

फैक्स/Fax: 0674-2301651
टेलीफोन/Tel: (0674) 2300060 (निदेशक/Director)
EPABX: 230010/ 2300016/ 2300481

ई मेल/ E-mail: director.iwmm@icar.gov.in
वेब/Web: https://iwmm.icar.gov.in



भाकृअनुप – भारतीय जल प्रबंधन संस्थान
ICAR-Indian Institute of Water Management
(भारतीय कृषिअनुसंधान परिषद/Indian Council of Agricultural Research)
रेलविहार के सामने, चंद्रशेखरपुर, भुवनेश्वर-751023, ओडिशा
Opp. Rail Vihar, Chandrasekharpur, Bhubaneswar-751023, Odisha



E-TENDER NOTICE

BID DOCUMENT (Two Bid System)

NAME OF WORK: JOB / WORK CONTRACT FOR PROVIDING PRINTING OF ANNUAL REPORT, NEWSLETTER/FOLDER/LETTER HEADS/BULLETIN ETC.

Tender Enquiry No: ICAR-IIWM/02/2024

Tender published at Website:

<https://gem.gov.in/>

<https://iwmm.icar.gov.in>

**GeM Portal Toll Free Numbers (Inbound): Call
1800419-3436 / 1800-102-3436
Help Desk Outbound No's: +911244875125 & +917556685120**

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Opp. Rail Vihar, Chandrasekharpur, Bhubaneswar-751023, Odisha



Advertisement No. ICAR-IIWM/02/2024

TENDER CALL NOTICE

Sealed two bid tenders (Technical & financial bid) are invited by the Director, ICAR- Indian Institute of Water Management, Bhubaneswar from the reputed/registered firms for entering in Annual Rate Contract for printing of Annual Report, Newsletter, Folder/Leaflets, Letter heads etc. valid for a period of one years from the date of execution of agreement. The ICAR-Indian Institute of Water Management, Bhubaneswar is a unit of ICAR, Department of Agricultural Research and Education under the Ministry of Agriculture, Govt. of India.

The Tender form can be obtained from ICAR-IIWM office website www.iwmm.icar.gov.in or <https://gem.gov.in> portal. Tender papers complete in all respect will be received up to **3 P.M.** on **22.08.2024** and the Technical Bid will be opened on **24.08.2024** at **3 P.M.** The financial bid of the firms those who qualified in Technical Bid will be opened later under.

Administrative Officer

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender form/bid document may be downloaded from the website :<https://gem.gov.in>. Online submission of Bid through Government e-Marketplace Portal <https://gem.gov.in> is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit website <https://gem.gov.in> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. This Institute reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) Earnest Money Deposit (EMD) of **₹50000.00 (Rupees fifty thousand)** only in the form of Demand Draft from any of the scheduled Bank in favour of **ICAR Unit IIWM payable at Bhubaneswar** and maybe addressed to the **Administrative Officer, ICAR – Indian Institute of Water Management, SE Rly. Project Complex, Chandrasekharpur, Bhubaneswar-751023 (Odisha)** so as to reach on or before bid opening date and time as mentioned in the tender notice otherwise the tender will not be considered.
5. Bidder need not to come at the time of Technical as well as Financial bid opening at ICAR- IIWM. They can view after login on GeM Portal at their end. If bidder wants to join bid opening event at ICAR-IIWM then they have to come with bid acknowledge slip that generates after successfully submission of online bid.

