



CENTRAL POLLUTION CONTROL BOARD

(Ministry of Environment & Forests)

"Parivesh Bhawan", East Arjun Nagar, Delhi - 110032

Tender Notice

Empanelment of Printers (2012 - 2014)

Central Pollution Control Board (CPCB) invites sealed quotations/bids from Offset Printers for printing jobs like Annual Report (800 copies in English, 200 copies in Hindi in four colour), Parivesh Newsletters (6 to 8 volumes/year in four colour), Technical Reports (70-80 nos. in four and double colour), Posters, Leaflets, Letter Heads, Stock Registers, Ledgers, Report Photocopying and Binding etc.

- The empanelment will be valid for a period of two years only (2012-2014).
- The Offset press must be registered with Directorate of Printing, Govt. of India.
- The Offset Printers should have at least 2 years experience in the field and only NCR printers will be considered.

Interested parties may submit their bids to I/c, PR, Central Pollution Control Board, Parivesh Bhawan, East Arjun Nagar, Delhi, latest by 3.00 P.M. on 29.02.2012. The details are available on CPCB website: cpcb.nic.in for downloading the tender document (Financial & Technical Bids).

I/c Public Relation

CENTRAL POLLUTION CONTROL BOARD

(PR Division)

Parivesh Bhawan, East Arjun Nagar, Delhi – 110032

Rates of Offset Printing Valid for the Years 2012-2014 - PERFORMA (Financial Bid)

Rates should be quoted on this Performa only, dully typed, correction & overwriting of rates should be avoided.

1.	Laser Composing with formatting in A4 size by conversion from MS Office/Corel draw/PageMaker/Adobe Family etc.		Rates Item-wise
i.	English		
ii.	Hindi		
2.	Making finished Art work		
i.	A3/11" x 18"		
3.	Processing/Film Making A4 Size		
i.	Single Colour		
ii.	Double Colour		
iii.	Three Colour		
iv.	Four Colour		
4.	Printing through Computer to plate (CTP) Size 18" x 23"	Rates	
i.	Printing per colour/thousand		
ii.	1000 to 2000 copies		
iii.	2000 to 5000 copies		

5.	Finishing Item				
i.	Lamination A4 Size Report				
ii.	Plastic Jacket 11" x 17.5" (gauge 12)				
iii.	Creasing & folding of cover 11" X 17"				
6.	Binding each copy	Side Stitch	Central Stitch	Perfect Stitch	Spiral Binding
i.	Up to 96 pages				
ii.	97 to 192 pages				
iii.	193 to 496 pages				
iv.	497 & above				
7.	Printing of Posters in four colour with Designing and Two Color Printouts (Excluding Paper cost in Rs.)	11" X 17"	18" X 23"		
8.	Designing of Calendars Size 18 x 23" with two colour Printouts				
9.	Spiral Binding of Calendars with hanging device (Metal)				
10.	Xeroxing				
i.	A4 size Single Colour				
ii.	A4 Size in Colour				
11.	Detail of Paper	Size	Rates/Ream, Packet		
i.	Super Sun Shine 80GSM	23 x 36"			
ii.	Map litho 80GSM	23 x 36"			
iii.	Chromo Art Paper 90GSM	23 x 36"			

iv.	Sun Beam 110GSM	17 x 27"	
v.	Indian Art Paper 90 - 95 GSM	23 x 36"	
vi.	Indian Art Paper 110 GSM	23 x 36"	
vii.	Indian Art Paper 135 GSM (SINARMAS)	23 x 36"	
viii.	Imported Art Paper 90 GSM	23 x 36"	
ix.	Imported Art Paper 110 GSM	23 x 36"	
x.	Imported Art Paper 135 GSM CONCORED	23 x 36"	
xi.	Indian Art Paper 170GSM (SINARMAS)	23 x 36"	
xii.	Imported Art Paper 170GSM	23 x 36"	
xiii.	Indian Art Paper 210GSM (SINARMAS)	23 x 36"	
xiv.	Imported Art Paper 210GSM	23 x 36"	
xv.	Indian Art Paper 270GSM (SINARMAS)	23 x 36"	
xvi.	Imported Art Paper 270GSM	23 x 36"	
xvii.	Indian Art Paper 300GSM (SINARMAS)	23 x 36"	
xviii.	Imported Art Paper 300GSM	23 x 36"	
xix.	Recycled Paper 20Kg./sheet	23 x 36"	
xx.	Handmade Paper 25Kg./sheet	23 x 36"	
xxi.	Bible Paper 44gm. (ITC Brand)	23 x 36"	
xxii.	Bible Paper 54gm. (ITC Brand)	23 x 36"	

