



भा.कृ.अनु.प. - केन्द्रीय कपास अनुसंधान संस्थान  
पोस्ट बैग सं. 2, शंकरनगर पोस्ट ऑफिस, नागपुर -440 010

**ICAR - CENTRAL INSTITUTE FOR COTTON RESEARCH**

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{Location: Near Khapari Phata, Panjari, Wardha Road, Nagpur – 441 108}

*ISO 9001-2008 Certified*



F. No. (6)St/Printing/Rate Contract/HQ NGP/2017-18

Date: 03.01.2018

To,

**Sub:** Quotation for the Printing of Institute Publications, Annual Reports, Souvenir, Bulletins, Kapas Samachar, News Letter etc. under Rate Contract – reg.

Sir,

Sealed quotations are invited by the Director, CICR for Printing of Institutes Publications, Annual Reports, Souvenir, Bulletins, Kapas Samachar, News Letter etc. under Rate Contract for the **period of one year**, from reputed printing presses having good facilities and to take up the printing of publications complete within a minimum period as per terms & conditions under two bid system.

- 1) Technical Bid – Enclose Proforma of printing facilities available at press (Annexure-A).
- 2) Financial Bid as per the enclosed Sheet (Annexure-B).

**Terms & conditions:**

1. Sealed quotations should reach this office on or before **23.01.2018**.
2. The "Financial Bid" should contain the price as per Annexure-B.
3. Both the Technical Bid and Financial Bid should be placed in a single sealed envelope and should further be sealed together in a big envelope superscribing "**Quotation for Printing Work under Rate Contract**".
4. The rates should be inclusive of all taxes, labour charges, service charges, duties etc. **except papers**.
5. No advance payment will be made. The firm should submit the bill in triplicate. The bill to be submitted by the firm should bear valid GST number/PAN number etc.
6. **EMD amount for ₹ 15,000/-** in the form of D.D. in favour of "The Director, ICAR-CICR, Nagpur" of the above Rate Contract should be enclosed with quotation.
7. Successful bidder should have to deposit **security amount of ₹ 25,000/-** in the form of DD in favour of "The Director, ICAR-CICR, Nagpur", which will be refunded on termination of the contract.

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8. **Clause of Liquidate damages:** In case of delay in executing work @0.5% per week upto maximum of 5% of the total ordered value will be charge by the Institute.
9. In case of any dispute, the decision of the Director, ICAR-CICR shall be final. Our Technical Committee constituted by Director, ICAR-CICR may visit the site & facility & on recommendation of it Financial Bids to be opened accordingly.
10. The order can also be awarded to single firm based on aggregate of the rates quoted as per the Annexure-B.
11. The payment will be made within a month only after completing the printing work and to the satisfaction of the Director, ICAR-CICR, Nagpur.
12. The Director, ICAR-CICR reserves the right to accept or reject one or all quotations without assigning any reason thereof.

Yours faithfully

  
Sr. Administrative Officer

Encl: As Above

**TECHNICAL BID**  
**COMPANY LETTER HEAD**

NAME OF THE PRINTING PRESS: M/s. \_\_\_\_\_

(B) Modernization of the Printing Press :

Sl. No.	Details	Model	No. Units	Type of works/Specification	Remarks
1	Printing machines installed				
2	Facilities for colour printing				
3	Computers				
4	Scanners				
5	Printers				
6	Cutting machine				
7	Binding machine				
8	Any other facilities				
9	No. of skilled staff				
10	Working hours				
11	Any other information				

- A) Quality of work : Please enclose different printed materials as evidence of quality
- B) Any other charges :
- C) Any other information :
- D) Terms and conditions if any :

**Authorized Signatory with seal/stamp**

Address:

E-mail id:

Phone No.:

**FINANCIAL BID**  
**COMPANY LETTER HEAD**

NAME OF THE PRINTING PRESS: M/s. \_\_\_\_\_

**Rates / Quotations for the printing of the following publication**

CHARGES PER PAGE (Without Paper Charges):

SN	Particulars	I	II	III
		Printing of Annual Report, Newsletter & Kapas Samāchar Size: 9" x 11½" Language: English & Hindi	Souvenir / Hindi Publication Size: 7½" x 10" Language: English, Hindi & Marathi	Tech. Bulletin Size: 5¼" x 9" Language: English, Hindi & Marathi
1	DTP Composing (English, Hindi & Marathi) per page with soft copy, making Lay-outing	₹ _____ Per page	₹ _____ Per page	₹ _____ Per page
	DTP Composing (English, Hindi & Marathi) per page	₹ _____ Per page	₹ _____ Per page	₹ _____ Per page
2	B/W printing per page / B/W plate making	₹ _____ Per page	₹ _____ Per page	₹ _____ Per page
3	Scanning charges for making multicolour and black & white printing per sq. inch for plate making (ctp)	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch
	a) Charges per sq. inch b) Charges per min. 50 sq. inch.	₹ _____ Per Min. 50 Sq. Inch.	₹ _____ Per Min. 50 Sq. Inch.	₹ _____ Per Min. 50 Sq. Inch.
4	Multicolour printing charges per colour in per 1000 for 4 pages in Demy. On and 8 page in crown	₹ _____ Per Colour	₹ _____ Per Colour	₹ _____ Per Colour
5	Lamination charges per sq. inch 4. Matt lamination 5. Glossy lamination 6. UV lamination	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch
6	Gold foiling per sq. inch 3. Block charges 4. Printing charges	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch	₹ _____ Per Sq. Inch

7	Binding charges			
	c) Right staple at two places with cut finish			
	1 – 60 pages	₹ _____ each	₹ _____ each	₹ _____ each
	1 – 100 pages	₹ _____ each	₹ _____ each	₹ _____ each
	1 – 150 Pages	₹ _____ each	₹ _____ each	₹ _____ each
	1 – 250 Pages	₹ _____ each	₹ _____ each	₹ _____ each
	d) Sticking Binding with cut flash			
	1 – 130 pages	₹ _____ each	₹ _____ each	₹ _____ each
	1 – 200 pages	₹ _____ each	₹ _____ each	₹ _____ each
8	Designing per page (Specially in case of cover or photographs)	₹ _____ Per page	₹ _____ Per page	₹ _____ Per page
9	Any other charges			
10	Total Comprehensive Charges	₹ _____	₹ _____	₹ _____
11	Time required for completion of the above work for 300 – 400 Copies each.	_____ Days	_____ Days	_____ Days
12	Terms & Conditions if any			

Authorized Signatory with seal/stamp

Address:

E-mail id:

Phone No.: