

HOOGHLY PRINTING CO. LTD.
(A Govt. of India Enterprise)
41, Chowringhee Road, Kolkata - 700071
Phone No. (033) 2288-3312/3779 Fax No. (033) 2288-2734
e-mail : hooghlyprint@dataone.in
NIT NO. 08/2015-16 dated 01.09.2015

Page 1 of 4

Hooghly Printing Co. Ltd. (HPC) invites offers in sealed cover from manufacturers/authorized dealers/distributors for supply of the undermentioned items.

Sl No.	Description	Specification	Size	Qty(Kgs)
1.	80 GSM White Maplitho Paper	Brightness: Minimum 75%	75cm and/or 86 cm reel	661000
2.	130 GSM Art Paper	Both sides Coated (Gloss)	20" x 30" and/or 23" X 36" in sheet	30000
3.	200 GSM Art Board	Both sides Coated (Gloss)	20" X 30" in sheet	7000

The aforesaid quantity may vary to the extent of \pm 30%.

1. Eligibility Criteria:

- a) In case of item no.1 Bidders should have average turnover of Rupees One Crore in the last three years. Audited accounts for the last three years have to be submitted with the Technical Bids.
- b) In case of item no.2 & 3 Bidders should have average turnover of Rupees Twenty Five Lakhs in the last three years. Audited accounts for the last three years have to be submitted with the Technical Bids.
- c) Dealers/Stockists/C & F Agents/Distributors/Merchants must submit the valid Authorization Certificate from the manufacturer. (Documentary proof to be submitted)
- d) Bidders should have all statutory registrations such as Trade Licence, W.B. VAT Registration, CST Registration. (Documentary proof to be submitted)
- e) Manufacturer's Test Certificate as regards specification of the materials needs to be submitted with the offer.

2. Scope of Work:

- a) In case of Item no.1 the Bidder should be in a position to complete supply within 10 to 30 days from the date of placement of Formal Purchase Order or LOI whichever is earlier.
- b) In case of Item no.2 & 3 the Bidder should be in a position to complete supply within 7 to 15 days from the date of placement of Formal Purchase Order or LOI whichever is earlier.

The aforesaid delivery schedule is tentative and may vary in actual.

3. Rate: Rates quoted should be on per kg basis inclusive of all taxes and duties (i.e. Excise Duty, VAT/CST) and charges for delivery (including unloading charges) to HPC's designated units or to any other place in or around Kolkata as advised by HPC. Necessary 'C' form will be issued by HPC in case of inter state sale.

4. Terms of Payment: Bidders are advised to quote their best price on 60 days credit basis. Payment will be made on submission of original Tax Invoice along with receipted challan and no overdue charges will be paid.

5. Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousand only) in the form of Demand Draft/Pay Order favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata to be submitted with the Offer which will be refunded to the unsuccessful bidders.

6. Validity: The rates quoted should be inclusive of loading & unloading charges, incidental expenses etc. and should remain valid till 31.12.2015. Details of the Tender are available on www.hooghlyprinting.com

8. Submission of Offers: Last date for Submission of Offers is 11.09.2015 by 16.00 Hrs. The offers would be opened on the same day by 16.30 Hrs.

9. Risk Purchase & Liquidated Damages: Time is the essence of the Contract. Materials to be delivered as per stipulated schedule in delivery instructions failing which Risk Purchase and/or Company's Standard LD Clause will be applicable without Prejudice Company's right to blacklist the Bidder.

10. Resolving of Disputes: Any dispute arising out of these transactions shall be subject to the jurisdiction of competent Court at Kolkata.

11. Notes: Bidders should comply with and agree to all the eligibility criteria and techno-commercial terms before submission of their Bids. The sizes of the materials mentioned above are indicative and likely to vary on actual. Interested bidders must submit Demand drafts/Pay Orders favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata in respect of Earnest Money Deposit of Rs.50000/- (Fifty Thousands only) and Tender Fees of Rs.500/- (Five Hundred only) along with relevant samples of paper (at least 5 sheets of full scape size) to Sr. Manager (F&A) at 41, Chowringhee Road, Kolkata -700071 on any working day excluding Saturday between 11.00 hrs. & 15.00 hrs. For any further clarifications please contact Officer (Purchase) at the above address on any working day excluding Saturday between 11.00 hrs. & 15.00 hrs. Management reserves the right to cancel the Tender or to accept or reject any or all the Offers and/or to divide the quantity ordered between one or more Bidders without assigning any reason whatsoever.

