

ANDREW YULE & COMPANY LIMITED

(A Government of India Enterprise)
8, Dr. Rajendra Prasad Sarani,
Kolkata – 700 001

INVITATION OF QUOTATION FOR PRINTING OF ANNUAL REPORT 2019-20

M/s. Andrew Yule & Company Limited – a Central Public Sector Enterprise (CPSE) under the Ministry of Heavy Industries and Public Enterprises having significant presence in the segment of Electrical & Engineering operations vis-a-vis Tea manufacturing. The Company is inviting sealed tenders for Designing, Typing, Printing and Binding of Annual Report of Andrew Yule and Co. Ltd., for year 2019-20 in both English and Hindi.

Schedule of Tender

1.	TENDER NO.	AYCL/HO/GD/AR-PRINT/03/2020 Dated. : 12/08/2020
2.	MODE OF TENDER	Offline submission of Part I - Techno-Commercial Bid and Part II - Price Bid
4.	Date of publication of Tender through AYCL websites and Central Public Procurement Portal	12/08/2020
5.	Date of availability of NIT to the Vendors for downloading	12/08/2020
6.	Earnest Money and other document	<ul style="list-style-type: none">• “Earnest Money Deposit” of Rs.1600.00 (Rupees One Thousand Six Hundred only) may be paid by Cheque/D.D. in favour of Andrew Yule & Co Ltd., payable at Kolkata.• Annexure I with relevant documents along with EMD to be submitted in a sealed envelope marked as Technical Bid.• Annexure II to be submitted in a separate sealed envelope marked as Commercial Bid.
7.	Last date for submission Tender Document	17/08/2020 upto 16.00 hrs.

Specification for Printing of AYCL Annual Report

English Version

Quantity = 200 Pcs

Finish Size = 8.5" X 10.5"

No. of Pages = 172 – 200*

Paper for Text = 54 GSM Cream Wove

Paper for Cover = 80 GSM Maplitho

No. of Color for Cover = Bi color

No. of Color for Text = Single Color (Black)

Binding = Perfect Bind

*Please note that increase / decrease of number of pages should be considered on pro-rata basis. **Rate should be quoted per page wise.**

Scope of Work

- Composing and layout design for text and cover
- Dummy Book for Proofing
- Proofing may continue to 2nd, 3rd phase as per correction incorporated
- After final approval vendor can proceed for printing, binding process with paper and other materials

Hindi Version

Quantity = 100 Pcs

Finish Size = 8.5" X 10.5"

No. of Pages = 172 – 200*

Paper for Text = 54 GSM Cream Wove

Paper for Cover = 80 GSM Maplitho

No. of Color for Cover = Bi color

No. of Color for Text = Single Color (Black)

Binding = Perfect Bind

*Please note that increase / decrease of number of pages should be considered on pro-rata basis. **Rate should be quoted per page wise.**

Scope of Work

- Translation of matter from English to Hindi
- Composing and layout design for text and cover
- 1st and 2nd Proof should be done by vendor
- Final Dummy to be prepared and submitted to us
- After approval vendor can proceed for printing, binding process with paper and other materials

ANNEXURE I

The Bidder must submit the following documents in Part I Techno Commercial Bid: -

- (i) Proof of Address
- (ii) Client List
- (iii) Particulars in respect of Permanent Account Number
- (iv) Trade Licence as a Printer
- (v) Details of Bank Account
- (vi) Statement of Audited Accounts and Financial Reports for last Three Years
- (vii) GST Registration Certificate
- (viii) Payment Terms
- (ix) "Earnest Money Deposit" of Rs.1600.00 (Rupees One Thousand Six Hundred only) may be paid by Cheque/D.D. in favour of "**Andrew Yule & Co Ltd.**", payable at Kolkata.

ANNEXURE II

Part II – Price Bid :

Sl. No.	Annual Report Name	Qty	Finish Size	Paper Quality	No. of Page	No. of Color	Type of Binding	Quoted Price	Price per Page Increase above 200 / Decrease below 172
1	AYCL Annual Report in English	200	8.5"x10.5"	Text in 54 GSM Cream Wove & Cover in 80 GSM Maplitho	172-200 (increase / decrease of nos. of pages should be considered on pro-data basis)	Text in Black, Cover in Bi Color	Perfect Binding		
2	AYCL Annual Report in Hindi	100	8.5"x10.5"	Text in 54 GSM Cream Wove & Cover in 80 GSM Maplitho	172-200 (increase / decrease of nos. of pages should be considered on pro-data basis)	Text in Black, Cover in Bi Color	Perfect Binding		
Total									
Total with GST									

In Words: _____

_____ **only.**