

INDIAN DRUGS & PHARMACEUTICALS LTD.

(A Govt. of India Undertaking)

CIN No. U24231HR1961GOI003418

CORPORATE OFFICE, GURGAON

Tel: 0124-2456030

Notice Inviting Tender(NIT)

Tender Enquiry No. A-12005(1)/2019/IDPL/02

Dated: 04.10.2021

Indian Drugs & Pharmaceuticals Limited(IDPL) invites sealed quotations from reputed vendors for printing of 57th Annual Report for the Financial Year 2017-18 of the company. Interested parties, fulfilling eligibility criteria are requested to submit their credentials and Price Bid in a sealed cover superscribing "printing of 57th Annual Report for the Financial Year 2017-18" and send it to Administration Section, Corporate Office, IDPL Gurgaon-122016.

ELIGIBILITY CRITERIA/TECHNICAL DETAILS:-

1. The firm should have five year of experience in the field of printing as on the date of submission of quotation. (Please enclose the requisite proof of it duly signed).
2. Firm must be registered with the GST Department. (Copy of GST Certificate must be enclosed with quotation)
3. Attach the proof of digital printing work.
4. Rates should be quoted for printing and delivery of the Annual Report at IDPL Corporate Office, Gurgaon.
5. Proof/Draft to be submitted for approval within 15 days after receiving of work order and delivery to be made within 15 days from final approval of printing of Annual Report.
6. IDPL reserves the right to extend the time lines of delivery of annual Report and decision taken by IDPL shall be binding on the bidder.
7. Paper shall be arranged by printer as per specification at Annexure-1.
8. Payment shall be made within 15 days after receipt and acceptance of printed material. No advance payment will be made.
9. Sample of the Annual Report can be obtained from Dy. Manager(Finance), IDPL Corporate Office, IDPL Complex, Old Delhi Gurgaon Road, Dundahera, Gurgaon, Haryana-122016 from 11.00 hrs to 16.00 hrs on all working days.
10. Quotations should be addressed to Dy. Manager(Finance) and reached by 2.30 P.M. on 12.10.2021 at the following address:

**"Administration Section,
Corporate Office, Old Delhi Gurgaon Road,
Dundahera, Gurgaon-122016 (HR)"**

Printing Specification:-

- a) Composing : Laser Type Setting
b) Quantity : English 100No. & Hindi 70 No. (Total 170 No. Copies)
c) Size : Close 11" x 8.5", Open 11"x17"
d) No. of Pages : English Text-115 & Pages-125(approx)
Hindi Text-120 & Pages-130(approx)

Paper Quality:-

- a) Cover Paper : Imported art card 300GSM Paper
b) Text Paper : BPL MAP litho 90 GSM Paper

Printing:-

- a) Process : Digital Printing
b) Cover : Four Color with lamination
c) Text : Single color
d) Binding : Section Stitching
e) Packaging : Bundle of 25 copies each duly packed in Kraft paper and marked Hindi/English separately to be delivered at IDPL Corporate Office, Gurgaon during the working hours within 15 days after approval of Draft.
f) Rate : Rate should be quote inclusive of English and Hindi (Inclusive of Hindi Translation charges)
GST charges as applicable should be quote separately

Note: Pages are estimated. Rate for separate page must be quoted for increase/decrease if any.


Personnel Manager
Indian Drugs & Pharmaceuticals Ltd.

PRICE BID

SL. No.	Name of Work	Rate (Amount in Rs.)	GST @.....	Total Amount (Rs.)
1.	Printing of 57 th Annual Report for the Financial Year 2017-18.			
2.	Rate for separate page for increase/decrease			
3.	Total Amount			

(Total Amount in Word.....)

Note:-

1. The rate quoted should be all inclusive. No further charge /expenses will be reimbursed by IDPL.
2. Amount will be written in both figures and words. If there is any difference between figures and words, the words will prevail.
3. Quoted Rate should be only in sealed envelope. Bid in open condition will result in disqualification.
4. Price Bid evaluation will be done based on rate quoted as per SL No. 1. Rate for SL No. 2 will not be taken into consideration for evaluation purpose.

Signature with Seal / Stamp of the Vendor/Proprietor