

HOOGHLY PRINTING CO. LTD.

Tender No. 01/2013-14

Date : 3rd May, 2013

TENDER NOTICE

Sealed offers are invited from intending bonafied contractors/suppliers/firms for the following :-

1. Supply and install one 4 color web-offset machine having 578 mm. cutoff and one 4 color 546 mm. cutoff and print with men as may be required on hire charges at the Company's premises. Power, raw materials like paper and consumables such as ink, fountains, wash-up solutions and plates will be supplied by the company. Blankets and Spares will be supplied by the vendor.
2. Supply and install binding equipments such as 2 nos. Power Driven Stitching Machines, 1 nos Three Knife Trimmer, 1 nos 6 Clamp Perfect Binder and 1 nos Cutting Machine and Bind books from folded formes and or sheets on per format basis – side stitched/centre stitched/perfect binding of books at Company's premises with supplier's workmen.

Earnest Money amounting to Rs.50000/- for item (1) and as Rs.30000/- for item (2) (refundable) in D/D, Pay Order drawn in favour of “Hooghly Printing Co. Ltd.” payable at Kolkata should be submitted along with the tender. The successful tenderer will have to submit a performance guaranty of Rs. 50,000/- for item (1) and Rs. 30,000/- for item (2).

Tender documents containing full details will be available from the office of Sr. Manager (F & A) at 41, Chowringhee Road, Kolkata-700071 on payment of **Rs.1000/- (Rupees One thousand only) in the form of D/D / Pay Order in favour of Hooghly Printing Co. Ltd. between 10.30 hrs. and 15.30 hrs. on all working days (Monday-Friday) from May 6, 2013 to May 16, 2013 except holidays.**

The last date for submission – 20.05.2013 upto 3.30 pm.

Technical Bid will be opened – 20.05.2013 at 4.00 pm, before the tenderer willing to be present.

Tender document can be downloaded from the website of the company **www.hooghlyprinting.com** and in such case the value of tender documents i.e. Rs.1000/- (Rupees One thousand only) is to be paid by way of a separate Demand Draft drawn in favour of “Hooghly Printing Co. Ltd.”, payable at Kolkata, along with a forwarding letter inside the Technical Bid.

The Company reserves the right to accept or reject/negotiate any offer at its own discretion without assigning any reasons. Applications from interested parties may be sent to – **Hooghly Printing Co. Ltd., 41, Chowringhee Road, Kolkata-700071.**

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Procedure of Submission

Each Tender document constitutes three parts (1) Earnest Money, (2) Price Bid, (3) Technical Bid.

1. Earnest Money contains – Rs.50,000/- for item (1) (refundable) and Rs. 30,000/- for item (2) (refundable) in D/D, Pay Order, drawn in favour of “Hooghly Printing Co. Ltd.” payable at Kolkata.
2. Price Bid contains prescribed format for quoted rates.
3. Technical Bid contains eligibility criteria of the tenderer, details of the tenderer, terms & conditions of the contract, scope of work, specification of the job and agreement accepting the offer.

All these parts should be submitted in the separate sealed envelopes in following manner:-

Earnest Money is to be put in a separate sealed envelope and to be superscribed with “Earnest Money- NIT No.01/2013-14. In addition to EMD, the tenderer should submit the machine mobilization undertaking in this envelope.

Price Bid contains the price in prescribed format to be put in a separate sealed envelope and is to be superscribed with “Price Bid-NIT No. 01/2013-14”

Technical Bid to be put into another sealed envelope and is to be superscribed with “Technical Bid-NIT No. 01/2013-14”

All the three envelopes are to be placed into another sealed envelope superscribed with “Tender for hiring of Web-offset & Binding Equipment.”

Name, address, E-mail, Telephone no. of the tenderer are to be clearly mentioned on the envelope.

Duly completed tender, in the way of stated above sll be deposited in the Tender Box, located at the office of the company, on or before the stipulated time and date, as mentioned in the tender notice. Once submitted the tender cannot be withdrawn and in that case the earnest money will stand forfeited.

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Eligibility Criteria of the Tenderer

1. The tenderer should have the experience of supply, arrangement or into the business activities of Printing and Binding.
2. Experience of executing similar type(s) job will be preferable.
3. The tenderer should have an average minimum turnover of Rs. 1.00 crore or more during the last 3 years to undertake this type of assignment. Audited Balance Sheet & Income Tax return of last 3 years should be enclosed with the Technical Bid.
4. The tenderer should clearly state the capacity, experience, list of equipment (if already into the business), and give copies of Trade License, I.T., VAT, CST details, PAN , PF & ESI Registration certificate.
5. The tenderer should be able to produce a minimum of 2,50,000 impressions per day. in 4 colour and or 2 colours whichever is necessary and to be mentioned by the tenderer.
6. One tenderer can quote for supplying and printing for both machines required (578 mm. & 546 mm.) or can quote for any one. Tenderer willing to supply Binding equipment along with Printing equipment can also apply, subject to submission of the EMD.
7. Tenderer should clearly state the age of the equipment along with name of manufacturer, serial no. and date of purchase and capacities of the equipment. However, machines should not be more than 5 years old and should be capable of producing required quality maintaining wastage of 3 to 4%. Machines offered are subject to inspection by the technical team of the company.

The contract will be valid for a period of six months for both items subject to extension or renewal of the contract.

All installation should be completed by 24th June, 2013 (i.e. within 30 days from the date of receiving LOI) and machines should be ready for operation. **A separate undertaking confirming the mobilization time is to be given failing which the tender will be cancelled.** The Company will provide space, electricity, water and all other press consumables such as plate, ink, wash up etc. Blankets & Spares are to be supplied by the tenderer. Operational maintenance including spares is the responsibility of the tenderer.

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Format of the Technical Bid

Name of the Organisation :

Address :

Telephone, Fax, E-mail etc. :

Nature of Business :

Nature of ownership :

Permanent A/c No.
(Documentation evidence necessary)

Sales Tax, VAT Regn. No. :
(Documentation evidence necessary)

Trade License No. :
(Documentation evidence necessary)

Name and address of the Proprietor(s), Partners, :
Members of Board of Directors

Turnover per year :
(Attested copies of I.T. return during last 3 years)

Details of Experience :

Details of Machines offered :

No, of workmen offered :

(Separate sheets may be used for providing information, if the above space is inadequate.
Extra page should have signature of the tenderer.

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Price Bid

1. Rate for supply of 4 color web press 546 mm. : Rs.....per color
and print with own operators and men at Company's premises. per thousand per 8 pages.

(2,50,000 impression/day) basis

2. Rate for supply of 4 color web press 578 mm. : Rs.....per color
and print with own operators and men at Company's premises. (2,50,000 impression/day) basis per thousand per 8 pages.

3. **Charges for Binding at Company's Premises with Equipments and men.**

1. Perfect Binding charges : Rs.....
per forme of 16 pages per thousand

2. Perfect Binding charges : Rs.....
per forme of 8 pages per thousand

3. Binding charges with center wire stitch : Rs.....
per forme of 16 pages per thousand

4. Binding charges with center wire stitch : Rs.....
per forme of 8 pages per thousand

5. Binding charges with side stitch with cover drawn : Rs.....
per forme of 16 pages per thousand

6. Binding charges with side stitch with cover drawn : Rs.....
per forme of 8 pages per thousand

Payments to be done on monthly basis.

Payment terms : Preferably 60 days credit from the date of submission of invoice.