The Firms are required to upload copies of the following documents for technical evaluation: -

- **TECHNICAL:**
 - a. Scanned Copy of the Registration certificate of the firm under the work contract of the *Appropriate* Authority, Registration certificate must be valid as on the last date of submission of bid.
 - b. **Scanned copy of Income Tax Return(ITR) for the last three Assessment Years** i.e. 2019- 20, 2020-21 and 2021-22.
 - c. Scanned copy of certified balance sheet of the firm for last three Years showing annual turnover of ₹40 lakhs or more or Scanned Copy of certificate from chartered accountant showing minimum turnover of ₹40 lakhs for the last three Years i.e. 2019-20, 2020-21 and 2021-22.
 - d. Scanned copy of duly certified copies of the satisfactory services / work order where the tenderer is providing such services during the last three years. If the work done was not satisfactory or the contractor has not compiled the statutory liabilities or any unsatisfactory report, such tenders will be rejected on technical grounds. Also, if any bidder has not mentioned such work experience or misguide the authority and if it is noticed, such tenders will also be rejected on technical evaluation level.
 - e. Scanned copy of PAN CARD.
 - f. Scanned copy of ISO Certificate in the relevant field. (Optional)
 - g. Scanned copy of GST registration certificate.
 - h. Scanned copy of Earnest Money Deposit (EMD)/its exemption, if any. If the firm is seeking exemption, they have to upload the concerned certificate of exemption issued from the competent authority.
 - i. Scanned copy of Annexure–II and Tender Acceptance Letter Annexure-III (on firm’s letter head).
 - j. Scanned copy of the affidavit to the effect that the firm has not been black-listed by any Govt. Office/Institute/ICAR for any reason. The Affidavit so provided should not be more than 6 months old otherwise the tender will be rejected. If nothing is submitted in support of this, it will be assumed that the firm is not blacklisted and if later, it is found any adverse report the contract will be terminated and performance security will be forfeited.

k. Start-up company will be considered as per standard norms and guidelines.

All necessary documents in support of the details for Sl. No. a to k must be attached. The bid is liable to be rejected in case documents are not uploaded in the GeM Portal, documents are incomplete or in case any certification/ registration has already expired but is yet to be renewed. Only essential and necessary valid documents are to be uploaded. Please avoid uploading extraneous and irrelevant documents which unnecessary cause confusion. The institute reserve the right to ask shortfall of documents from one or all bidders through Gem Portal.

- *FINANCIAL BID:*
 - (a) PriceBidasBoQ_XXXX.xls

Validity of the contract:

This contract will be valid for a period of 1 year initially and liable to be extended for further periods not more than one-year subject to the satisfactory services and on the same terms and conditions on mutual agreements.

Validity of Tender:

A minimum of 180 days' validity to be provided from the last date of submission of Tender. Decision of the Director, reserves the right to extend the validity period of the Tender.

Before quoting the rate, prospective bidders may access the work and manpower required by visiting the ICAR-IIWM and consult the Chairperson, Publication Committee if required and seek all clarifications during the pre-bid meeting on (date) at (time) A.M.

Sd/-
Administrative Officer



भाकृअनुप – भारतीय जल प्रबंधन संस्थान
ICAR-Indian Institute of Water Management
(भारतीय कृषिअनुसंधान परिषद/Indian Council of Agricultural Research)
रेलविहार के सामने, चंद्रशेखरपुर, भुवनेश्वर-751023, ओडिशा
Opp. Rail Vihar, Chandrasekharpur, Bhubaneswar-751023, Odisha



F.No.2-31/Store/2015/

Dated:29.07.2024

Subject: Empanelment of Printing Agency

ICAR-Indian Institute of Water Management, Bhubaneswar intends to empanel the reputed Offset Printers and Laser typesetters for the printing and laser typesetting of high quality Books, Journals, Reports, Newsletters, Proceedings and other similar high quality publications in Demy Quarto, Royal octavo, Crown quarto size from Positives by P.S. Plates or through CTP (Computer to Plate) process.

You are requested to submit the technical bid in a separate envelope enclosing Schedule-I and recent publication of minimum 100 pages. An inspection team would visit the firms for the physical inspection of available infrastructure with the press as furnished in the enclosed preform of Schedule-I. The Technical Bid of the bidders will be evaluated and financial bids of those bidders will be opened for who fulfill our requirements. The Lowest responsive bids found suitable for the Printing of Publications will be empaneled.

