

By Registered/Speed Post
URGENT

No. 25-1(8)/2013-AHD (Coord)
Government of India
Ministry of Agriculture
Department of Animal Husbandry, Dairying & Fisheries

Krishi Bhawan, New Delhi
Dated the 22nd November, 2013

To

As per list

Subject: Printing of Annual Report of the Department of Animal Husbandry, Dairying & Fisheries for the year 2013-14 - Quotations regarding.

Dear Sir,

It is proposed to get the Annual Report of the Department of Animal Husbandry, Dairying & Fisheries for 2013-14 printed from high quality printers. About 3000 copies of the Report (2200 in English & 800 in Hindi) are to be printed in multi-colour with 30 photographs approximately. The manuscript consists of approximately 130 pages. The contents are subject to change at the first proof stage and number of pages may accordingly increase/decrease marginally. The work is required to be completed urgently in about 10 days of work order, as enumerated at para 3(ii) below.

2. Accordingly, quotations are invited from panelled printers maintained by Directorate of Printing, New Delhi (as per list) having experience in executing similar work and who are interested in undertaking the above work and have the capacity and competence to deliver printed copies within the specified period. In case you are interested, you may please submit your quotation in the enclosed form in **SEALED COVER** addressed to the **Assistant Director (Plan Coordination), Department of Animal Husbandry, Dairying & Fisheries, Room No. 575-A, Krishi Bhawan, New Delhi**, so as to reach him **latest by 3.00 P.M. on 16.12.2013**. The Quotations will be opened at 3.30 P.M. on the same day in the presence of bidders or their representative. Quotations received beyond the stipulated time and date will not be considered and the Department will not be responsible for any postal delay. The cover should be superscribed as under: -

"QUOTATIONS FOR THE PRINTING OF ANNUAL REPORT"

3. The terms and conditions for awarding the job shall be as under: -
- (i) The work shall be executed as per specifications given below: -

- (a) Printing : Offset
- (b) Composing : Phototype setting/DIP 600 DPI
- (c) Size : A-4
- (d) No. of Copies : English: 2200 Hindi: 800
- (e) No. of page : Approx. 130 (printed) pages each in English & Hindi with around 30 coloured photographs. There may be a marginal variation in the number of pages for which the price may be quoted separately as per standard 4-page format adopted by the Printers.
- (f) Colour : Multi-colour
- (g) Paper for cover page: Imported Art Card 300 GSM Laminated
- (h) Paper for Text pages: Imported Art paper of 135 GSM Matt Finish
- (i) Binding : Section Sewing and cover pasted on outer Cover
- (j) Delivery : At Krishi Bhawan, New Delhi within 10 days of work order including the time for formatting and dummy checking at our level.
- (k) Photographs : About 30 colored photographs are required to be used in the Annual Report and scanning's are required through Systems.
- (l) Type of Printing : Offset Printing both sides 4 colour.
(Text)
- (ii) The design, production and printing should be of first grade. The printing schedule for final delivery of the printed copies excluding the time taken by the Department for vetting the draft will be strictly adhered to by the Printer as detailed below: -
- (a) First proof: should be supplied within 4 days from the date of print order and handing over of manuscript/material complete in all respects.
- (b) 2nd & Final Proof: should be supplied within 2 days after the first proof reading is completed.

