

क्षेत्रीय कार्यालय, केन्द्रीय रेशम बोर्ड, (वस्त्र मंत्रालय - भारत सरकार)

भारतीयरेशममार्कसंगठन, मुंबईअध्याय

REGIONAL OFFICE, CENTRAL SILK BOARD, (Ministry of Textiles – Govt. of India)&
SILK MARK ORGANISATION OF INDIA, MUMBAI CHAPTER

16, मित्तलचैम्बर्स, Mittal Chambers, नरीमनपॉइंटNarimon Point, मुंबईMumbai – 400 021.		 SILK MARK Your Assurance of Pure Silk	ईमेल Email romum.csb@nic.in mumbai@silkmarkindia.com 022-22020326 फैक्स Fax: - 0022-22020329
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संख्या: भारेमास/मुंबई/2017-18/वोग/40/

NO: SMOI/MUM/2017-18/Vogue/40/

दिनांक : 27.09.2017

Date:27.09.2017

पूछताछ पत्र / Enquiry letter

विषय :- वोग पत्रिका के डिजाइन और मुद्रण का कार्य करने के लिए -तकनीकी एवं वित्तीयकोटेशन प्राप्तकरने के संबंध मे ।

Sub: Designing, Printing and Supply of Silk Mark Vogue magazine - - Calling ForTechnical & Financial Quotation – reg.

भारतीय रेशम मार्क संगठन, मुंबईवोग पत्रिका (त्रैमासिक) प्रिंटिंगकरने को इच्छुक है। अतः जो फर्मनिम्नलिखित डिजाइन और मुद्रण का कार्य करने को इच्छुक हैसे अनुरोध हे के वे निम्नलिखित नियम एवं शर्त के अनुसार उनके रेट कोटेशन प्रस्तुत करे:-

The Mumbai Chapter of Silk Mark Organisation of India is interested to print the Silk Mark VogueMagazine (Quarterly). The Technical & Financial Quotation are invited for undertaking the **DESIGNING AND PRINTING WORK** with followingspecification. Hence, interested parties are requested to tender their rate quotation as per the following Terms and conditions.

1.	Type of Magazine	Quarterly
2.	No. of Copies to be printed	1500 Copies/ 2000 copies
3.	No. of pages	28 (inside pages) + 4 (cover page)
4.	(Magazine Size) Paper Size	19 cm W x 26 cm H
5.	Paper quality	130 gsmsinar art paper(inside)/100gsmsinar art paper (inside)
6.	Cover page	170 gsmsinar art paper/130 gsmsinar art paper with Gloss Lamination.
7.	Quality of printing	High quality printing (4 colour offset)
8.	Binding	Centre pinning
9.	Lamination	Gloss Lamination –Outer Cover Only
10	Envelope size 21 cm W x 28 cmH, 100gsmmaplitho paper, one side B/W printing for conveniently putting the magazine inside.	Quantity- 1500 Copies

- For Sl. No. 5 & 6 please quote rate for 130 gsm (inside) & 170 gsm (cover) pages AND 100 gsm (inside) & 130 gsm (cover) pages separately.
- Please furnish Design & Printing charges separately.
- For Sl. No. 2 please furnish the cost of printing for 1500 copies / 2000 copies separately.
- Please furnish extra cost of printing& designing for every 04 pages increase per issue.
- Please submit sample of newly designed eight pages (Size 19cm H x 26 cm Won 130 GSM & 100 GSM sinar art paper separately.) in separate sealed envelope.

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सेवा प्रदान करने वालो को सूचना/ INSTRUCTIONS TO SERVICE PROVIDERS

The TENDER will be of two part bids and each part of bid is to be kept in separate envelope super scribing the description of the bid on the envelope as described below.

1. Pre - Qualification cum Technical bid
2. Price bid / Bid having rate quotation

Criterion for qualification

1. The agency should have executed similar jobs in the past 3 – 5 years
2. The agency should have minimum 5 years of experience in this field.
3. Price Schedule in Detail for Each Item and total cost of the contract.
4. The agency should have proper infrastructure / place for designing of magazine as it takes 10-15 days to design the magazine with 2 – 3 round of corrections / text replacement etc.

Documents Comprising the Quotation

The quotations prepared by the Service Provider shall comprise the following components:

1. **Pre - qualification cum Technical bid -**
 - Sample of newly designed eight pages(size 19 cm H X 26 cm W) on 130 GSM & 100 GSM sinar art paper separately.
 - **EMD of the tender for Rs. 5,000/ (Rupees Five Thousand Only)**
(Demand Draft or Pay Order issued by a nationalized/ scheduled bank acceptable to the“**Silk Mark Organisation of India**” Payable at Mumbai.)
 - GSTINNo.& PAN No. , Past experience in executing similar jobs etc.
2. **Price bid-** Price bid should clearly mention the taxes & duties as applicable separately for each Item and probable total cost of the contract.

