

 <p><i>Your Assurance of Pure Silk</i></p>	<p>Silk Mark Organisation of India Central Silk Board, Ministry of Textiles, Govt. of India Corporate Office, CSB Complex, BTM Layout, Madiwala, Bangalore 560 068 Ph.080-2628 2151, 2114, 2117, 2643 Fax.080-26689356 visit us at: www.silkmarkindia.com e-mail: silkmark@silkmarkindia.com</p>
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SMOI/PRINT/LT/16-17/F-49

27-03-2018

To,

Dear Sir/Madam,

Sub: Rate Enquiry for Printing of Paper Hang Tags – 220 GSM - Regarding.
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This is to inform you that Silk Mark Organisation of India, Bangalore intends to procure Silk Mark Paper Hang Tags (220 GSM). Details of the job and the quantity required are mentioned below:

Sl. No	Item	Specification	EMD (Rs.)
1.	Paper Hang Tags	220 GSM Imported Matt Finished board Size: 8.5 cm (H) x 3.8. cm (W)	3,000/-
2.	Printing	Multi Color printing on both sides with 8 Digit Serial Number on one side along with QR Code.	
3.	Quantity	20 Lakhs – Further as per our requirement during the validity period of next one year.	

The serial number along with QR Code in soft copy/form (.jpg format) will be provided by this office. You may send a sealed quotation quote for the above item so as to reach us on or before the last date and time along with the prescribed EMD. Interested parties may call on this office, on any working day between 10.00 AM and 5.30 PM to have a look at the sample for quoting the rates. Quotations received after the due date and time and those without the requisite EMD will not be considered.

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TERMS AND CONDITIONS

1. **RATES AND APPLICABLE TAXES:** The parties should clearly quote the rates and applicable rate of taxes (GST) in their quotation. **In case no taxes are mentioned it will be presumed that the rate is inclusive of all taxes.**
2. **VALIDITY:** The rates quoted **should be valid for a minimum period of one year** from the date of opening the quotation.
3. **ESCALATION CHARGES:** No escalation charges will be entertained once the quotation is accepted and contract awarded.
4. **E.M.D:** The quotation should be accompanied with an EMD amount of Rs.3,000/- in the form of a demand draft/pay order in favour of “Silk Mark Organisation of India” payable at Bangalore. Quotations 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 16th April 2018 up to 1.00 PM. The envelope containing the competitive quotation should be sealed and submitted, duly super scribing on the envelope as “QUOTATION FOR THE SUPPLY OF PAPER HANG TAGS – 220 GSM” and addressed to the CEO, Silk Mark Ogranisation of India, Central Silk Board, B.T.M. Layout Madiwala, Bangalore-560 068.
6. **OPENING THE QUOTATIONS:** The quotations so received well within the stipulated time shall be opened at 4.00 PM on 16-04-2018 at the Office of the Silk Mark Ogranisation of India, Central Silk Board, CSB Complex, 1st Floor B.T.M. Layout, Madiwala, Bangalore–560068. The bidders or their representatives can be present at the time of opening of the quotation. The CEO, SMOI, Bangalore reserves the right to accept any of the quotation or reject all the quotations. The decision of the CEO, SMOI, Bangalore will be final and no correspondence will be entertained in this regard.
7. **REFUND OF E.M.D:** The EMD amount of the unsuccessful bidders shall be returned after the successful quotationer is finalized. The EMD of the successful quotationer shall be discharged only after satisfactory supply of the materials ordered.
8. **FORFEITURE OF THE E.M.D:** Failure to supply the ordered material within the stipulated period shall result in forfeiture of the EMD.
9. **PACKING INSTRUCTIONS:** The hang tags should be neatly tied with thread in bundles of 100s. Ten such bundles should be wrapped together in thick brown wrapping paper with the serial numbers of the contents written clearly and legibly on each bundle. Good quality cartons should be used for packing the hang tags and 10,000 pieces should be packed per carton. The serial numbers of the hang tags in each carton should be written

clearly and legibly on the top and the sides. **Not following the packing instructions will result in rejection of the consignment.**

10. DELIVERY: The material should be delivered to our offices in Chennai and Palakkad as per our instructions. Transportation charges from the place of printing to delivery place i.e. Chennai and Palakkad, if any, will be borne by the supplier only.
11. PAYMENT: The bill of cost for supply of the "PAPER HANG TAG -220 GSM" shall be made only after satisfactory supply of the materials ordered. No advance payment shall be made.
12. ADDITIONAL INFORMATION, IF ANY: For any information, the quotationer may contact The Assistant Director (Insp.), Silk Mark Organisation of India, Central Silk Board, B.T.M. Layout, Madiwala, Bangalore-560068 (Phone: 080-2628 2114 /2152 /2151).

Yours faithfully,

[Govindachari]
Assistant Director (Insp.)