

**OFFICE OF THE PROJECT DIRECTOR  
ASSAM STATE AIDS CONTROL SOCIETY  
KHANAPARA, GUWAHATI-22**

No. ASACS/NACP-IV/PROC/SS/2016/2016/932/

**Dated: 04/01/2017**

**Short Notice Inviting Tender**

Sealed quotation in single bid system affixing non-refundable court fees Stamp worth of Rs. 8.25 (Rupees eight and paisa twenty five) only are invited from reputed Printing Press for printing & supply of IEC Materials in Assam State AIDS Control Society, Khanapara, Guwahati-22. The quotation must reach the undersigned on or before **13/01/2017** up to **1:00 P.M.** after which no quotation will be accepted. The quotation will be opened on the same day at **1:30 P.M.** in presence of the bidders or their authorized representatives, if any. No Complaint will be entertained and considered on the plea of postal delay or otherwise and also no correspondence will be made or entertained regarding non-compliance of any terms and conditions and submission of documents along with the quotations as required. The tender is valid for 90 (Ninety) days. **Quantum of items may be increased/ decreased subject to the availability of fund.**

**List of Items:-**

<b>SI No</b>	<b>Items with Specifications</b>	<b>Quantity</b>
1	Sticker for site details:- Size- 3 cm x 2 cm, Paper for text- 120 GSM, Single color Printing, Lamination & Back Gumming	11,800 nos.
2 (a)	Rubber Stamp with specific site details (31 nos. of format) ANC	31 nos.
	Rubber Stamp with specific site details (22 nos. of format) HRG	22 nos.
3	Water Proof Marking Pen (Good Quality)	62 nos.
4 (a)	Data Form (Size- A4, Paper for text- 70 GSM, both side single color printing.(ANC)	13,000 nos.
4 (b)	Data Form (Size- A4, Paper for text- 70 GSM, both side single color printing. (HRG)	6,000 nos.
5 (a)	Data Forms Transportation Sheet (Size- A4, Paper for text- 70 GSM, Single side single color printing) (ANC)	1,270 nos.
5 (b)	Data Forms Transportation Sheet (Size- A4, Paper for text- 70 GSM, Single side single color printing) (HRG)	700 nos.
6 (a)	Sample Transportation Sheet (Size- A4, Paper for text- 70 GSM, Single side single color printing) (ANC)	1,270 nos.
6 (b)	Sample Transportation Sheet (Size- A4, Paper for text- 70 GSM, Single side single color printing) (HRG)	700 nos.
7	Consent forms (Assamese) (Size- A4, Paper for text- 70 GSM, Single side single color printing)	6,000 nos.

- A. All quotations duly sealed must be addressed to the Project Director, Assam State AIDS Control Society, Khanapara, Guwahati-22, and super scribed as **“Tender for Printing of IEC Materials for Assam SACS (S.S.)”** on the top of the sealed cover. Full name and address of the bidder should be mentioned on the cover.
- B. The bidder must sign in all the pages and documents along with office seal. Un-sealed tenders received are liable to be rejected and this will be on sole risk of tenderers
- C. **Self attested Copy of following documents should be enclosed along with the quotation:-**
1. Up to date valid VAT Registration Certificate.
  2. Photocopy of PAN Card and Bank A/C no. details
  3. Up to date Trade License.
  4. Up to date Registration Certificate from Printing & Stationery Department.

**BID PRICE**

- a) Bidder should submit the quotation as per format enclosed herewith.
- b) All taxes and other levies payable by the contractor under the contract shall be included in the total price.

- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to change/ modification on any account.
- d) The prices shall be quoted in Indian Rupee only.

#### **VALIDITY OF QUOTATION**

Quotation shall remain valid for a period of 90 days after the deadline date specified for submission the successful bidder(s) are bound to supply the items at agreed rates during this period.

#### **ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD**

Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security.

Under such situation, the proposal may be reviewed for award of the contract on the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance.

#### **DELAY IN DELIVERY**

- a) In case there is delay in delivery beyond the stipulated period as mentioned in delivery clause, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.
- b) Once the maximum price reduction is reached, termination of the contract may be considered.
- c) Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of EMD and other penal provisions.

#### **EVALUATION OF QUOTATIONS**

The bidder to quote the lowest rate (L1) may not be the successful bidder if he fails to fulfill the technical/ specifications criteria. Bidder(s) to fulfill all technical/ specifications criteria shall only be recommended for Price Bid Evaluation. **The tender will be evaluated as a package.**

#### **AWARDS OF CONTRACT**

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who will be qualified to be the lowest evaluated bidder.

Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

#### **SAVING CLAUSE:-**

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of tender

**PAYMENT TERMS:**

No advance payment shall be made. The paying authority on production of the following documents shall make payment, subject to availability of fund:-

- a. The delivery challan in triplicate.
- b. Invoice in triplicate.
- c. On receipt of the above documents the paying authority shall make payment to the supplier.

TeleFax. 0361-2360524

**Project Director  
Assam State AIDS Control Society  
Khanapara, Guwahati-22**

**Format of Price Bid**

<b>Sl. No.</b>	<b>Items with Specification</b>	<b>Quantity</b>	<b>Unit Rate in INR (Including all taxes)</b>
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**Project Director  
Assam State AIDS Control Society  
Khanapara, Guwahati-22**