- (c) First lot of Printed copies: should be supplied in the next two days of approval of the final proof. The remaining copies to be delivered within next three days.
- (iii) Designing: To be attempted by the Press and final approval will be of the Department (samples to be shown).
- (iv) Cover Page: To be designed by the Printer highlighting Animal Husbandry, Dairy & Fisheries activities (Sample will be given). Final approval will be that of the Department.
- (v) The colour photographs will be supplied by this Department. The original material supplied by the Department should be returned after the job is completed. The entire material will have to be returned to the Department in Floppy in MS (Word) format/CD before the bills are submitted.
- (vi) The printer shall arrange to bring the proof of the Annual Report to the designated officer at his own cost for approval and all the copies of the Annual Report shall be supplied at Krishi Bhawan in not more than two lots free of Cartage etc.
- (vii) If Sales Tax/VAT is required to be paid by the Department, it should be mentioned separately and clearly in the quotations to be submitted by you with your Sales Tax Account Number.
- (viii) It will be obligatory for the printer to execute the work strictly as per specifications given in sub para 3 (i) above and if he fails to render satisfactory service, the Department reserves its right to cancel the award without assigning any reason whatsoever and his security deposit shall be forfeited and/or the work will be got done by alternate arrangement.
- (ix) In case the Printer fails to cope with the workload and does not complete the work as per schedule given in sub para 3 (ii) above, the Department reserves the right to recover a sum equal to 2% of the total cost, as penalty for each day's delay.
- (x) The undersigned or his representative(s) may inspect the quality of papers, cards, printing and binding before taking delivery and shall have the exclusive right to reject wholly or partly, any or all of the articles and her decision shall be binding on you.
- (xi) The printing job can be terminated summarily by this Department at any time without giving any notice. In this connection, the decision of the Department shall be final and binding on the Printer.

- (xii) The quotation should be accompanied by Earnest Money of **Rs.10,000/- (Rupees Ten Thousand only)** in the form of crossed Bank Draft drawn in favour of Pay & Accounts Officer, Department of Animal Husbandry, Dairying & Fisheries, New Delhi. Tenders with earnest money in any other form or those not accompanied with earnest money will be summarily rejected. The quotations shall be submitted in the enclosed proforma specifically devised for the purpose and its columns or their arrangement shall neither be altered nor amended/modified.
- (xiii) The rates quoted shall be mentioned by the Printers both in figures and words. The rates quoted should be strictly for the specifications given in the proforma. There should be no erasing or over-writing whatsoever.
- (xiv) The amount deposited as earnest money can be forfeited in case the successful bidder refuses to undertake work of printing of the report and can be appropriated towards loss caused to the Government towards printing of the report from other sources.
- (xv) A successful bidder will have to furnish performance guarantee equivalent to 5% amount of accepted bid.
- (xvi) All disputes or differences arising out concerning work shall be subject to the arbitration of Secretary (ADF) or his nominee. The decision of the arbitrator shall be final and binding on both the parties.

You are requested to read and understand the terms and conditions of the job mentioned in the foregoing paragraphs before sending your quotations, as violation of the aforesaid terms and conditions shall not be permitted once your quotations are accepted by this Department.

Yours faithfully,



(Shivaji Patil)
Assistant Director (PC)

