

## **Tender for Printing of Annual Report and Audited Accounts**

### **Annual Report (English and Hindi)**

**Description:** Approx. 90 nos. of inside pages printed in multicolor on 130 gsm art paper & cover in 300 gsm art board with uv, lamination & section sewing with perfect binding. Cost inclusive of Translation, Design, Artwork Development, and Printing & Delivery.

#### **A) Technical Bid:**

##### **1. Eligibility Criteria:**

i. Firm/bidders blacklisted at any stage or by any /IITs/IITs/ NITs/ Central Universities/ IISERs/CSIR labs/PSUs etc. need not to apply.

ii. The bidder should be an Indian registered company engaged in printing and publishing with minimum experience of 05 (FIVE) Years. The bidder should have sufficient Infrastructure, technical expertise and financial strength to undertake the contract.

iii. **Minimum AVERAGE ANNUAL TURNOVER of Rs. 50 lakh in the last 3 financial years.** (Balance sheet/CA certificate to be enclosed, duly supported by the income tax return for financial years 2010-11, 2011-12, 2012-13).[NOTE: Joint Venture with any other firms shall not be entertained.]

iv. The bidder should have experience of similar multi-colour printing work of IITs/IIMs/ NITs/ IISERs/CSIR Labs/Central or State University. The nature of completed work should be publication of annual reports/ conference reports/ magazines/ scientific bulletin/ brochures etc. [NOTE: The documentary proof of work orders MUST be submitted along with the bid.]

##### **v. The Bidder/Tenderer should provide the following mandatory information:**

(a) List of Organizations/Customers dealt by them.

(b) Last Three year's copies of Income Tax Return Form and PAN number, as per government norms.

(c) Copy of Registration of Firm with CST/GST Nos.

##### **vi. The Bidder/Tenderer should enclose the following:**

(a) The sample of papers, with the description of the paper viz brand, make, gsm etc., **MUST** be attached with tender,

(b) Some sample copies of annual reports and magazines designed and printed by you in the recent past. The samples provided must be satisfactory both in terms of printing quality and editorial work.

(c) Profile of the Company

vii. The Bidder/Tenderer should ensure full compliance to all the requirement/specifications mentioned in these documents.

**National Institute of Technology Mizoram reserves the absolute right to accept or reject any or all the tenders on whole or in part without assigning any reason thereof decision of NIT Mizoram will be final.**

**B) Financial Bid:**

i)

<b>Item</b>	<b>Specification</b>	<b>Quantity (nos.)</b>	<b>Rate (Rs.)</b>	<b>Total (Rs.)</b>
Annual Report & Audited Accounts (English)	Approx. 90 nos. of inside pages printed in multicolor on 130 gsm art paper & cover in 300 gsm art board with uv, lamination & section sewing with perfect binding	100		
		200		

ii)

<b>Item</b>	<b>Specification</b>	<b>Quantity (nos.)</b>	<b>Rate (Rs.)</b>	<b>Total (Rs.)</b>
Annual Report & Audited Accounts (Hindi)	Approx. 90 nos. of inside pages printed in multicolor on 130 gsm art paper & cover in 300 gsm art board with uv, lamination & section sewing with perfect binding	100		
		200		

\* Cost inclusive of Translation, Design, Artwork Development, and Printing & Delivery.

Signature & Seal of the Bidder

**C) Tender Fee:** Rs. 500/- in the form of Demand Draft in favour of **Director, National Institute of Technology Mizoram, Aizawl** payable at SBI, Bawngkawn, IFSC code: **SBIN0007059, Branch Code: 007059**

The sealed tender completed in all respects should reach the following on or before 31<sup>st</sup> July, 2014 at the address: **Director, National Institute of Technology Mizoram, Chaltlang, Aizawl – 796012** and the envelope containing the tender should be super scribed “**Tender for Printing of Annual Report and Audited Accounts**”.