The Financial Bid is also to be submitted along with the Technical Bid in two separate sealed envelopes, i.e. one for Technical Bid and another for Financial Bid clearly specifying the "Technical Bid" and "Financial Bid" on the envelope.

The terms and condition of the contract for printing areas under:

1. The press/firm will either be provided with Camera ready composed and made up pages of Text of the publications complete in all respects, in the form of Laser Printout or digital copy in FLOPPY/CD for processing (negative/positive making) and printing.
2. The laser type setter shall compose the galley/pages as per the specifications, style and layout prescribed by the Institute and supply the proofs accordingly in the time frame manner at every stage of proofs.
3. Laser type setting work will generally include the following stages:
 - a) **STAGE I** Supply of first Galley proofs after passing them through a "Spell Check" software.
 - b) **STAGE II** Supply of corrected and formatted proofs in the form at prescribed by the Institute.
 - c) **STAGE III** Supply of final Laser Print from the original cartridge on smooth quality opaque paper (at least 80 GSM PAPER) in a minimum of 600 DPI, in the format prescribed by the Institute.
4. The Type setter shall have to redo such of the pages where mistakes marked by the Institute have escaped corrections without any obligation to the Institute.
5. Cutting and pasting of any matter/correction is not permissible.
6. If the Institute feels at any time that any job is being delayed by the press for whatsoever reason, it will have the right to withdraw the same and entrust the same to any other press for urgent execution.
7. The selected press will be required to collect all the material, i.e. composed pages, illustrations, transparencies/colour prints etc., from the Institute Office.
8. The Director, ICAR-Indian Institute of Water Management is not bound to accept the lowest quotations or any quotation or to assign any reason for rejection of any or all the quotations. He also reserves to himself the right of accepting the whole or any part of the quotations. His decision in these matters shall be final and binding on the press.
9. The Institute also reserves the right to of for the lowest rates received from any press and accepted by it to any of the other press or presses to enter into parallel printing arrangement, if so decides whatever the reason be.
10. In the case of any item of work not covered under the printing arrangement, the rates decided by the Institute thereof, will be final and binding on the press.

11. The printing arrangement will be made for a period of one year and the same may be extended on the existing rates, terms and conditions etc. for such a period as the Institute may decide in consultation with the press.
12. The Earnest Money of the successful bidder will be refunded on submission of Security Deposit as mentioned below.
13. **Security Deposit of ₹50,000.00 (Rupees fifty thousand only) by way of Demand Draft will have to be deposited with ICAR-Unit-IIWM, Bhubaneswar at the time of signing the agreement. In case agency terminates the contract without any valid reason, the Demand draft shall be encashed by ICAR-IIWM. In case of unsatisfactory performance despite advice to improve the same, ICAR-IIWM reserves the right to encash the demand draft. The encashment will be over and above the imposition of penalty for poor quality work.**
14. The successful bidder will have to sign an agreement with ICAR-IIWM within **7(Seven)** days of receipt of acceptance of tender failing which the contract will stand withdrawn.
15. ICAR-IIWM reserves the right to cancel any or all bids without assigning any reason or to accept any bid in part or full.
16. The tender should be valid for a period of one year/contract period.
17. Percentage of discount if any clearly mentioned in figures and words.
18. Conditional tender will be rejected.
19. Each page of tender documents may please be signed by the bidder.
20. In case of any dispute, the same will be resolved within Odisha jurisdiction only.
21. **DIRECTOR, ICAR-INDIAN INSTITUTE OF WATER MANAGEMENT, BHUBANESWAR reserves the Right to terminate the contract by giving 30 days' notice.**
22. The tender should be submitted by **19.08.2024 up to 3 P.M.**
23. The financial bids will be opened after short-listing the qualifying agencies in the presence of the bidders or their authorized representative, the date of which shall be informed to short listed agencies.
24. All the tenders received will be evaluated on the basis of the following criteria of Technical Bids. The Tenderers should **MUST** submit filled Schedule I along with publication during last one year of minimum 100 pages for technical evaluation and Schedule II along with all annexures for financial evaluation separately.

