



No. 5/1/2017-NFCH
NATIONAL FOUNDATION FOR COMMUNAL HARMONY
(An autonomous organization under the Ministry of Home Affairs)

COMMUNAL HARMONY CAMPAIGN WEEK & FLAG DAY 2017

RE-TENDER NOTICE

Date: - 30th June, 2017

I am directed to convey that the Competent Authority, NFCH has decided to go for re-tender for inviting sealed Double Bid Tender (Technical & Financial) from reputed printers/suppliers for printing and supply of flag stickers, posters, wrappers, brochures, letters, pamphlets and big size envelopes with inside cloth, etc. in bulk quantity for Communal harmony Campaign Week & Flag Day 2017. The earlier tender advertisement in the Central Public Procurement Portal dated 15.05.2017 (www.eprocure.gov.in,) and in the website of NFCH (www.nfch.nic.in,) dated 12.05.2017 and their entire proceeding should be treated as cancelled. Interested Bidders are advised to go through the revised-Tender Document before submitting the bids. The bidders who had submitted their bids earlier will have to submit their applications again along-with relevant documents and fresh EMDs if they want to participate in the tender process again. The EMDs deposited by them earlier is being returned separately.

2. The detailed Tender Document including specifications of various materials and terms & conditions may be seen at the website of the Foundation [www.nfch.nic.in] or Central Public Procurement Portal – <https://eprocure.gov.in>, or may be personally obtained from the office of NFCH, 9th Floor, 'C' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110003 during office hours from 03/07/2017 to 17/07/2017. The complete sealed tenders may reach the Foundation by Registered / Speed Post or by hand latest by 11:00 AM on **Friday, 21st July, 2017** which shall be opened at 02.00 P.M. on the same day.

Sd/-
(Sourabh K Dubey)
Assistant Secretary,
For National Foundation for Communal Harmony
New Delhi



No.5/1/2017-NFCH
NATIONAL FOUNDATION FOR COMMUNAL HARMONY
(An autonomous organization under the Ministry of Home Affairs)

Lok Nayak Bhavan, Khan Market, New Delhi-110003

Dated the 30th June, 2017

COMMUNAL HARMONY CAMPAIGN WEEK & FLAG DAY -2017

TENDER DOCUMENT

The National Foundation for Communal Harmony (NFCH), an autonomous organization with the Ministry of Home Affairs, Government of India, invites sealed double bid tender (technical & financial bid) from the reputed printers and suppliers for printing and supply of the following materials in connection with Communal Harmony Campaign Week and Flag Day 2017 of the Foundation. Interested firms are required to furnish Earnest Money deposited in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the commercial banks in an acceptable form for an amount of Rs.75,000/- in favour of **Secretary, National Foundation for Communal Harmony** along with the tender papers failing which the tender papers will be rejected straightway except the cases where exemption is granted (**Valid NSIC Certificate holders**). Complete tender papers should reach the Foundation office and addressed to **Secretary, NFCH, 9th Floor, C Wing, Lok Nayak Bhavan, Khan Market, New Delhi-110003** latest by 11:00 AM on **Friday, the 21st July, 2017**. The tender would be opened at 2:00 PM on the same day.

SPECIFICATIONS/ DESCRIPTION OF MATERIALS:

(1) **Flag Stickers –**

Quantity	5, 00,00,000.		
Size:	4.5 cms. x 2.5 cms.		
Design & printing	Stickers in four colors with printing, 'Communal Harmony' in English and Hindi version around the Logo in oval shape		
Paper	Upper layer (Gum paper-70 GSM chromo art paper and back layer (release paper) of 60 GSM of good quality. (Each sheet should contain 50 flag stickers)		
Quality of glue	Quality of adhesive used in the sticker should be of high quality so that the flag would stick well on cloth.		
Packing	To be supplied in thin polythene covers as per details given in flowing table:		
Number of flag stickers in each packet	Quantity in one packet	Number of packets	Total flag stickers required
1000	50 flag stickers x 20 sheets	25,000	2,50,00,000
300	50 flag stickers x 6 sheets	70,000	2,10,00,000
200	50 flag stickers x 4 sheets	11,000	22,00,000
100	50 flag stickers x 2 sheets	18,000	18,00,000
		Total requirement	5,00,00,000*

