



F. No. 14-01/GA/2016-FSSAI

FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
MINISTRY OF HEALTH AND FAMILY WELFARE
3RD FLOOR, FDA BHAWAN, KOTLA ROAD,
NEW DELHI-110002.

Dated, the 10th Oct, 2016

LIMITED TENDER NOTICE

INVITING BIDS FOR RATE CONTRACT FOR PRINTING AND SUPPLY OF BOOKLETS
AND ALLIED OTHER MATERIAL AS PER DESIGN PROVIDED BY FSSAI, FDA
BHAWAN, NEW DELHI-110 002

Food Safety and Standards Authority of India invites sealed Limited Tenders under single bid system from the selected agencies as per list attached for printing and supply of booklets/magazine/pamphlets etc; as per requirement in difference sizes as per design provided to the agency as per details specified in work description in compliance of terms and conditions stipulated in the tender document. This will be rate contract and remain valid for one year from the date of selection of successful bidder.

02. The tender document is available on the FSSAI website. The duly filled in Tender Document with relevant supporting documents may be submitted on or before **18th Oct, 2016 by 1400 hrs** in the office of Asstt Director (GA), FSSAI, FDA Bhawan, Kotla Road, New Delhi 110002.

Tender document (non-transferable) containing detailed specifications, terms & conditions can be obtained from GA Division free of cost or alternatively, the same can be downloaded from FSSAI website ***www.fssai.gov.in***.

Address of communication: AD (GA), Food Safety and Standards Authority of India 3rd Floor, FDA Bhawan, Kotla Road, New Delhi. -110002

ASSISTANT DIRECTOR (GA)
FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA



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FDA BHAWAN, NEW DELHI-110 002

1.0 SUBMISSION OF BID:

1.1 a) Submission, acceptance and rejection: - A tender in sealed cover super scribing "Rates for Printing and Supply of Booklets" on a prescribed Price Bid format (Annexure-A) should reach in the office of Asstt Dir (GA), Food Safety and Standards Authority of India, 3rd Floor, FDA Bhawan, Kotla Road, New Delhi. - 110002 on or before 1400 hrs by 18th Oct, 2016.

b) Tenders which are not complete in all respects are liable to be rejected.

c) For any queries/details required the bidders may contact Asstt Dir (GA), FSSAI.

2.0 Non-transferability: This tender is non-transferable.

3.0 DETAILS OF ITEMS/PRINTING SPECIFICATIONS IN MULTICOLOR FOR DIFFERENT SIZES OF PAPER AS MENTIONED BELOW: -

Printing Specifications/Description	Printable Paper Size						
	A5	A3"	A4	Std Book Size	Std Book Size	Legal Size	Letter Size
Cover Page 300 GSM Art Sheet	5.83"x 8.27	11.69"x 16.53"	8.27"x 11.69"	5"x8"	5.5"x8.5"	8.5"x 14"	8.5"x11"
Cover Page 250 GSM Art Sheet							
Text Page 130 GSM paper							
Text Page 100 GSM Paper							
Cover Page in Matte Finish							
Cover Page in Glossy Finish							
With Perfect Binding							
Without Perfect Binding							
Packing in Bundle of 20 Units							
Any Other Charges (Please mention clearly with item)							

4. **Firm's Registration:** Bidder must have valid PAN, Service Tax, TIN/VAT Registration so as to ensure that it meets all statutory tax obligations and there would be no evasion/loss of tax to the govt. (Attach Proof in support)

5. The person signing the tender document should be an authorized person to submit quotation on behalf of the agency/firm/dealer, in case other than the owner/director/Managing Director.

6. The financial bid/details should be quoted in an unambiguous form clearly stating price, taxes and allied other charges, if any. Figures in Indian Rupees (in numeric as well as in words are required to be mentioned).

6.1 In case no mention is made towards Taxes, Custom Duty, if any, Excise/VAT etc; the price quoted shall be considered as inclusive of all applicable statutory taxes and no consideration thereafter under any circumstances shall be entertained.

7. Bid Opening

7.1 Bids will be opened on 18th Oct, 2016 at 1530 hrs.

7.2 Authorized representative may attend the meeting, if they wish to. The authorized representative must be competent and empowered to settle all issues, if required.

8. EVALUATION CRITERIA:

8.1 Eligibility of tenderer will be based on quality of printing, clear Rates Quoted and delivery time.

8.2 No error, overwriting / correction shall be permissible unless attested under the signature of the bidder with date and seal.

