

F. No. 1-1/2017-IAC-ES
Government of India
Ministry of Agriculture & Farmers Welfare
Directorate of Agriculture, Cooperation & Farmers Welfare
(Directorate of Economics & Statistics)

119 F-wing, Shastri Bhawan, New Delhi.

Dated the 1st November, 2018

E-TENDER NOTICE

Subject: Printing of “Agricultural Statistics at a Glance-2017” and “Pocket Book of Agricultural Statistics-2017” of Ministry of Agriculture & Farmers Welfare – Quotations regarding.

The Ministry of Agriculture & Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare, Directorate of Economics & Statistics invites Online quotations **on single bid format** from the printers who are empanelled as ‘A’ Class Offset Printers with Directorate of Printing, Ministry of Urban Development, Govt. of India to award the contract for Printing of “**Agricultural Statistics at a Glance-2017**” for which 900 copies (English 700 copies and Hindi 200 copies) are to be printed and “**Pocket Book of Agricultural Statistics-2017**” for which 200 copies (English) are to be printed. The manuscript for “Agricultural Statistics at a Glance-2017” consists of approximately 470 pages and that of “Pocket Book of Agricultural Statistics-2017” consists of approximately 154 pages. The contents are subject to change at proof reading stage and number of pages may accordingly increase/decrease marginally.

2. The bids must be submitted on **www.eprocure.gov.in** through online mode only on prescribed proforma (Annexure-II). No manual bids will be accepted. EMD of Rs. 20,000/- (Rupees Twenty Thousand only) from any scheduled Commercial Bank in favour of Pay & Accounts Office, Directorate of Economics & Statistics in sealed cover prominently marked as “EMD for Printing of “**Agricultural Statistics at a Glance-2017**” and “**Pocket Book of Agricultural Statistics-2017**” of the Ministry of Agriculture & Farmers Welfare” may be submitted to Chief Administrative Officer, Directorate of Economics & Statistics, 119, F-wing, 1st floor, Shastri Bhawan, New Delhi-110001” latest by **3.00 PM on November 13th, 2018**. The bids will be opened on **November 14th, 2018 at 3.30 PM**.

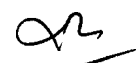
3. The quotations will not be considered without paper sample.

4. The scope of work and other terms & conditions are at **Annexure-I**.

5. The rates for each item shall be indicated both in words and figures and the price quoted at the time of submission of tender should remain valid for acceptance by the Directorate till 45 days. There should be no overwriting, erasing etc. in the bid.

6. If successful bidders decline to act on the contract placed by Directorate, EMD shall stand forfeited and no claim on this account shall be entertained. The EMD of unsuccessful bidders shall be returned/refunded after finalization of contract. The bid is also to be accompanied with experience details and other relevant information which prospective bidder may like to bring to the notice of Directorate.

7. The firms will be evaluated based on meeting tender criteria viz. submission of EMD/experience/accepting en-block terms and conditions etc. and other things equal the contract shall normally be awarded to lowest evaluated bidder (**composite price taken together for English & Hindi Version**) whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily. The bidders are not allowed to alter or modify their bids after expiry of the deadline for receipt of bids.



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“It may be specifically noted that the bids not meeting even the basic cost of the inputs, i.e., unreasonably low prices just to undercut and obtain contract are liable to be ignored to maintain required standards of work being awarded. The Directorate reserves the right to inspect infrastructure / logistics available before awarding contract. The past performance with Directorate will be an important criterion in evaluating the bid”.

8. It is not mandatory for the Directorate to assign final printing job to the selected vendor even after awarding of contract and Directorate shall be free to get the work executed through Directorate of Printing or other Governmental agencies, if required.

9. The successful bidder will have to furnish a Performance Security Deposit of 10% of the contract value in the form of fixed deposit in any of the scheduled commercial Bank duly pledged in favour of **Pay & Accounts Office (PAO), Directorate of Economics & Statistics** for due discharge of obligation under the contract. The performance security will be released only after timely and satisfactory completion of the job. However, the same shall be forfeited in case of any default.

10. If any of the bidders wants to understand the scope of work they may contact the Chief Administrative Officer, Directorate of Economics & Statistics, Room No.119, F-wing, Shastri Bhawan (Tel. No. 23385495) by **November 13th, 2018** up to 1.00 PM.

11. The Online quotations shall be opened in the presence of bidders who may like to be present. **It may be specifically noted that online quotations are required to be submitted with scanned copy of EMD and other necessary documents in the prescribed proforma only (Annexure-II). The quotation submitted by after specific date & time will not be accepted.**

12. You may submit your quotations, accordingly

Yours faithfully,



(Ram Kumar)
Chief Administrative Officer
Tele: 23385495

Copy to: NIC-DAC, DES – for placing/uploading this on the website.

TERMS AND CONDITIONS(Letter No. 1-1/2017-IAC-ES, dated 1st November, 2018)

1 The scope of work is as under:-

S. No.	Details	Agricultural Statistics at a Glance-2017	Pocket Book for Agricultural Statistics-2017
(a)	Printing	Offset	Offset
(b)	Composing	Typing and designing	Typing and designing
(c)	Size	Royal Octavo	3.5" x 5"
(d)	No. of copies	English 700 (Art Paper) Hindi 200 (Art Paper)	200 (English)
(e)	No. of pages	Approx 470+ 10% (plus-minus + -) (Printed) pages each in English & Hindi with coloured photographs.	Approx 154+ 10% (plus-minus + -) (Printed) pages each in English
(f)	Cover and back pages	Multi-Colour along with the inside covers (colour Specification book-4c x0c)	Multi-Colour along with the inside covers
(g)	Paper of cover page	Imported Art Card of 300 GSM duly laminated (Matt Lamination)	Imported Art Card of 300 GSM duly laminated (Matt Lamination)
(h)	Paper for Text Page	Imported Art Paper of 70 GSM in Bulk NS	100 Gsm Matt paper
(i)	Binding	Royal Octavo (Paper back)	Perfect
(j)	Delivery	To be delivered in single lot 700 copies of English version & 200 copies of Hindi version required to be furnished within three days from the date of handing over of final proof.	To be delivered in single lot 200 copies of English version required to be furnished within three days from the date of handing over of final proof.
(k)	Type of printing (text)	Both sides	Both sides

