



SILK MARK ORGANISATION OF INDIA
Sponsored by Central Silk Board
(Ministry of Textiles, Govt. of India)

SMOI/PRINT/3C/LABEL & TAGS/09-10(49)

29-01-2010

To,

C O U R I E R

As per list enclosed

Dear Sir/Madam,

Sub: Rate Enquiry for Paper Hang Tags óreg.

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This is to inform you that Silk Mark Organisation of India is to print Silk Mark Hang Tags. Details of the job and the quantity required are mentioned below:

Sl. No	Item	Specification	EMD Amount
1.	Paper Hang Tags printed on both sides as per samples	220 GSM Imported Matt Finished board.	Rs. 6,000/-
2.	Size	Size : 8.5 Cms [H] x 3.8. Cms (W)	
3.	Printing	Multi Colour printing on both sides with 8 Digit Serial Number in continuation on one side	
4.	Quantity	25 Lakhsóimmediately, and as per our requirement during the contract period	
5.	Contract	Valid for Two years	
6.	Sample	Sample (90 gsm) is enclosed for reference.	

P.T.O.

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You may send a quote for the above items and also indicate the taxes separately, on or before 1.00 p.m. on 25-02-2010. A sample Hang Tag (90 gsm) is enclosed for reference.

With Regards,

[Mir Ziauddin]
Executive

Encl: As stated

TERMS AND CONDITIONS

1. **RATES AND APPLICABLE TAXES:** The parties should clearly quote the rates and applicable rate of taxes in their quotation separately. Any other statutory levies such as excise duty, entry tax etc., are to be quoted separately and clearly by the parties, for evaluation purposes and to conclude rate contract.
2. **ESCALATION CHARGES:** No escalation charges will be entertained during the currency of the contract, once the quotation is accepted and contract is awarded.
3. **VALIDITY:** The rates quoted should be valid for a period of 60 days from the date of opening the quotation.
4. **E.M.D:** The quotation should be accompanied with an EMD quoted for item indicated and drawn by a demand draft/pay order in favour of "Silk Mark Organisation of India" Bangalore. The quotation received without EMD will be summarily rejected.
5. **LAST DATE FOR SUBMISSION OF QUOTATION:** The last date for submission of the sealed competitive quotations is 25/02/2010 up to 1.00 PM. The envelope containing the competitive quotation should be sealed and submitted, duly superscribing on the envelope as "QUOTATION FOR THE SUPPLY OF "PAPER HANG TAG. With Numbers "" and addressed to the Chairperson, Silk Mark Organisation of India, Central Silk Board, B.T.M. Layout Madivala, Bangalore-560 068.
6. **OPENING THE QUOTATIONS:** The quotations so received well within the stipulated time shall be opened at 4.00 PM on the same day in the presence of the quotationer or their representative at the Office of the Silk Mark Organisation of India, Central Silk Board, CSB Complex, 1st Floor B.T.M. Layout, Madivala, Bangalore-560068.
7. **LATE QUOTATIONS:** The quotations received after the due date and time prescribed shall be summarily rejected.
8. **LIST OF GOVT. AND OTHER INSTITUTIONS TO WHOM SUPPLIED:** Tenderers have to give the list of Government and other institutions to whom they have already supplied Similar Tags, along with the complete profile of the organisation and manufacturer's name, their trade mark and brand of any should be invariably mentioned in the tender and illustrative leaflets giving technical particulars etc. are to be attached to the tender to facilitate consideration of the offer.

P.T.O.

9. LIQUIDATED DAMAGES: Failure to supply the quantity within the stipulated period, when ordered, the Silk Mark Organisation of India shall deduct from the quoted price, as liquidated damages, a sum equivalent to 0.5% of the quoted price for the delayed supply for each week until actual delivery, upto a maximum deduction of 10% of the quoted/contract price. Once the maximum of 10% is reached the SMOI is at liberty to cancel the order.
10. REFUND OF E.M.D.: The EMD amount of the unsuccessful bidders shall be returned, by a cheque, within 30 days from the date of opening of the quotation. The EMD of the successful quotationer shall be discharged only after satisfactory supply of the materials ordered.
11. FORFEITURE OF THE E.M.D.: Failure to supply the ordered material within the stipulated period shall result in forfeiture of the EMD.
12. INCREASE OR DECREASE THE QUANTITY: The Chairperson, Silk Mark Organisation of India Central Silk Board, Bangalore reserves the right to increase or decrease the quantity of the material
13. RIGHT TO ACCEPT OR REJECT: The Chairperson, Silk Mark Organsiation of India, Central Silk Board, Bangalore reserves the right to accept or reject any or all the quotations either in part or in full without assigning any reasons thereof.
14. PAYMENT: The bill of cost for supply of the “PAPER HANG TAG” shall be made only after satisfactory supply of the materials ordered. No advance payment shall be made.
15. ADDITIONAL INFORMATION, IF ANY: For any information, the quotationers may contact the Silk Mark Executive, Silk Mark Organisation of India, Central Silk Board, B.T.M. Layout, Madivala, Bangalore-560068, (Phone: 26282549).

Yours faithfully,

[Mir Ziauddin]
Silk Mark Executive