stationary for issues capital Gain Bond Series for the year 2010-11 and 2011-12. one for Technical Bid as per Annexure-I prescribed as Technical Bid and the second sealed cover as per Annexure-III super scribed as Financial Bid.
- 1.2 The bids will be received up to 3.00 PM on 11.6.2010 (Monday) Non-receipt of the bids by the stipulated time/date will disqualify the bidder from the tendering process. The technical bids will be opened in the presence of representatives of the firms on 11.6.2010 at 3.30 PM.
2. Earnest Money (EMD) of Rs.5,000/- should accompany the bid documents. The EMD shall be paid in the form of Demand Draft/Banker Cheque from a Nationalized bank/Scheduled bank in favor of Rural Electrification Corporation Limited, New Delhi. Any bid not accompanied by valid EMD shall deemed to be invalid and will be rejected by REC.
 - 2.1 The EMD shall be forfeited if the bidder withdraws his bid during the period of bid validity.
 - 2.2 The firm may quote rates in the format at Annexure-III as per specifications indicated in Annexure-II
 - 2.3 The bid shall remain valid for a period of 4 months from the date of receipt of the bid.

3.RATES AND PRICES

- 3.1 Bidders should quote item-wise rates/prices for each in the prescribed Performa.
- 3.2 All statutory duties and taxes (including excise and customs) Sales Tax and other Charges that may be payable by the bidder in connection with supply, shall be included in the price of material quoted.
- 3.3 No additional freight or any other charges, etc, would be payable for supply and

- commissioning of equipments.
- 3.4 Unconditional discount shall only be accepted, if offered, and shall be clearly Indicated in the item Schedules.
- 3.5 For the purpose of evaluation, the bidder quoting the lowest consolidated rate would qualify for award of work.

4. PENALTY FOR DELAYS IN SUPPLY/COMMISSIONING

4.1 Time is essence of the contract. The successful bidder must supply the material in stipulated time. In the case of delay in compliance with the order beyond 10 days of the stipulated time period, REC will have the right to cancel the order.

5. ARBITRATION

- 5.1 If any dispute or difference of opinion arises between parties concerning the terms of agreement or their respective rights, responsibilities, or liabilities, then the parties shall meet and try to settle these amicably. If the parties fail to reach an amicable settlement within a reasonable time, the dispute, doubt or difference of opinion shall be referred to arbitration of a sole arbitrator to be nominated by the CMD, REC. The decision of the arbitrator shall be conclusive, final and binding on both the parties. The jurisdiction of the court will be New, India.
6. No alternative offer shall be considered.
7. REC reserves the right to cancel/withdraw this invitation for bids without assigning any reason for such decision. Such decision will not incur any liability whatsoever on the part of REC consequently.
8. REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.
9. Any clarification on the documents may be obtained from:-

C.M (Administration),
Rural Electrification Corporation Ltd.
Core-4, SCOPE Complex,
NEW DELHI – 110 003.
Telephone No: 43091673

Sr. A.O.(Administration),
Rural Electrification Corporation Ltd
Core-4, SCOPE Complex,
NEW DELHI – 110 003
Telephone No: 43091664

:

C.M (Administration)
Rural Electrification Corporation Limited

Encls: as above

(Please sign on each page)

ANNEXURE -II

**Specification for Printing of Stationary for issue of Bond Certificates in respect of 54-EC Capital Gain
Bond Series-VIII (2010-11)**

SPECIFICATIONS

1.ALLOTMENT ADVICE

1	Quantity (lot)	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Size	10"x12"
3	No. of pages	One
4	Paper	60 GSM
5	Printing	One colour

2.Covering Letters

1	Quantity (lot1)	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Size	10"x12"
3	No.s of pages	One
4	Paper	60 GSM
5	Printing	One colour

3. Envelopes UPC 24x11 cm for Letters

1	Quantity (lot)	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Type	Window with celo for Dispatch
3	Size	24x11 cm
4	Paper	Brown paper 80 GSM
5	Printing	One colour

(Please sign on each page)

(Please sign on each page)

4. Envelops Registered 23x10 cm for Intt./Redemption warrants

1	Quantity	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Type	Window for Dispatch
3	Size	23x10 cm
4	Paper	Brown paper 80 GSM
5	Printing	One colour

5. Envelops Registered 33x25 cm for Bond certificates

1	Quantity	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Type	Window for Dispatch
3	Size	33x25 cm
4	Paper	Brown paper 80 GSM
5	Printing	One colour

6. Bond certificates

1	Quantity	IN lots of 25000/10000/5000/1000 Certificates

(Please sign on each page)

2	Size	12"x9"
3	Paper	106 GSM Parchment Paper as continuous stationary
4	Printing Colours	Offset printing (Sheet fed process) 4 Colours on front (Side with rainbow Printing and security)
5	Printing of Logo	Invisible ink U V

7. Information Memorandum

1	Quantity (lots)	25000 copies 10000 Copies 5000 Copies 1000 Copies
2	No. of Pages	16/20 pages of text plus Of application form with Si.No. plus cover
3	Size	8.5"x11"
4	Paper Cover	80 GSM maplitho paper 130 GSM sinar mas art paper
5	Printing	Cover in 2 colours and Text in single colour

8. Application Forms

1	Quantity (lots)	25000 Copies 10000 Copies 5000 Copies 1000 Copies
2	Size	8.5"x11"
3	Paper	80 GSM maplitho paper
4	Printing	Single colour
5	Numbering	Serial numbering at 2 places
6	No. of Pages	4

(Please sign on each page)

(Please sign on each page)

**NIT for printing of Stationary for issue of Bond Certificates
in respect of 54-EC Capital Gain Bond Series-VIII (2010-11)**

FINANCIAL BID

1. Allotment Advice : As per specifications in Annexure II

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(1)	Rs. _____

2. Covering letters : As per specifications in Annexure II

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(2)	Rs. _____

3. Envelops UPC 24 x 11 cm for Letters : As per specifications in Annexure II

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(3)	Rs. _____

4. Envelops Registered 23 x 10 cm for Intt. / Redemption warrants : As per specifications in Annexure II

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(4)	Rs. _____

5. Envelops Registered 33 x 25 cm for Bond certificates : As per specifications in Annexure II

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(5)	Rs. _____

(Please sign on each page)

6. **Bond Certificates : As per specifications in Annexure II**

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(6)	Rs. _____

7. **Information Memorandum : As per specifications in Annexure II**

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(7)	Rs. _____

8. **Application Forms : As per specifications in Annexure II**

S.No.	Description	Price (all inclusive)
1	25000 Copies	Rs. _____
	10000 Copies	Rs. _____
	5000 Copies	Rs. _____
	2000 Copies	Rs. _____
	1000 Copies	Rs. _____
	Sub-total(8)	Rs. _____

9. **Grand Total (Sum of Sub-total 1 to 8) :**

Rs. _____ (in figures)

Rupees _____ (in words)

The rates quoted above are all inclusive as on date of submission of bid. Any subsequent changes in taxes would be applicable and the differential charges would be payable by REC / bidder, as the case may be.

For the purpose of evaluation, the bidder quoting the lowest rates as at (9) above would qualify for award of work.

The terms and conditions contained in the Tender Document are acceptable to us.

**Signatory/ Authorized Signatory,
Name
Designation
Seal:**

(Please sign on each page)