

 **RURAL ELECTRIFICATION CORPORATION LIMITED**
(A Government of India Enterprise)

Registered Office: Core – 4, SCOPE Complex, 7, Lodi Road, New Delhi – 110 003.
Tel.: 24365161 Fax: 011-24360644 E-Mail: reccorp@recl.nic.in Gram: RECTRIC
Website: www.recindia.com & www.recindia.nic.in

No. 4/8/2006-07/Admn.

Dated: 11.12.2007

M/s

Sub: Printing of REC`s Wall/Table Calendars for 2008

Sirs,

On behalf of Rural Electrification Corporation Ltd. (A Govt. of India Enterprise) New Delhi, the sealed-quotations, duly super-scribed as “Quotation for Wall Calendars/Table Calendars 2008” addressed to the General Manager (Admn.) REC Ltd., Core 4, SCOPE Complex, 7 Lodhi Road, New Delhi, are invited for printing and production of 3000 diaries, for the year 2008, according to the following specifications:

I. Specification: Wall Calendars

- | | | |
|-----------------|---|---|
| 1. Quantity | : | 3000 Wall Calendars |
| 2. No. of pages | : | 1+12=13 pages (1 st page for introduction) |
| 3. Size | : | 17”x 22” |
| 4. Printing | : | 4+0 (Four colour) |
| 5. Paper | : | 170 GSM Magnomatt, Imported |
| 6. Binding | : | Spiral/Wiro |

ii) Specification: Table Calendars

- | | | |
|--|---|--|
| 1. No. of Table Calendar | : | 3000 |
| 2. No. of Leaves | : | 1+12+2 = 15 pages
a) Ist page for Butter Paper & Last two Pages for address & List of Holidays
b) Ist page for 170 GSM Magnomatt, Imported and last two pages for address & List of Holidays |
| 3. Leaf Size | : | 8”x5” |
| 4. Printing | : | 4+4 colours |
| 5. Box Stand Size | : | 5.25”x8.25” |
| 6. Inside Box should have 100 small leaves (size: 5:x3.875”) with REC Logo | | |
| 7. Cover Box for Calendar | : | 5.75”x8.50” |
| 8. Logo should be printed on the cover with white base | | |
| 9. Paper quality | : | 170 GSM, Magnomatt, Imported |

The Printing shall be as per lay out and Design to be approved by REC Ltd. (Dummy CD shall be provided).

Each tender should accompany a Crossed /Account Payee Demand Draft of Rs.5000/-(Rupees five thousand only) towards EMD. No interest shall accrue thereon.

Any offer/quotation received after due date/time shall be rejected and no request will be entertained by the Corporation. All quotations are subject to terms and conditions given overleaf.

The Wall Calendars/Table Calendars 2008 will be required to be delivered, in time, at our Office premises noted above. No cartage shall be payable by this Corporation. In case of failure to deliver the above supply in time a penalty @ 1% of the total value per day of delay will be imposed, subject to maximum of 10% of the assignment or the entire work order shall be cancelled and no request whatsoever shall be entertained. Other general terms and conditions for ready reference is enclosed. Quotation(s) with sample paper & offering your lowest rates, in the prescribed 'Proforma' should reach the undersigned latest on or before 17th December, 2007.

Yours faithfully,

Sd/-
(S.A. Jawaid)
Chief Manager(Admn.)

Encl: as above

Wall Calendars: Proforma - I

1. Total cost of 3000 Wall Calendars as per specifications	Rs.
2. Taxes/charges	Rs.
3. Other charges, if any	Rs.
4. Additional cost of \pm page/Photograph	Rs.....

TERMS AND CONDITIONS

1. The Rural Electrification Corporation reserves the right to reject any or all quotations without assigning any reason whatsoever.
2. Each tender should accompany a Bank Draft of Rs.5000/- (Rs. Five thousand only) in favour of 'Rural Electrification Corporation Ltd.' payable at New Delhi, as earnest money (EMD) which will be refunded as and when required. No interest will accrue thereon.
3. The proofs will be shown by the party at the Corporation's office and also collected from there. It may be necessary to redo the proofs many times before final printing. The first proof shall be submitted to us for verification within 3 days from the date of issue of order.
4. Finally printed Wall/Table Calendars should be delivered on or before 15th December, 2007 failing which a penalty of 1% per week or part thereof subject to a maximum of 5% of the total order would be levied on the firm. Payment of penalty shall not relieve the firm of his delivery obligations under the order.
5. Quality work has to be arranged with proper binding and delivery.
6. Quality of paper should be exact to the specifications indicated in the quotation letter.
7. The rates quoted will be valid till completion of work. No request whatsoever for enhancement of rates will be acceded to within this period.
8. Goods must be properly packed and delivery made at our office at Core-4, SCOPE Complex, New Delhi, free of cartage. If the Corporation finds that the materials supplied are not of the correct quality or not according to the specifications required by the Corporation or received in damaged condition or otherwise not satisfactory owing to any reason of which the Corporation shall be the sold judge, the Corporation reserves the right to reject the material or cancel the contract.
9. In all cases of disputes the decision of the Corporation shall be final and binding.
10. The contract shall be deemed to have been entered into at Delhi and all causes of action in relation to the contract will therefore, be deemed to have arisen within the jurisdiction of Delhi Court.
11. The bills for the supply of material should be sent in duplicate duly pre-receipted.
12. The payment will be made within 30 days provided the bills/cash challan etc. are found to be in order.
