



GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
DIRECTORATE OF CENSUS OPERATIONS, DELHI
C - WING, GROUND FLOOR, PUSHPA BHAWAN,
MADANGIR ROAD, DELHI-110062
Tel No. 011 29962184, 29966075, 29966177, Fax: 011 29966177
email: dco-del.rgi@censusindia.gov.in

Tender Notice No.1/105/2012-DCO (NPR) 213

Dated: 14-03-12

Sealed Tenders are invited in two bid system (Technical Bid & Financial Bid from reputed printers/ Firms for procurement of NPR Logo Stickers for pasting on the Biometric Enrolment Acknowledgement Slip for Directorate of Census Operations, Delhi. Interested printers should send their bids by 3.00 P.M. on 20.03.2012 to the Director of Census Operations, Delhi, C-Wing, Ground Floor, Pushpa Bhawan, Madangir Road, Delhi- 110062. Complete details are given in the tender notice and also can be received from this Office, on payment of tender fee of Rs. 100/- (non-refundable) by cash/Demand Draft drawn in favour of 'Director of Census Operations, Delhi' payable at Delhi on any working day between 11.00 A.M. to 4.00 P.M. The tender documents can also be downloaded from www.censusindia.gov.in

Varsha Joshi, I.A.S

Director Census Operations, Delhi



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No. No.1/105/2012-DCO (NPR)

Dated: 14.02.2012

TENDER NOTICE

Sealed quotations are invited from the reputed printers/firms for procurement of NPR Logo Stickers in 4 colours for pasting on the Biometric Enrolment Acknowledgement Slip. The details of the sticker is given below:

- i) NPR Logo sticker size is 0.5"x 0.75"(Rounded Corner)
- ii) One sheet of the sticker should contain 100 stickers with rounded corner (a packet of 100 sheets)
- iii) Stickers will be printed in 4 colors' on 90 gsm Art Paper Gloss and with hot melt glue.
- iv) Approximate number of stickers is 125 lakhs
- v) Supply should be made within three days from the date of supply order, failing which EMD money will be forfeited.

The quotations should reach this office latest by 3.00 PM of 20.03.2012. The Technical bid will be opened at 3.30 PM on 20.03.2012. The financial bid will be opened on 21.03.2012 in this office premises at 02.30 PM, only in respect of those tenders who qualify in the Technical Bid. The bidders are also invited during opening of technical bid on 20.03.2012 at 3.30 PM and qualifying bidders on 21.03.2012 at 02.30 PM at the time of opening of financial bid.

The Bidders will have to deposit 5% of the total cost of production as per their quotations to this office in the form of Demand Draft drawn in favour of the "Director of Census Operations, Delhi" payable at Delhi as Bid Security (Earnest Money Deposit) along with quotations and the same will be refunded to the unsuccessful Bidders in due course. The press/firm should have to submit sample of sticker as per quotation along with a copy of their own valid IT clearance certificate, other relevant documents in support of their credibility of being registered firms in the field of printing and should also produce documentary evidence of having latest machines. The successful Bidder will have to deposit 5% amount of the total work order value to this office in the form of Demand Draft drawn in favour of the "Director of Census Operations, Delhi" payable at Delhi as 'Performance Security' and the same will be refunded after complete and successful supply of the entire books as ordered.

Technical Bid and Financial Bid should be submitted in the prescribed proforma (Annexure I & II).

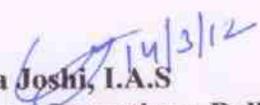
No conditional financial bid shall be entertained.

All documents/materials (excluding EMD) enclosed should duly be signed by the Bidder with seal of the firm on each and all pages.

SPECIAL NOTE:

- a. Any ambiguity in the offer may lead to disqualification.
- b. Conditional offer shall be summarily rejected.
- c. Any kind of lapse in the quality of printing shall be subject to rejection immediately, the entire material shall be rejected and have to be replaced immediately within a day, otherwise the EMD/Security money shall be forfeited.

The Director of Census Operations, Delhi reserves the right to reject any or all quotations without any reason thereof.


Varsha Joshi, I.A.S
Director Census Operations, Delhi

To,

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Copy to: All members of Tender/Purchase Committee & Dealing Assistant.

PRESCRIBED PERFORMA FOR TECHNICAL BID.

With Reference to Tender Notice No.1/105/2012-DCO (NPR) dated:....., the undersigned furnishes below / encloses herewith following details / documents as part of 'Technical Bid' for consideration.

1. **Name of the Firm**
 - i) **Full Address**

 - ii) **Phone landline/ Mobile**
2. **Confirmation regarding executing the time bound printing work as per Specification) -----Yes / No**
3. **Period of Validity of Offer Price (in days):** Within 7 days from the date of issue of work order.
4. **Earnest Money Deposit:**
EMD Details:
Date of Issue:
Name of the Bank:
5. **Documents Enclosed:** (Copies are to be self attested / stamped)
 - (a) Cash Receipt of Rs. 100/- towards cost of the Tender (if Tender Form purchased) in favour of "**Director Census Operations, Delhi** payable at "**Delhi**".
 - (b) EMD (as specified in Tender Notice) in the form of Account Payee Demand Draft/Pay Order/Banker's Cheque from any Nationalised/Scheduled Bank drawn in favour of "**Director Census Operations, Delhi** payable at "**Delhi**".
 - (c) Copies of Audited Balance Sheets of the firm for last three years (2008-09, 2009-10 & 2010-11);
 - (d) Copies of Income Tax Returns for (2008-09, 2009-10 & 2010-11)
 - (e) A copy of latest Sales Tax/VAT clearance certificate duly self-attested/stamped;
 - (f) Copies of work orders for supply of printing jobs valuing Rs.5 Lakhs/completion certificates during last 3 years (2008-09, 2009-10 & 2010-11)
 - (g) Addresses of workshop(s) and man power profile of the Bidder;
 - (h) Copy of the Registration Certificate of the Bidder/Firm;
 - (i) Self Certificate, duly signed by the tenderer that the tenderer is not currently blacklisted by DCO or any other Central Government/State Government Department/Public Sector Undertakings;

Signature.....

Name.....

Name of the Manufacturer/Supplier.....

Stamp.....

PRESCRIBED PERFORMA FOR FINANCIAL BID.

With Reference to Tender Notice **No.1/105/2012-DCO (NPR)** dated: _____, the undersigned furnishes below herewith following rates for printing activities.

Name of the Item for which financial bid submitted	Rate quoted per sticker (inclusive of all taxes & incidental expenses)	Remarks
Sticker of size 0.5"x 0.75" in four colours		

I agree to the terms and conditions as mentioned in the Tender Notice **No.1/105/2012-DCO (NPR)** Dated _____ issued by the Directorate of Census Operations, Delhi, C-Block, Pushpa Bhawan , Madangir Road, New Delhi-110062.).

Signature.....

Name.....

Name of the Manufacturer / Supplier.....

Stamp.....