* Rates may be quoted for per thousand stickers + taxes extra

(2) **Posters:**

Quantity	2, 55,000*
Size	60 cms x 45 cms
Designing and printing	Logo and other matters in four colors. Offset Printing bilingual as per specimen
Paper	Map Litho/ sunshine –95 GSM
Packing	To be supplied in thin polythene covers each packet containing two posters

** Rates may be quoted for per piece + taxes extra.*

(3) **Wrappers:**

Quantity	2,55,000*
Size	34 cms x 13 cms [to wrap collection boxes]
Design and printing	With Logo in four colors and matters in offset printing in English and Hindi as per specimen
Paper	Map Litho – 95 GSM
Packing	To be supplied, duly folded in thin polythene covers each packet containing two wrappers

** Rates may be quoted for per piece + taxes extra.*

(4) **Information Brochures:**

Quantity	1, 23,000*
Size	21 cms x 14 cms [book shape]
Printing	Inside text in black and white. Logo on cover page and back pages in four colors as per specimen.
Paper	110 GSM Art paper for inside text. 130 GSM Art paper/ sunshine for cover pages
Pages	28 pages text +2 pages covers
Binding	pinned on both ends (center stapled)

** Rates may be quoted for per piece + taxes extra.*

(5) **Printing of Letters:**

Quantity	1, 26,000* (Three types of slightly different matters). Two pages both sides printed with one page annexure, as per specimen
Size	A4
Paper	80 GSM Art Paper
Printing	Offset printing in black colour with coloured logo of the Foundation on top right of the front page as per specimen.

** Rates may be quoted for per piece + taxes extra.*

(6) **Printing of Pamphlets:**

Quantity	1, 26,000. (8/12/16 pages, as per specimen)
Size	A4
Paper	130 GSM, Gloss Art Paper
Printing	Offset printing in English/Hindi in Multi-colour as per specimen

** Rates may be quoted for per piece + taxes extra.*

(7) **Envelopes:**

Quantity	1, 25,000 (1,24,000 + 1,000)
Size	14"x 10" (1,24,000 envelopes)* 16"x 12" (1,000 envelopes)*
Quality/Paper	Yellow paper of 120 GSM with ordinary cloth inside the envelope
Printing	Name and address of the Foundation in both English and Hindi will be printed in single colour on the left bottom of the envelope.

** Rates may be quoted for per piece + taxes extra.*

TERMS AND CONDITIONS:

- 1) Suppliers/printers are required to submit technical bid as well as financial bid in two separate sealed envelopes. The technical bid should be of the same specification prescribed by the Foundation; otherwise, the bid quoted will be rejected straightway if the technical bid does not fulfill the requisite specification. Financial Bid will be considered only after the bidder qualifies in the Technical Bid.
- 2) The Bidders shall deposit EMD (Earnest Money Deposit) for an amount of Rs.75,000/- (Rupees Seventy Five Thousand only) in the form of an Account Payee Demand Draft Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from a Commercial Bank in an acceptable form in favour of **Secretary, National Foundation for Communal Harmony** payable at New Delhi along with the Tender document. The EMD money will remain valid till the time the bid is valid. EMD money of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity. Any bid not accompanied by EMD money shall be rejected except the cases where exemption is granted (**Valid NSIC Certificate holders**). EMD money so deposited shall not carry any interest.
- 3) A copy of VAT/GST registration, TIN registration, PAN Card, sample of paper material of the bidder firm are also required to be enclosed with the bid. Bidders are also requested to fill-up an Application form (Annexure-1).
- 4) Successful bidders who will be awarded the contract will be required to furnish the Performance Security to the Foundation, which will be 7% of the estimated amount of the contract. It may be submitted in the form of Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from a Commercial Bank in an acceptable form in favour of **Secretary, National Foundation for Communal Harmony** payable at New Delhi.
- 5) Rates quoted by the printer/supplier shall remain valid for a period of six months or completion of the work of the Communal Harmony Campaign Week and Flag Day of the Foundation for the year 2017, whichever is later.
- 6) Printer(s)/supplier(s) who would be awarded contract must ensure that the quality of materials should not be inferior than specified in the tender papers and sample given by them. They must ensure delivery of materials in time as provided in the work order. In case of deviation on these counts the contract may be terminated and their Earnest Money/ Performance Security would be forfeited.
- 7) The firm to be awarded the contract shall be required to submit first proof within one week from the date of placement of work/supply orders. The second proof with correction shall be required to be submitted in the next 3 days. Final proof, if required, shall be submitted in the next two days for clearance by the Foundation in writing.
- 8) Supply of materials in accordance with the finally approved specimen, as per agreement, should be completed and delivered latest by **the 10th September, 2017** at a place in Delhi/New Delhi, to be specified by the Foundation. **The successful bidders would be given the work order only when they would give an undertaking in writing that they would supply the material within the time frame and will maintain quality standards.**