9. Evaluation of bids:

9.1 The Authority may reject all bids if they are found to be unresponsive or unsuitable either because they represent deficiencies in complying with the enquiry or they involve substantively higher cost.

9.2 In case two bidders quote equal price the bidder offering quick delivery and having establishment close to this office location shall be declared successful. However, the decision of this organisation will be final and binding on the bidders.

9.3 Validity of Tender: Tender shall be valid for acceptance for a period not less than 365 days after tender opening date.

10.0 Award of Contract:

- 10.1 FSSAI will award the contract to the tenderer whose tender has been determined to be substantially responsive.
- 10.2 By the process of evaluation of bids, the Evaluation Committee prepared ranking list of bidders and award the contract to the L-1 bidder subject to fulfillment of prescribed conditions as mentioned above in the tender document.

11. FORCE MAJEURE

- 11.1 In the event of either party being rendered unable by Force Majeure to perform any obligation required by them under the contract, the relative obligation of the party affected by such Force Majeure shall be suspended for the period during which such cause lasts. It is clarified that in case, the Force Majeure event occurs due to negligence of agency, then the provisions of this clause shall not apply to the agency.
- 11.2 Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing within 07 (Seven) days of the alleged beginning and ending thereof giving full particulars and satisfactory proof. If deliveries are suspended by Force Majeure conditions lasting for more than one week, FSSAI shall have the option of cancelling this contract in whole or part at its discretion without any liability on its part.

12. APPLICABLE LAW AND JURISDICTION

All matters connected with this work shall be governed by the Indian law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Indian Courts at Delhi.

ANNEXURE-A
(Part-I)

Price-Bid

INVITING BIDS FOR RATE CONTRACT FOR PRINTING AND SUPPLY OF BOOKLETS
AND ALLIED OTHER MATERIAL AS PER DESIGN PROVIDED BY FSSAI, FDA BHAWAN, NEW DELHI-110 002

Printing Specifications/Description	Printable Paper Sizes (Rates per page)							Rates for 01-100 units	Rates for 101-500 units	Rates for 501-1000 units	Rates for Above 1000 units
	A5 5.83"x 8.27	A3" 11.69"x 16.53"	A4 8.27"x 11.69"	Std Book Size 5"x8"	Std Book Size 5.5"x 8.5"	Legal Size 8.5"x 14"	Letter Size 8.5"x 11"	A-5	A-5	A-5	A-5
Cover Page 300 GSM Art Sheet											
Cover Page 250 GSM Art Sheet											
Text Page 130 GSM paper											
Text Page 100 GSM Paper											
Cover Page in Matte Finish											
Cover Page in Glossy Finish											
With Perfect Binding											
Without Perfect Binding											
Packing in Bundle of 20 Units											
Any Other Charges (Please mention clearly with item)											
Add : Taxes, as applicable											

Add : Applicable Taxes should be indicated separately and the above rate quotes should be without inclusive of any tax.

SIGNATURE OF BIDDER WITH SEAL AND DATE

Annexure-A Contd....Part-II

**INVITING BIDS FOR RATE CONTRACT FOR PRINTING AND SUPPLY OF BOOKLETS
AND ALLIED OTHER MATERIAL AS PER DESIGN PROVIDED BY FSSAI, FDA BHAWAN, NEW DELHI-110 002**

Printing Specifications/Description	Rates for 01-100 units	Rates for 101-500 units	Rates for 501-1000 units	Rates for Above 1000 units	Rates for 01-100 units	Rates for 101-500 units	Rates for 501-1000 units	Rates for Above 1000 units	Rates for 01-100 units	Rates for 101-500 units	Rates for 501-1000 units	Rates for Above 1000 units	Rates for 01-100 units	Rates for 101-500 units	Rates for 501-1000 units	Rates for Above 1000 units
	A-3	A-3	A-3	A-3	A4	A4	A4	A4	Book Size 5"x8"	Book Size 5"x8"	Book Size 5"x8"	Book Size 5"x8"	Book Size 5.5"x 8.5"	Book Size 5.5"x 8.5"	Book Size 5.5"x 8.5"	Book Size 5.5"x 8.5"
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	Legal Size Paper	Legal Size Paper	Legal Size Paper	Legal Size Paper	Letter Size Paper	Letter Size Paper	Letter Size Paper	Letter Size Paper
Cover Page 300 GSM Art Sheet								
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