



भाकृअनुप- प्याज एवं लहसुन अनुसंधान निदेशालय

राजगुरुनगर, पुणे- 410505(महाराष्ट्र)

ICAR - Directorate of Onion and Garlic Research

Rajgurunagar, Pune-410505 (Maharashtra)

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File No.15-31/2015-16/Printing Materials/S&P/

Date: 30/04/2015

सेवा में/To

विषय: स्टेशनरी वस्तुओं- फॉर्म, रजिस्टर, बुक इत्यादि के मुद्रण हेतु सीमित निविदा (कोटेशन) आमंत्रित करने के बारे में।

Sub. : Limited tender (Calling quotation) for Printing of Stationery items- Forms, Register, Books etc. - reg.

महोदय / Sir,

उपरोक्त विषय के संदर्भ में इस निदेशालय में स्टेशनरी वस्तुओं- फॉर्म, रजिस्टर, बुक इत्यादि के मुद्रण (छपाई कार्य) हेतु प्रतिष्ठित एवं अनुभवी फर्मों से निविदाएं (कोटेशन) आमंत्रित की जाती हैं। आप अपने मुहरबंद प्रस्ताव को लिफाफे के ऊपर " मुद्रण (छपाई कार्य) हेतु कोटेशन " लिखकर संलग्न अनैकझर के अनुसार निदेशक, प्याज एवं लहसुन अनुसंधान निदेशालय , राजगुरुनगर, पुणे को 27/05/2015 तक प्रस्तुत कर सकते हैं। आवश्यक विवरण नीचे दिया गया है तथा अधिक जानकारी हेतु आप निदेशालय की वेबसाइट www.dogr.res.in भी देख सकते हैं।

With reference to above subject, limited tender (Quotations) are invited from reputed and experienced firms for Printing of Stationery items- Forms, Register, Books etc. at this Directorate. You may submit your sealed proposal superscribed as "Quotation for Printing" to the Director, DOGR, Rajgurunagar, Pune upto 27/05/2015 as per attached annexure. Important specifications are given below and you may also visit at DOGR's website www.dogr.res.in for details.

Copy to:

1. AF&AO, DOGR, Rajgurunagar.
2. I/c ARIS cell for uploading on DOGR's website.
3. Guard File.

Term & conditions:-

1. Company profile along with PAN/TAN, Bank Account detail should be provided with the tender document.
2. Rates should be quoted on unit basis; the quantity of items can be increased and decreased at the time of finalization.
3. It is mandatory to provide the proof of printing, before commencement of final work.
4. The quoted price should be F.O.R. DOGR, Rajgurunagar and inclusive of all taxes, transportation and other charges.
5. All applicable taxes and charges should be clearly mentioned in your proposal.
6. The validity of rates (minimum 90 days), discount (if any), delivery period and term & conditions should be clearly mentioned.
7. The rates can be extended for one year for future requirements on the conditions that may then be mutually agreed upon.
8. Selected bidder should deposit the amount equivalent to 10% of P.O. towards the Performance Security.
9. Payment shall be released only after delivery and successful installation of equipment.

Administrative Officer

Annexure

Sr. No.	Description	Size and page nos.	With/ Without Binding	Qty.	Rate in Rs.
1	Stationery Register	37.5 x 25 cm- 100 pages (L+R)	Binding in best type with the symbol and address of DOGR. Printing on white/ Off green paper 70GSM (as per requirement)	5	
2	Field operation bill book	A4- 100 pages	-Do-	25	
3	Final work order Field operation	A4- 100 pages	-Do-	25	
4	Field operation work done register	A4- 100 pages	-Do-	25	
5	Pay bill register	50.5 x 37.5 cm- 100 pages (L+R)	-Do-	5	
6	Security register	A4- 100 pages	-Do-	5	
7	EMD record register	A4- 100 pages	-Do-	5	
8	Certificate A	A4- (100 pages each)	Pad- 70GSM	10	
9	Festival advance application	A4- (100 pages each)	Pad- 70GSM	2	
10	P- Loan application	A4- (100 pages each)	Pad- 70GSM	2	
11	HBA application	A4- (4 x 100 pages each)	Pad- 70GSM	1	
12	TA bill forms	Forms (4 pages in A4 for each)	70GSM	200	
13	Tentative/Final tour programme	A4- (100 pages each)	Pad- 70GSM	3	
14	Gate Pass Book	21 x 14.5 cm- 100 Pages (1+1 Pages White + Red)	Binding in best type with the symbol and address of DOGR. Printing on white paper. Numbering on each page.	10	