

No. 5/5/17-NFCH

National Foundation for Communal Harmony

(An autonomous organization with the Ministry of Home Affairs, Government of India)

9th Floor, Lok Nayak Bhawan

Khan Market, New Delhi-110003

New Delhi, Dated 4th December 2017

Notice for Inviting Quotations for printing and supply of Calendar 2018 in the Foundation

The National Foundation for Communal Harmony is inviting quotations for printing and supply of 2000 Calendars for the year 2018.

2. The specifications of the proposed printing job are mentioned hereunder. You are requested to submit you quotation for aforesaid job of printing in double bid system i.e. (i) Technical Bid, and (ii) Price bid, accordingly:

- | | |
|------------------|---|
| 1. No. of Copies | : 2000 |
| 2. Size | : 15'' x 20'' |
| 3. No. of pages | : 14 (7 Sheets) |
| 4. Printing | : Four colour both side offset printing |
| 5. Paper | : 170 GSM Matt Finish Art Paper. |
| 6. Binding | : Wired binding |
| 7. Packaging | : Box with polythene cover |

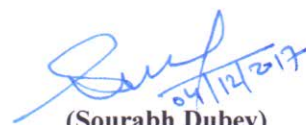
The above work includes composing, proof reading, processing, plate making, printing, cost of paper, cover design, binding and packaging in boxes with polythene and delivering to the NFCH Office at Lok Nayak Bhawan.

3. Interested firms are requested to submit their quotations along with requisite documents i.e. empanelment of DAVP, registration certificate of firm, PAN Card, GST Registration Certificate, Sample of Papers mentioned in the specifications, Audited Accounts of the firm for last three years, experience to work with Govt. Department/Autonomous Organ./ PSEs/PSUs /Subordinate office etc. The rates should be mentioned clearly and separately for per calendar, paper box, polythene packing etc. GST Rate should be clearly and separately mentioned in the quotation. No transport charges will be admissible for delivery of above material in the Foundation.

4. The 'Technical Bid' should contain the quality of paper to be used, printing quality and experience of designing of Calendars. This should be sealed in an envelope superscripted as 'Technical Bid for Printing of Calendar of NFCH for 2018'. The 'Price Bid' should include the rates for printing of 2000 copies in a sealed envelope superscripted as 'Price Bid for Printing of Calendar of NFCH for 2018'. Both the sealed envelopes should be put in another envelope superscripted as 'Quotations for printing of Calendar of NFCH for 2018' and addressed to **Secretary, National Foundation for Communal Harmony, 9th Floor, C Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110003.**

5. The quotations should reach this office on or before 15th December 2017 by 2:00 PM and the quotations will be opened at 3:00 PM on the same day for further necessary processing. The envelopes containing Price Bid will be opened in respect of those Bidders, who qualified in the Technical Bid. Secretary, NFCH shall have the power to accept or reject any bid or rescind the contract without assigning any reason thereof and his decision shall be final and finding.

This issues with the approval of Competent Authority, NFCH



(Sourabh Dubey)

Assistant Secretary

04.12.2017

Copy to

1. CP (RST), NFCH for uploading in the website of the Foundation for circulation,
2. Entry Gate No. 1, 2 & 3 of Lok Nayak Bhawan, New Delhi for display and circulation.