Yours faithfully,

Sd/-

Administrative Officer
For DIRECTOR

TENDER FOR ANNUAL RATE CONTRACT FOR PRINTING WORKS OF ICAR-INDIAN INSTITUTE OF WATER MANAGEMENT, POST- SE RAILWAY PROJECT COMPLEX, CHANDRASEKHARPUR, BHUBANESWAR-751023, ODISHA

From:

Full Name of the tenderer	
Address:-	
Telephone No.	
Email ID:	

To

The Administrative Officer,
ICAR-Indian Institute of Water Management,
P.O.- SE Railway Project Complex, Chandrasekharpur,
Bhubaneswar -751 023 (Odisha) India.

Sir,

I/we have read all the particulars regarding the general information and other terms and

Conditions for **Annual Rate/Work Contract for Printing works of ICAR – Indian Institute of Water Management, P.O.: SE Railway Project Complex, Chandrasekharpur, Bhubaneswar-751023** and agree to provide the services as detailed in schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in schedule II attached to this tender and I/we agree to hold this offer open till 180 days. I/we shall be bound by a communication/ acceptance dispatched within the prescribed time.

1. I/we have understood the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
2. The following pages have been added to and from a part of this tender _____ . The **Schedules I and II** to accompany this tender are at page Nos. _____ .
3. Every page attached with this tender bears my signature and the official seal.
4. Demand Draft No. _____ of ₹ _____ drawn in favour of ICAR-UNIT-IWWM and payable at Bhubaneswar is enclosed as earnest money as required.

Signature & Seal of Tenderer with date _____

Address _____

Name & Signature of witness _____

Address _____

A. GENERAL REQUIREMENTS FOR TECHNICAL QUALIFICATION OF THE FIRM

Sl. No.	List of items	Availability (Yes or No)	New / refurbished(Also mention about its working condition)
1	C.P.C. four colour offset machine of 19" x 25" size		
2	Four colour offset machine of 19" x 25" size		
3	Computer to Plate (CtP) unit		
4	Scanning and planning facilities		
5	Complete processing equipment		
6	Complete plate making unit		
7	Automatic cutting machine		
8	Section sewing machine		
9	Perfect/Digital binding machine		
10	Lamination facility (Matt and spot lamination)		
11	High speed E-Mail/Internet connectivity		
12	Computers with modern software required for High quality typesetting/photo editing/printing		
13	Digital Printing facilities		
14	U.P.S for back up facility of computers		
15	Number of Laser typesetting operators(English/Hindi/Odia)		
16	Facilities for the staff of ICAR-IIWM to seat in case of urgent nature of work		
17	Copy of ESI and EPF of the employees of the company/firm(<i>If available ,please attach</i>)		
18	ISO certification of the company/firm (<i>If available, please attach</i>)		

A. ESSENTIAL REQUIREMENTS FOR TECHNICAL QUALIFICATION OF THE FIRM

Sl. No.	List of items	Attached (Yes or No) Attach separate sheets for evidence duly signed and Stamped by the firm
1	Power backup facility (Gen-set/DG set) for the operation of printing machines (CtP unit)	
2	Experience in the field of printing with documentary evidences	
3	Copy of CST Registration Certificate, PAN Number, TIN Number, Up-to date VAT clearance Certificate, Certificate of Registration of Firm etc.	

B. PRINTING QUALITY REQUIREMENTS FOR TECHNICAL QUALIFICATION OF THE FIRM

(To be judged by Technical Committee of the Institute for final approval of technical bid regarding printing quality and financial bid of only approved firms will be opened)

Sl. No.	List of items	Attached (Yes or No)	Approved/Not approved (To be judged by the Technical Committee, nominated by the Director, ICAR-IIWM to ensure very high printing quality) Quality of printing will be judged based on the printing quality of texts, photographs and graphs. If High-Approved If not High-Not Approved
1	Attach at least ONE BEST publication during last one year of minimum 100 pages scientific report to ensure VERY high printing quality.		

Signature and Seal of the Firm

ICAR-Indian Institute of Water Management

Chandrasekharpur, Bhubaneswar-751023, ODISHA

(Reference for BoQ) (To be quoted in format provided on GeM Portal)

Price bid for **ANNUAL RATE CONTRACT FOR PRINTING** at ICAR-Indian Institute of Water Management, SE Rly. Project Complex, Chandrasekharpur, Bhubaneswar- 751023, Odisha:

Form of Quotation- Quotes the rates in Indian Rupees in the space provided against each item and totaled all. Overwritten figures shall be ignored and bid shall be cancelled. Each page of annexure should must be duly signed and stamped by the firm

ANNEXURE- I**Scope of Work****ANNUAL REPORT**

- i.) Quantity : 100 hard copies (with soft copy)
- ii.) Number : Two in a year (Institute and AICRP annual report)
- iii.) Size : A-4or¼Demi
- iv.) No. of pages : Within 100 (approx.) with multi colour printing

Sl. No.	Items	Qty.	Rate
1.	Cover page: Designing, processing and multicolor printing	Per 04 pages	
2a.	Inner page: Text setting, Multi – color offset processing, scanning, planning & designing	Per 04 pages	
2b.	Inner page: Multi – color offset printing	Per 04 pages	
3.	Type setting in Hindi	Per 1000 words	
	Paper		
4a.	Cover paper cost: 300 gsm (Sinar/JK)	Per 04 pages	
4b.	Innerpapercost:130 gsm (Sinar/JK)	Per 04 pages	
4c.	Coverpapercost:285 gsm (MontBlanc)	Per 04 pages	
4d.	Innerpapercost:130 gsm (MontBlanc)	Per 04 pages	
	Lamination		
5.	Cover lamination Matt Finish (two pages)	Per 02 pages	
6.	Cover page : Spot lamination	Per sq. inch	
7.	Cover page: Embossing	Per sq. inch	
8.	Binding (Section sewing/Jeu stitching& Perfect/digital binding)	Per copy	
TOTAL			

Signature and Seal of the Firm quoting the rates

FOLDER/LEAFLETS

- i) Size :1/8demy
- ii) No. of pages :4/6/8
- iii) Printing : Multi - color
- iv) Paper :130gsm/220gsm/300gsm (Sinar/JK)
- v) No. of copies :50-100

Sl. No.	Items	Qty.	Rate for 50 copies	Rate for 100 copies
1a.	Multi color processing, text setting, scanning, planning	Per 04 pages		
1b.	Multi color printing	Per 04 pages		
2.	Lamination & creasing	Per 04 pages		
		Per 06 pages		
3a.	Cost of paper:130gsm (Sinar/JK)	Per 04 pages		
		Per 06 pages		
3b.	Cost of paper:220gsm (Sinar/JK)	Per 04 pages		
		Per 06 pages		
3c.	Cost of paper: 300gsm (Sinar/JK)	Per 04 pages		
		Per 06 pages		
4.	Staple Binding/Center stitch	Per copy		
TOTAL				
Average rate of two columns				

Signature and Seal of the Firm quoting the rates

FOLDER/LEAFLETS

- i) Size :1/4 crown
- ii) No. of pages :4/6/8
- iii) Printing : Multicolor
- iv) Paper :130gsm/220gsm/300gsm(Sinar/JK)
- v) No. of copies :50-100

Sl. No.	Items	Qty.	Rate for 50 copies	Rate for 100 copies
1a.	Multi color processing, text setting, scanning, planning	Per 04 pages		
1b.	Multi color printing	Per 04 pages		
2.	Lamination & creasing	Per 04 pages		
		Per 06 pages		
3a.	Cost of paper : 130 gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
3b.	Cost of paper:220 gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
3c.	Cost of paper: 300 gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
4.	Staple Binding/Center stitch	Per copy		
TOTAL				
Average rate of two columns				

Signature and Seal of the Firm quoting the rates

FOLDER/LEAFLETS

- i) Size :1/4 demy
- ii) No. of pages :4/6/8
- iii) Printing : Multicolor
- iv) Paper :130gsm/220gsm/300gsm (Sinar/JK)
- v) No.of copies :100 and 250

Sl. No.	Items	Qty.	Rate for 100 copies	Rate for 250 copies
1a.	Multi – color processing, text setting, scanning, planning	Per 04 pages		
1b.	Multi color printing	Per 04 pages		
2.	Lamination & creasing	Per 04 pages		
		Per 06 pages		
3a.	Costofpaper:130gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
3b.	Costofpaper:220gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
3c.	Costofpaper:300gsm(Sinar/JK)	Per 04 pages		
		Per 06 pages		
4.	Staple Binding/Center stitch	Per copy		
TOTAL				
Average rate of two columns				

Signature and Seal of the Firm quoting the rates

NEWSLETTER

- i) Size :1/4 demy (8,12pages&16pages)
- ii) Paper :220 gsm (Sinar/JK)
- iii) Printing : Multi colour with scanning & processing
- iv) Stitching : Stapler Binding/Center stitch
- v) No. of copies :100

Sl. No.	Items	Qty.	Rate
1	Multi color text setting, planning, designing, Processing & scanning	Per 04 pages	
2	Multi color printing	Per 04 pages	
3	Cost of Paper(220gsm)	Per 04 pages	
4	Staple Binding/Center stitch	Per copy	
5	Hindi typing and setting	Per 1000 words	
TOTAL			

Signature and Seal of the Firm quoting the rates

BULLETIN/BOOKS

- i) Size :1/4 crown
- ii) Printing : Multi color, Bi-color & single colour with scanning & processing
- iii) No. of copies :100
- iv) Total No. of pages :40-100

Sl. No.	Items	Qty.	Rate for 100copies
1	Cover pages multicolor processing, Designing and printing	Per 02 pages (Inner side blank)	
2	Single color: printing, processing, scanning & text setting	Per 04 pages	
3	Bi-color: printing and processing, scanning & text setting	Per 04 pages	
4	Multi color printing: processing, scanning, planning, designing & text setting	Per 04 pages	
5	Innerpapercost130gsm(Sinar/JK)	Per 04 pages	
6	Coverpapercost220gsm(Sinar/JK)	Per 04 pages	
7	Lamination(Matt) of cover page (Two sides only)	Per 02 pages	
8	Spot lamination in cover page	Per sq. inch	
9	Staple binding	Per copy	
10	Jeu stitching & Perfect binding	Per copy	
TOTAL			
Average rate of two columns			

Signature and Seal of the Firm quoting the rates

TRAINING MANUAL

Size : A-4

Quantity :50/100copies

No. of pages : 100 (approx.)with multi color printing

Sl. No.	Items	Qty.	Rate for 50 copies	Rate for 100 copies
1.	Cover page: Multi color processing, designing and printing	Per 02 pages (Inner side blank)		
2.	Inner pages: Single colour processing, scanning, text setting & printing	Per 04 pages		
3.	Inner pages: Multi color offset planning, designing, processing, scanning & text setting and printing	Per 04 pages		
4a.	Cover papercost:300 gsm (Sinar/JK)	Per 04 pages		
4b.	Innerpapercost:130gsm(Sinar/JK)	Per 04 pages		
5.	Cover lamination Matt Finish (Two sides only)	Per 02 pages		
6.	Binding (Section sewing/Jeu stitching &Perfect/digital binding)	Per copy		
TOTAL				

