



Your Assurance of Pure Silk

No. SMOI/PROG/CO/16-17/F-35

01/09/2017

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 2016-17. 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: 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 Text : 24 Pages Cover Page : 4 Pages (Both Inner and Outer) Insertions : 4 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	3500 Nos	Rs 2000/-

The Annual Reports including the 4 additional sheets should be kept in the envelope and the flap neatly tucked inside the envelope.

The successful bidder should undertake the printing and pasting of the address labels in the envelope and deliver. The soft copy of the 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 print directly on the envelope for despatch.

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



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

TERMS AND CONDITIONS

- 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.
- Validity:** The rates quoted should be valid for a period of 90 days from the date of opening the quotation.
- 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 on other than Silk Mark Organization of India will be summarily rejected.
- Forfeiture of the EMD:** Failure to supply the ordered material within the stipulated period shall result in forfeiture of the EMD.
- Last Date:** The Last Date for Submission of submission of sealed competitive quotation is 21st September 2017 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 superscribed: "QUOTATION FOR PRINTING OF ANNUAL REPORTS."
- Opening:** The Quotations will be opened on 21.09.2017 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.
- Approval:** Quality of the printing should be of higher standard and a sample copy of the annual report should be produced to the Corporate Office for approval to proceed further for printing of entire lot. The annual reports should conform in all respects with the approved sample copy and if it deviates beyond acceptance, the whole lot is liable for rejection.
- Delivery:** The Annual Reports should be delivered to our office Silk Mark Organisation of India, Central Silk Board, Room. No. 120, First floor, C.S.B. Complex, B.T.M Layout, Madivala, Bangalore -560068
- 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.

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10. 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 & 26282114, 26282151, 26282117).

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