- 9) In case the printer/supplier fails to deliver the materials within the agreed time frame, the Foundation shall impose appropriate penalty due to its physical loss and failure to fulfill the obligation in time. Decision of Competent Authority, NFCH in this regard shall be final and binding.
- 10) The Earnest Money of those firms who could not be awarded contract will be returned to them within one month of the decision taken for awarding work order. The Performance Security of successful Bidders/ Printer/Supplier would be returned after the completion of the dispatch work of CHC and Flag Day 2017.
- 11) The printer/supplier is required to ensure that the quantity and quality of the material is as per agreement. Any deviation in this regard shall be taken adversely and the Foundation shall deduct the appropriate amount from the final payment on this account.
- 12) Rates of VAT/GST/work contract tax or any other expenditure, if any, should clearly be mentioned additionally in the Financial Bid otherwise it would be presumed that all taxes are included in the rates so quoted for each material.
- 13) Those who do not have their own printing press should not quote for the printing work. The infrastructure of the parties may be inspected by the officials of the Foundation to assess the capability to deliver the quality and adhering to time frame.
- 14) If the successful bidder is not able to supply the material timely and fails to adhere to quality standards, then Secretary, NFCH will have the right to award the work concerned to any other firm.
- 15) Normally, the tender will be awarded to the lowest bidder. However, NFCH is not bound to follow this, if it is felt that the Firm will not be able to complete the task timely or will not be able to adhere to quality standards, NFCH may at any time by giving notice in writing to the bidders terminate the tendering process. NFCH may terminate the contract or cancel the award letter if it is found that the Firm is black listed on previous occasions by any of the Central or State Government / Departments /Institutions / Local Bodies / Municipalities / Public Sector Undertakings, etc.
- 16) NFCH may cancel the award of work if the successful bidder fails to furnish the Performance Security or fails to execute the agreement within the time specified.
- 17) NFCH reserves the right to cancel this tender or modify the requirement. NFCH also reserves the right to modify/relax any of the terms & conditions of the tender by declaring / publishing such amendments and all prospective printers/suppliers would be informed about it. Secretary, NFCH shall have all the rights as the Competent Authority to take any decision in the matter relating to above tender.
- 18) Any doubt on the issue should be got clarified from the Foundation well in time. In case of any litigation the jurisdiction of the judicial proceedings will be at New Delhi.

This issues with the approval of Competent Authority, NFCH



(Sourabh Dubey)
Assistant Secretary
Tele: 24646139, 24643052
30th June 2017



No. 5/1/2017-NFCH

National Foundation for Communal Harmony
(An autonomous organization under the Ministry of Home Affairs
9th Floor, C Wing, Lok Nayak Bhawan Khan Market, New Delhi-110003
Ph: 011-24643052, 24646139

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APPLICATION FORM FOR TECHNICAL BID

1.	Name and registered address of the Company/ Establishment	
2.	Contact Telephone No./ Mobile No. : /e-mail ID	
3.	Name and designation of the : authorized person /owner	
4.	Registration No. Under the Shops and Establishment Act	
5.	Sales Tax Registration No. /KST No./ : Service Tax No. CST No.	
6.	E.M.D. Details: DD No. Amount, Bank, etc./ Valid NSIC Certificate details	
7.	Proof of Turn Over :	
8.	Wholesaler/ Retailer :	
9.	PAN/TAN/GIR/ GST No. :	
10.	Any other Information/ Experience / Empanelment	

(Signature & Seal of Applicant/Proprietor of firm)

Date:

Place.....