Signature and Seal of the Firm quoting the rates

HINDI MAGAZINE

Quantity :100 copies
 Size : A-4 or ¼ Demi
 No. of pages :40-60 (approx.) with multi color printing

Sl. No.	Items	Qty.	Rate
1.	Cover page: Designing, processing, scanning and multicolor printing (all four pages)	Per 04 pages	
2a.	Multi color offset processing, Scanning, Planning, Designing & Text setting	Per 04 pages	
2b.	Multi color offset printing	Per 04 pages	
3.	Type setting in Hindi	Per 1000 words	
4a.	Cover papercost:300 gsm (Sinar/JK)	Per 04 pages	
4b.	Inner paper cost:130gsm(Sinar/JK)	Per 04 pages	
5.	Cover lamination Matt Finish (all four pages)	Per 04 pages	
6.	Cover page: Spot lamination	Per sq. inch	
7.	Staple binding	Per copy	
8.	Jeu stitching & Perfect binding	Per copy	
TOTAL			

Signature and Seal of the Firm quoting the rates

Note: The above mentioned Financial Proposal/Commercial Bid format is provided as BoQ_XXXX.xls along with this tender document at <https://GeM.gov.in>. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial Bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with ICAR-IIWM, Bhubaneswar.

FORM OF AGREEMENT

EXECUTION OF AGREEMENT FOR ANNUAL RATE CONTRACT OF PRINTING WORKS.

On this day _____ of _____ 2024 the agreement is made between the Director, ICAR-IIWM, Bhubaneswar as 1st party on behalf of ICAR, Krishi Bhawan, New Delhi & M/s. _____ as 2nd party.

1. WHEREAS the printer has agreed with ICAR-IIWM, Bhubaneswar to take-up the printing of Annual Report, Bulletin, Newsletter, Letter Heads etc. as per the rates approved quoted for vide their tender No. _____ Dated _____. The rate schedule is attached herewith. The work order will be issued to the printer as and when required within the period of contract at the approved rates.
2. The period of contract for 01(one) year will be from the date of execution of this agreement i.e. from to _____. The period may be reduced/extended as per requirement & satisfactory performance of the 2nd party. The payment will be released after satisfactory completion of each work ordered for.
3. The Printer should execute the work with great promptness, accuracy to the satisfaction of the Director, ICAR-IIWM, Bhubaneswar & will complete the work as per desired specification, design etc. within the period as mentioned in the work order.
4. The contract made with the printer may be terminated at any time if any of the work awarded to them is not up to the satisfaction of the competent authority.
5. The manuscript & CD of the materials will be collected by the printer from ICAR-IIWM after getting the work order & will have to show the proof to the concerned officer & get it corrected if any before final printing is made.
6. The security money of ₹1,00,000.00 (Rupees One lakh only) deposited vide demand draft No. _____ dated _____ will be refunded after satisfactory completion of contracted period of 01 year & no interest thereon will be paid by the ICAR-IIWM, Bhubaneswar. The security money will be forfeited for non-completion of work satisfactorily.
7. The printing work should be good quality & the papers used for printing as well as photographs etc. should also be of good quality as per Job requirement. The paper quality will be as per the samples given by the 2nd party along with the tender.
8. Time & again if required for discussion & collection of materials etc. related to printing works awarded, no transportation will be allowed to the printer.
9. Income tax etc. as applicable will be deducted at source from the claim of the printer. Any dispute arising out of this contract will be within the Odisha jurisdiction.
10. All the ICAR-IIWM printing works are time bound. The printer has to complete the work within a stipulated time mentioned in the order letter of each job.
11. Printing charges up to 1000 copies will be at the same rate.
12. The Director, ICAR-IIWM, Bhubaneswar reserves the right to terminate the contract at any time without assigning any reason thereof.

Signature of the Director
(ICAR-IIWM, Bhubaneswar)
(1st party)

Signature of 2nd party
(Contractor)

Witness:

Witness:

1

1.