2. **The design, production and printing should be of top quality.**

3. The printer shall be required to furnish as many proofs, which may be desired by the Directorate.

4. Designing: To be designed by the Press and final approval will be of the Directorate (samples to be shown).

5. Cover Page: To be designed by the Printer highlighting Agricultural Operation /Farmers etc. (Sample will be given). Final approval will be of the Directorate.

6. It shall be the responsibility of the printer to get Hindi Version of the Agricultural Statistics at a Glance-2017 printed irrespective of font on which material is provided by Directorate.

7. Whereas some colour photographs may be supplied by this Directorate, some shall be required to be prepared/procured by Press at their cost. The original material supplied by Directorate should be returned after the job is completed.

8. The printer shall arrange to bring proof of 'Agricultural Statistics at a Glance-2017' and 'Pocket Book of Agricultural Statistics-2017' to the designated officer at his own cost for approval and all copies of 'Agricultural Statistics at a Glance-2017' and 'Pocket Book of Agricultural Statistics-2017' shall be supplied at Krishi Bhawan in one lot free of cartage etc. The printer shall be responsible to obtain dated receipts for various events to ensure calculation of time delays etc.

9. It will be obligatory for printer to execute work strictly as per specifications given in tender letter and if he fails to render satisfactory service the Directorate reserves its right to cancel award without assigning any reason whatsoever, the work will be got done by alternate arrangement at his risk and cost, besides taking other action(s) like penalty, forfeiture of performance security.

10. In case Printer fails to cope with workload and does not complete work as per schedule given in Para 2 above, Directorate reserves the right to recover a sum equal to 2% of total cost, as penalty for each day's delay.

11. The Directorate representatives may inspect quality of papers, cards, printing and binding before taking delivery and shall have exclusive right to reject wholly or partly, any or all of the articles.

12. The printing job can be terminated summarily by this Directorate at any time without giving any notice or without assigning any reason therefore. In this connection, the decision of Directorate shall be final and binding on Printer.

13. In case Printer fails to provide copies of "Agricultural Statistics at a Glance-2017" and "Pocket Book of Agricultural Statistics-2017" in one lot as per the satisfaction of the Directorate, a total 5% penalty from the due amount will be imposed on Printer for non-satisfactory/sub-standard/below performance work.

14. The Directorate reserves the right to disqualify printer for a suitable period who failed to provide copies of 'Agricultural Statistics at a Glance-2017' and 'Pocket Book of Agricultural Statistics-2017' of this Directorate in time. The Directorate will also reserve the right to blacklist a printer for a suitable period in case he fails to honour his bid without sufficient ground.

15. All disputes or differences arising out or concerning the work shall be subject to sole arbitration of Adviser (Administration) or his nominee. The decision of arbitration shall be final & binding on both parties.

16. The contract will be interpreted under Indian Laws and disputes adjudicable within jurisdiction of NCT of Delhi.



(Ram Kumar)

Chief Administrative Officer

Tel. 23385495

To

Chief Administrative Officer
 Directorate of Economics & Statistics,
 Department of Agriculture, Cooperation & Farmers Welfare,
 Ministry of Agriculture & Farmers Welfare,
 Room No. 119, F wing, Shastri Bhavan,
 New Delhi-110001

Subject: Quotations for Printing of Agricultural Statistics at a Glance-2017 and Pocket Book of Agricultural Statistics-2017 of the Ministry of Agriculture & Farmers Welfare – regarding.

Sir,

I/we intend to submit the online quotation on the subject captioned above and hereby consent to agree/ accept all terms and conditions stipulated in Directorate of Economics & Statistics's letter No. 1-1/2017-IAC-ES, dated 01.11.2018. The information desired and rates quoted are as per following details:-

Sl.No.	Name of the items	Rate in Rupees (In words & figure)
1	Printing of Agricultural Statistics at a Glance-2017 A. Composite Rate for 900 copies of English & Hindi Version up to 470+10% (plus-minus+-) pages including cover page B. (i) Rate for every additional page for 700 copies of English Version (ii) Rate for every additional page for 200 copies of Hindi Version	Basic Rate: Taxes: Total: Basic Rate: Taxes: Total: Basic Rate: Taxes: Total:
2	Printing of Pocket Book for Agricultural Statistics-2017 A. Composite Rate for 200 copies of English up to 154+10% (plus-minus+-) pages including cover page	Basic Rate: Taxes: Total:

3	Total Rate for both the publications (1+2)	Basic Rate: Taxes: Total:	
4	EMD Details (Amount, Name of Bank Branch, DD date and No.)		
5	Experience Details (For printing of at least three Govt. Publication from any Ministry /Directorate	Name of the organization	Year and Value of work done (in Rupees)
6	Details of works premises including infrastructure available		
7	The details of the PAN and other statutory registration((copy enclosed)		

2. I hereby abide by all the terms & conditions mentioned in Annexure-I. I/we undertake that documents are genuine/authentic and nothing material has been concealed and that I /we are not blacklisted/debarred by any Government organization and competent to get the contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.



Signature of Authorized Signatory

Name of the bidder:

Complete Address:

Address (Works), if any:

Contact Nos. :