

Sub : Standardisation of rates for the year 2005-06 for printing and production of Information Memorandum and Application Forms for Bond issue.

Sir,

The Corporation has been issuing bonds to raise funds on private placement basis and intends to avail services of a printer for printing of Information Memorandum/Application forms for circulation/distribution to the subscribers. The likely quantity in a year would be 50000 Information Memorandum and 2 lakh Application Forms. Hence sealed quotations are invited for standardization of rates for the year 2005-06 for printing and production of Information Memorandum and Application Forms as per specifications given below :

Specifications

Memorandum Information:

Size	8.5" x 11"
No. of pages	16 pages of text with 2 pages of application form with Sl. No. plus cover
Paper	80 GSM Maplitho paper (Ballarpur)
Cover	130 GSM Sinar Mas art paper
Printing	Cover in 2 colours and text in single colour
RATE	i) Rs. _____ per 1000 copies
	ii) Rs. _____ per 5000 copies
	iii) Rs. _____ per 10000 copies

Application Forms:

Size	8.5" x 11"
Paper	80 GSM maplitho paper (Ballarpur)
Printing	Single colour
Numbering	Serial numbering at 2 places
RATE	i) Rs. _____ per 1000 copies
	iv) Rs. _____ per 5000 copies
	v) Rs. _____ per 10000 copies
	vi) Rs. _____ per 50000 copies

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Despatch/Delivery

Mailing of Information Memorandum and Application Forms

The Information Memorandum and Application forms are to be despatched by courier directly to various Mobilisers, Corporation's Project Offices/Head Office and addresses as per our instructions/requirement from time to time.

Mailing/Courier charges

To be quoted, which would be payable as per actuals on production of bills/receipts. Name of the courier agency may be indicated.

The offer/quotation shall be submitted in two parts. First part will consist of "Technical Bid" and the second part will consist of "Financial Bid".

Technical bid shall be placed in a separate sealed envelope duly superscribed as "Technical bid" and shall consist of the following:

- Brief write-up of the Company, facilities, key managerial personnel
- Sales Tax Registration Number (Please enclose copy of certificate)
- Major printing job relating to issues during the last three years, Company/Year/Nature of Issue/Description of items printed/quantity (nos.), Contact (Nos.)
- Contact person of the Company with Name, Designation, Address, Phone Nos.

Financial Bid shall be placed in a sealed envelop duly superscribed as "Financial Bid".

Both technical and financial details should be placed in a separate cover and put in the Tender Box available at the Reception Counter of the Corporation **on or before 28th March 2005 (Monday) up to 12 noon in a sealed cover super scribed "Quotation for printing and production of Information Memorandum and Application Forms".**

Yours faithfully,

(A.K. Arora)
Jt. Chief (Admn.)

Terms and Conditions

1. REC reserves the right to reject any or all offers without assigning any reason.
 2. The validity of the tender shall be up-to 30 days from the opening of the tenders.
 3. Each tender should accompany a Bank Draft of Rs.5000/- (five thousand only) in favour of 'Rural Electrification Corporation Ltd.' as earnest money which shall be refunded as and when required. No interest will accrue thereon.
 4. The rates quoted will be firm and valid for the full financial year 2005-06. No request whatsoever for enhancement of rates will be acceded to within the period.
 5. Printed Information Memorandum/Application Forms shall be delivered at the addresses of various Mobilisers, Project Offices/Head Offices of the Corporation and at locations as instructed by us from time to time. In case of delay a penalty of 1% per week or part thereof subject to maximum of 5% of the total order would be levied on the printer. Payment of penalty shall not relieve the printer of his delivery obligations under the order.
 6. The Corporation will not be, in any way, liable for non-performance by you either in whole or part of any contract or for any delay in performance thereof in consequence of strike, shortage of labour or combination of workmen or the lock out, breakdown or accidents to machinery or the Railway to supply sufficient wagons to carry essential materials to and finished products from the works and causes of whatever nature.
 7. All disputes or differences whatsoever arising between the parties out of or relating the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by arbitration in accordance with the rules of arbitration of the Indian Council of Arbitration and award made in pursuance thereof shall be binding on the parties, venue of such arbitration shall be in Delhi.
 8. In the event of any award by the arbitration, the payment as awarded by the arbitrator shall be made after the award is made as the rule of the Court.
 9. This contract shall be governed by the Indian laws for the time being in force. However, in case of any legal proceedings, the jurisdiction of Court to decide any dispute shall be the Delhi Court.
 10. Payment will be made by REC within 30 days from the date of receipt of bills after the delivery is made in good and satisfactory condition, provided the bills/memos etc. are found to be in order.
 11. Sales or any other tax (on material) in respect of this contract shall be payable by the contractor and the Corporation will not entertain any claim whatsoever in this respect.
 12. Income tax/service tax deductions may be made as per rules applicable
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