Encl: Proforma for submitting quotations

**GOVERNMENT OF INDIA
DIRECTORATE OF PRINTING
'B' Wing Nirman Bhawan, New Delhi

LIST OF PANELLED PRIVATE PRINTERS/BINDERS MAINTAINED BY THE
DIRECTORATE OF PRINTING, NEW DELHI AS ON 1.5.2013

'A' CLASS OFFSET PRINTERS

1. M/s. Indian Printing Works, Rani Jhansi Road, Jhandewalan, New Delhi.
2. M/s. The Statesman Ltd., The Statesman House, Connaught Circus, New Delhi.
3. M/s. The Union Printers Co-op. Industrial Society Ltd., 2216, Hardhian Singh Road, Karol Bagh, New Delhi.
4. M/s. Veerendra Printers, 2216, Hardhian Singh Road, Karol Bagh, New Delhi-110005.
5. M/s. Ashoka Offset Works, A-60/3, G.T. Karnal Road, Industrial Area, Azadpur, Delhi.
6. M/s. Mehta Offset Pvt. Ltd., Mehta House, A-16(East), Naraina Industrial Area-II, New Delhi-110028.
7. M/s. Akashdeep Printers, 20, Ansari Road, Daryaganj, New Delhi.
8. M/s. Pelican Press, A-45, Naraina Industrial Area, Phase-II, New Delhi.
9. M/s. Tara Art Press, B-4, Hans Bhawan, 1, B.S. Zafar Marg, New Delhi.
10. M/s. Nu-Tech Photolithographer, 4750/XI, Partap Street, 23, Daryaganj, New Delhi.
11. M/s. Daily Tej, 8, B.S. Zafar Marg, New Delhi.
12. M/s. Anand Brothers, C/146, Naraina Industrial Area, Phase-I, New Delhi.
13. M/s. Surya Print Process, 9/54, Kirti Nagar, New Delhi.
14. M/s. Public Printing Press (Delhi) Services, C/80, Okhla Industrial Area, Phase-I, New Delhi.
15. M/s. Karam Chand Thapar & Bros. (C.S.) Ltd., 85-A, Punchkuian Road, New Delhi.
16. M/s. Saraswati Offset Printers (P) Ltd., Saraswati House, A-5, Naraina Industrial Area, Phase-II, New Delhi.
17. M/s. Gowersons Publishers (P) Ltd., Gulab House, Maya Puri Industrial Area, New Delhi.
18. M/s. New Model Impex Pvt. Ltd., Jagjivan Vidya Bhawan, Link Road, New Delhi-110 055.
19. M/s. S. Narayan & Sons, B-88, Okhla Industrial Area, Phase-II, New Delhi-110020.
20. M/s. India Offset Press, A-1, Mayapuri Industrial Area, Phase-I, N.D.-110064.
21. M/s. Aravali Printers & Publishers (P) Ltd. W-30, Okhla Industrial Area, Phase-II, New Delhi-110020.
22. M/s. Bengal Offset Works, 335, Khazoor Road, Karol Bagh, New Delhi-110 005
23. M/S Ajanta Offset & Packagings Ltd., 95-B Wazir Pur Industrial Area, Delhi-52.
24. M/S Utility Forms Pvt. Ltd., AB-8, Safdarjung Enclave, New Delhi-110029.
25. M/S Viba Press Pvt. Ltd., C-66/3, Okhla Industrial Area, Phase -II, New Delhi-20.
26. M/s J.J. Offset Printers, 522, Patparganj Industrial Area, Delhi-110092
27. M/s Everest Press, E-49/8, Okhla Industrial Area, Phase-II, New Delhi-110020.
28. M/s Chaar Dishayen Printers, C-42, Gulmohar Park, New Delhi-110049
29. M/s M.G. Printers Stationers, 1923, Gali Leshwa, Bazar Sita Ram, Delhi-110006.
30. M/s Samrat Press, B-88, Okhla Industrial Area, Phasse-II, New Delhi-110020
31. M/s Goyal Stationers, Shop No. 433, Gali Robin Talkies, Subzi Mandi, Delhi-110007
32. M/s Prabhat Publicity, 2622, Kucha Chellan, Daryaganj, New Delhi-110002.
33. M/S Chandu Press, D-97, Shakarpur, Delhi-110092.
34. M/s. International Print-O-Pac Ltd, B-205, Okhla Indl. Area, Phase-I, N.D.-110020
35. M/s. Delhi Press, E-3, Jhandewalan Estate, New Delhi-110055.
36. M/s. Gita Offset Printers, C-90, Okhla Indl. Area Phase-I, New Delhi-110020.
37. M/s. Caxton Press, Caxton House, 2-E, Jhandewalan Extn., New Delhi-110055.
38. M/s Batra Art Press, A-41, Naraina Industrial Area, Phase-II, New Delhi-110028.
39. M/s Salasar Imaging Systems, C-7/5, Lawrence Road, Industrial Area, New Delhi-110035.
40. M/s Personal Graphics & Advertiser Pvt. Ltd., Y-22, Okhla Industrial Area, Phase-II, New Delhi-110020.
41. M/s Tan Prints (India) Pvt. Ltd., 59/32, New Rohtak Road, New Delhi-110005.