नियम एवं शर्तें

1. **बिनाकर एवं शुल्क**—कोटेशन की दरोंकोसभीकर एवं शुल्ककोजोडकर समझा जाएगा ।
Rates and Applicable Taxes: Applicable taxes and duties should be clearly indicated in the quotations. Rates without taxes and duties will be presumed that the quoted price is inclusive of taxes and duties
2. **वैधता**—कोटेशन की वैधताकोटेशन खोलने के तारीख से कम से कम **तीन वर्ष** केलिए लागूहोनेचाहिए ।
Validity: The rates quoted should be valid for a minimum period of **threeyears**from the date of receipt of thequotation.
3. **ई.एम.डी.:** रेट कोटेशन के साथ रूपये 5000/- (रू. पाँच हजार केवल) राशि का ई.एम.डी का डिमांड ड्राफ्ट/पे ऑर्डर “भारतीय रेषममार्कसंगठन,मुंबई” के नाम पर देय होना चाहिये। ई.एम.डी के बिना प्रस्तुत रेट कोटेशन को सीधे रद्द किया जायगा।
E.M.D.:The Quotation should be accompanied with an EMD of Rs. 5000/- (Rs. Five Thousand Only)inthe form of Demand Draft/Pay Order in favour of “Silk Mark Organization of India, Mumbai”
Quotations Received without EMD will be summarily rejected.

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4. कोटेशन प्रस्तुत की तिथि एवं टाइम :-कोटेशन प्रस्तुत की तिथि एवं टाइम **17.10.2017 को 5.00 बजे तक है** । कोटेशन उपनिदेशक (निरी), भारतीय रेषममार्कसंगठन, केंद्रीय रेषमबोर्ड, 16 मित्तलचेम्बर्स, नरिमनपोइंट, मुम्बई 400 021 के नामपरजारी करें । कोटेशन के लिफाफेके उपर“वोग पत्रिका के डिजाइन और मुद्रण का कार्य करने के लिए कोटेशन”लिखनाआवष्यक है ।

Date & Time for submission of quotation:The date for submission of the quotation is on **17.10.2017 at 5-00 P.M.** The quotations may be addressed to The Deputy Director (Insp) , Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021 . After The envelope containing the spot quotation should be duly superscripting on the envelope as **“Designing, Printing and Supply of Silk Mark Vogue magazine”**

5) कोटेशन खोलने की तिथि—कोटेशनदिनांक**18.10.2017 कोपुर्वाहन 11.30 बजे**कोटेशनभेजनेवालेफर्मके प्रोप्रायटर अथवा उनकेअधिकृतप्रतिनिधियो के उपस्थितिमें खोलेजाएंगे । कोटेशनप्राप्ती की अंतिमतिथि एवं समय के बादप्राप्तकोटेशनकोस्वीकार नही कियाजाएंगा । उपनिदेशक (निरी), भारतीय रेषममार्कसंगठन, मुम्बईकोटेशनकोस्वीकारकरनेअथवाप्रक्रियाकोसंपुर्णनिरस्तकरनेकाअधिकारसुरक्षित रखतेहै ।

Date & Time for opening of quotation:The quotations will be opened on **18.10.2017 at 11.30 am** at the office of Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021. The bidders or their representatives can be present at the time of opening the quotation. The quotations received after the due date and time will not be accepted. The Deputy Director (Insp), Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai400021 reserves the right to accept any quotation or reject all the quotations.

6.भुगतान की विधि—प्रिन्टिगकिए जानेवालीसामुग्री की संतोषजनकआपूर्तीकरने के बादभुगतान के लिए बिलकोप्रस्तुतकरें ।

Payment: The Original bill may be submitted to this office after satisfactory supply of the Vogue Magazine as per the specification mentioned above.

7.अतिरिक्त जानकारी— यदिहोतोअतिरिक्तजानकारी के लिए फर्मउपनिदेशक (निरी), भारतीय रेषममार्कसंगठन, केंद्रीय रेषमबोर्ड, 16 मित्तलचेम्बर्स, नरिमनपोइंट, मुम्बई 400 021 फोननंबर 022. 22020326 / 330 परसंपर्ककरसकतेहै ।

Additional Information, if any:For any additional information , the bidders may contact The Deputy Director (Insp) , Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai-400021 (Phone No: 022-22020326 / 330)

उपनिदेशक (निरी)/
Deputy Director (Insp)
भा.रे.मा.स.मुंबई/SMOI,Mumbai

सेवा मे / To

- 1) सूची के अनुसार/ As per list
- 2) नोटिस बोर्ड/Notice Board
- 3) वेबसाइट / Website : www.silkmarkindia.com