Date: 01.09.2015

For Hooghly Printing Co. Ltd.

Place: Kolkata

Sr. Manager(F&A)

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TENDER FORM
NIT NO. 08/2015-16 Dated 01.09.2015

Page 2 of 4

1. NIT NO. & DATE : NIT NO. 08/2015-16 dated 01.09.2015
2. NAME OF THE BIDDER IN FULL :
3. ADDRESS OF THE BIDDER
 - (a) Registered Office :
 - (b) Head Office :
 - (c) Branches :
 - (d) Workshop/Godown :
 - (e) Depot :
4. TELEPHONE NO./ FAX / E-MAIL :
5. STATUS OF THE ORGANISATION :
Proprietorship / Partnership / Ltd. Co./
Pvt. Ltd. Co.
6. NAME, FATHER'S NAME & RESIDENTIAL :
ADDRESS OF PARTNERS / DIRECTORS /
PROPRIETOR AS THE CASE MAY BE
(Use separate sheet if necessary)
7. WHETHER MANUFACTURER / :
CONTRACTOR / STOCKIST /
AGENT / DEALER
8. BANK PARTICULARS :
 - (a) Name of the Bank & Branch :
 - (b) Address of the Branch :
 - (c) Telephone No. of the Branch :
 - (c) Account Number :
 - (d) Type of Account :
 - (e) IFS Code of the Branch :
 - (f) Term loan sanctioned :
 - (g) Bank Guarantee limit :

TENDER FORM
NIT NO. 08/2015-16 dated 01.09.2015

Page 3 of 4

(h) Letter of Credit limit :
(Documentary proof to be enclosed in
respect of various Bank facilities enjoyed
by the Organizations.)

9. TRADE LICENCE NO. :
(Please attach a photo copy)

10. SALES TAX / VAT REGISTRATION NO. :

(a) Central :

(b) State :
(Please attach photo copies)

11. I. T. PERMANENT ACCOUNT NO. :
(Please attach photo copy)

12. WHETHER THE APPLICANT IS ENLISTED :
WITH ANY PUBLIC SECTOR
UNDERTAKING. IF SO, THE DETAILS
ARE TO BE FURNISHED

13. FINANCIAL CAPACITY :

(a) Fixed Capital :

(b) Working Capital :
(Copy of audited Balance Sheet to be enclosed)

14. PROOF OF MAJOR SUPPLIES EFFECTED :
DURING THE LAST TWO
FINACIAL YEARS
(Documentary proof to be enclosed)

(a) Name(s) of the Customer(s) :

(b) Value of the Orders :

(c) No. of Orders

TENDER FORM
NIT NO. 08/2015-16 dated 01.09.2015

Page 4 of 4

15. PRICE:

Item No.	Description	Basic Rate	Discount	Excise Duty	Freight/Delivery	VAT	CST	Total Price
1	80 GSM White Maplitho Paper 75cm and/or 86 cm reel							
2	130 GSM Art Paper 20" x 30" and/or 23" X 36" in sheet							
3	200 GSM Art Board 20" X 30" in Sheet							

* Rates should separately state of taxes, duties & charges for delivery to our designated location(s) within Kolkata. Necessary Way Bill will be issued in case of Inter-State sale.

16. DD/Pay orders Submitted:

Sl No.	DD/Pay order no.	Date	Bank	Amount(Rs.)	Particulars
1				50000/-	EMD
2				500/-	Cost of Tender Document

Remarks:

Declaration

I/We hereby certify that the above particulars furnished by me/us are true to the best of my/our knowledge and belief; and in case of misrepresentation of facts, Hooghly Printing Co. Ltd. shall have the right to reject this Tender.

Signature of authorized person with seal

Date:

Place:

Note: The Tenderer shall sign on each and every page of this Tender Form under his seal.