Signature and seal of the firm with date

NOTE :

1. In case composing is not done in accordance with the specified print area, payment shall be made on proportionate basis and penalty clause may be revoked.
2. Responsibility of proof reading will be with the printer but final print order is to be obtained from the central Board after seeking the approval of final proof.
3. CD shall be supplied by the Central Board and same will be returned to the Board after use in good condition and free from computer virus (es).
4. Original manuscript, negative/positive, diagram/charts, photographs etc. are to be returned to the Central Board in good condition at the time of supply of printed material.
5. Wastage 4% per colour is admissible, as per Bureau of India Standard, IS : 12000 (Part I) 1987.
6. Printer shall abide by the colour scheme suggested by the Central Board.
7. For any sundry items (i.e. items other than above) the rates actually prevailing in the market at the given time shall be obtained.
8. Bill in duplicate shall be submitted by the party within 7 days after compliance of the complete work order, failing which no claims shall be entertained.
9. Sales Tax etc. shall be payable by the Board, as per rule.
10. TDS shall be deducted at source from the bill, at the time of payment source, as per rule.
11. The payment shall be made through Crossed cheque.
12. (a). Bidders selected must deposit an Earnest Money Deposit (EMD) of Rs. 25,000/- with CPCB.

(b) Penalty Clause :

Date of Work order	Delay in days	Penalty Clause
As per work order details	30 days after assigning the final material	-Nil-
	Further 15 days delay	1% of <u>assigning amount</u> in the work order
	Further 15-30 days delay	2% of <u>assigning amount</u> in the work order
	Further delay beyond 30 days	Cancellation of work order and EMD would be forfeited

PROFILE OF PRINTERS (Technical Bid)

The necessary particulars required with regard to the firm for the purposes of panel of printers with the Central Board for printing various jobs of the Board.

1. **Name of the firm** : _____
2. **Address**
 - a). Office : _____

 - b). Factory : _____

3. **Telephone No.**
 - a). Office : _____
 - b). Factory : _____
4. **Name of the Proprietor / Partners / Directors** : _____
5. **Date of starting printing business** : _____
6. **Registration details (with directorate of printing)** : _____
7. **Sales tax number, VAT/PAN/TAN** : _____
8. **Income tax permanent account number enclosed copy** : _____
9. **List of Supporting papers for empanelment**
 - i). List of clients for the last two years. : _____
 - ii). Turnover of the firm
 - iii). Balance sheet for the year 10-11
 - iv). Legal cases pending (if any) against Govt. Dept./Autonomous Body etc.
 - v). Past experience with CPCB
 - vi). Copies of the work orders for the year 2010-11
 - vii). List of the organizations in which empanelled.
10. **Type of job performed** : _____
11. **Whether studio and prepress activities being done art job, etc. being done at your press.** : _____

12. **Number of printing machines and must have the facility of Computer to Plate (CTP) process** : _____
- a). Offset Press : _____
- b). : _____
- c). : _____
- d). : _____
13. **Number of staff employed** : _____
- a). Skilled : _____
- b). Semi skilled : _____
- c). Others : _____
14. **Any other relevant information which you wish to furnish** : _____

We are fully aware that this submission to the Central Board tantamount putting us in the panel with the Board, but the Board shall inform us specifically in writing about the registration after due scrutiny and verification of the facts mentioned above which to the best of our knowledge and belief are correct.

We undertake that if our name is put up in the Panel we shall abide by the terms and conditions to be specified to us by the Board and Security Deposit or performance bond to be executed as may be asked for by the Board.

Yours faithfully,

**Signature Seal of the
Firm with date**

Date: