

Directorate of Family Welfare
7th Floor, "B"&"C" Wing, Vikas Bhawan-II, Civil Lines
Delhi-110054, Telefax: 011-23813540

No. F 4/11/2020 - Pulse Po/10/5978

dt. 06/10/2020

Notice

Request For Quotation for Printing and Supply of "Different item under IPPIP" through limited tender enquiring from agencies empanelled by DAVP

Directorate of Family Welfare invites quotations for "Printing and supply of different item under IPPIP". The background, scope of work, items along with the specification for each item and the terms and conditions etc are as under.

Item wise Specification

Sl. No	Item	Specification	Estimated quantity
1	Flex Banners	Size: (5ftX2t) GSM: 220 gsm Printing: Normal Four Color Printing with eyelet on four corners Quantity: 9500 (±10%) Good Quality As per sample	9500+-10%
2	Printed Stickers	Size: (8"X6") GSM: 120 gsm, Paper: Cromo Art Paper Printing: 4 Color printing Quantity: 20000 (±10%) Good quality As per sample	20000 +-10%
3	Printed Stickers	Size: (4"X18") GSM: 120 gsm, Paper: Cromo Art Paper Printing: 4 Color printing Quantity: 20000 (±10%) Good Quality As per sample	20000 +-10%

1. Interested firms are directed to submit three separate sealed envelopes as per details given below:-
 - a. Certification of DAVP/BOC empanelled for the work in which quotation have been submitted must be placed in sealed **Envelope No.1** labelled as "Certifications".
 - b. samples of the paper, Flex banners etc. for each item must be placed in sealed **Envelope No.2** labelled as "Sample". The sample must be duly labelled for the item and signed by the authorized signatory of the firm along with the seal of the firm.
 - c. financial quotations must be placed in sealed **Envelope No.3** labelled as "Financial Quotations".

Financial Quotations without the required samples and certifications will not be considered. In case, more than one item has the same specification (for Paper sample), only one sample of appropriate size may be submitted for the item being quoted. Financial bid of only DAVP/ BOC empanelled agency having submitted the samples of required specifications will be opened.

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1. **The firm must submit the quotations proposal on or before 10:00 AM on 12/10/2020 and bid will be open on same day at 11:30 AM in o/o DFW.**

Quotations:

1. Quotations shall indicate the price offer being made by the firm for per piece of each item .Quoted rate shall be inclusive of all charges/ taxes including GST, packaging, cartage and any other incidental charges.
2. Only single price will be accepted.
3. Rates should be quoted in Indian Rupees only and in format annexed once quoted, shall be final.
4. Quotations shall be submitted in sealed envelope labelled as "Quotations".

THE GENERAL TERMS AND CONDITIONS

2. **Order of the Goods:** The Director, DFW shall place the order to the agency/agencies as per the requirements.
The content to be printed shall be provided by the Department in a CD. The firm must collect the soft copy of the content from the Department's address and **submit a proof copy for approval within 24 Hour of receiving the work order. Any corrections / modification / formatting required shall be done by the firm within same day.** The final CD used for printing shall be the property of the Directorate of Family Welfare and shall be returned by the firm.
2. **Packaging and supply of orders:** The printed material shall be packaged in bundles of 50 for flex and 100 per box for stickers. The Department will not bear any cost on account of cartage or any other incidental charges.
3. The supplies will have to be made strictly in accordance with the approved specifications within 5 days of the proof approval. Supplies, if received late will not be accepted.
- 4.. The Director, Directorate of Family Welfare reserves the right to accept or reject any of the quotations without assigning any reasons.

A handwritten signature in blue ink, followed by a date '16/10/2020' written in blue ink.

SPO Procurement / Link Officer
Directorate of Family Welfare

Annexure

Quotations

Sl. No	Item	Unit	Rate in Rs. /Pcs. (Incl. of all taxes)
1	Flex Banners GSM 220 gsm Size: (5ftX2t) Printing: Normal Four Color Printing with eyelet on four corners Quantity: 9500 (±10%) Good Quality As per sample	Pcs	
2	Printed Stickers Size: (8"X6") GSM: 120 gsm, Paper: Cromo Art Paper Printing: 4 Color printing Quantity: 20000 (±10%) Good quality As per sample	Pcs	
3	Printed Stickers Size: (4"X18") GSM: 120 gsm, Paper: Cromo Art Paper Printing: 4 Color printing Quantity: 20000 (±10%) Good Quality As per sample	Pcs	

Seal and sign of Authorized signatory