



Your Assurance of Pure Silk

No.SMOI/PROG/CO/15-16/35

04/10/2016

To,

NOTICE

Sub: Rate Enquiry for Printing of Annual Report - Regarding

This is to inform you that Silk Mark Organisation of India is interested to print Annual Report for 2015-16. Details of the job and the quantity required are mentioned below:-

#.	Item	Specifications	Quantity	EMD
1	Annual Report	Size: of the Publication : ¼ Demy Layout Design: This office will provide the material in soft copy; the printer has to design the layout. Paper to be used : 1) Text: 135 GSM Indian Art Paper 2) Cover Page: 220 GSM Indian Art Board. 3) Insertions: 70 GSM Map-litho Paper 4) Envelope: 100 GSM Map-litho Paper to insert the printed Annual Report Text : 24 Pages Cover Page : 4 Pages (Both Inner and Outer) Insertions : 3 additional Pages printed on single side should be inserted in the Annual Report book Printing: Multicolor Printing Binding: Centre Pin Binding Sticker: Pre –slit sticker Printing: Name & Address on the self adhesive sticker	500 Nos	Rs 2,000/- (combin ed for both types of Annual Reports)
2.	Annual Report	Size: of the Publication : ¼ Demy Layout Design: This office will provide the material in soft copy; the printer has to design the layout. Paper to be used : 1) Text: 70 GSM Map-Litho Paper 2) Cover Page: 100 GSM Map-Litho Paper 3) Insertions: 70 GSM Map-litho Paper 4) Envelope: 100 GSM Map-litho Paper to insert the printed Annual Report	3000 Nos	

Silk Mark Organisation of India

[Central Silk Board, Ministry of Textiles - Govt. of India]

Corporate Office: CSB Complex, B.T.M. Layout, Madivala, Bengaluru - 560 068. India

Ph: 080-2628 2114 / 2117 / 2151 / 2152; Fax: 080-2668 9356; e-mail: silkmark@silkmarkindia.com; www.silkmarkindia.com

	<p>Text : 24 Pages Cover Page : 4 Pages (Both Inner and Outer) Insertions : 3 additional Pages printed on single side should be inserted in the Annual Report book Printing: Multicolor Printing Binding: Centre Pin Binding Sticker: Pre –slit sticker Printing: Name & Address on the self adhesive sticker</p>		
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The Annual Reports including the additional sheets should be kept in the envelope and the flap neatly tucked inside the envelope.

The party awarded tender should undertake the printing of the address labels in the envelope and deliver. The soft copy list containing names, addresses and other details will be given in Excel format and the same is to be printed in a sticker, pasted on the front side of the envelope or directly on the envelope for despatch through speed post.

The Annual Reports should be delivered to our office located in the address given in SI No. '8' (terms and conditions) above.

You may send a quote for the above item. Specimen copy may be seen at SMOI Corporate Office during office hours on working days.

Yours faithfully

(Govindachari)
Assistant Director (Insp.)

TERMS AND CONDITIONS

1. Rates and Applicable Taxes: The parties should clearly quote the rates and applicable rate of taxes and other charges clearly, if taxes are not indicated separately it will be presumed the rate is inclusive of taxes.
2. Validity: The rates quoted should be valid for a period of 90 days from the date of opening the quotation.
3. EMD: The quotation should be accompanied with an EMD of Rs.2000/- in the form of Demand Draft / Pay Order, in favour of "Silk Mark Organisation of India", Bangalore. Quotations received without EMD and the EMD drawn other than Silk Mark Organization of India will be summarily rejected.
4. Forfeiture of the EMD: Failure to supply the ordered material within the stipulated period shall result in forfeiture of the EMD.
5. Last Date: The Last Date for Submission of submission of sealed competitive quotation is 26th October 2016 at 1.00 P.M. The quotation should be addressed to The Chief Executive Officer, Silk Mark Organization of India, C.S.B. Complex, B.T.M. Layout, Madivala, Hosur Road, Bangalore 560 068 and the envelope should be super scribed: "QUOTATION FOR PRINTING OF ANNUAL REPORTS."
6. Opening: The Quotations will be opened on 26.10.2016 at 4.00 P.M. in the presence of the interested representatives of the firm in the above said address. The CEO, SMOI, Bangalore reserves the right to accept any quotation or reject all the quotations without assigning any reasons. The decision of the CEO is final and no correspondence will be entertained in this regard.
7. Payment: No advance payment will be made. The bill in duplicate may be submitted to this office after satisfactory supply of Annual Reports for effecting the payment.
8. Additional Information, if any: For any additional information, the bidders may contact the Asst. Director (Insp.), Silk Mark Organisation of India, Central Silk Board, Room. No. 120, C.S.B. Complex, B.T.M Layout, Madivala, Bangalore-560068 (Phone No: 080-26282152 & 26282151, 26282117).
