

J&K KHADI AND VILLAGE INDUSTRIES BOARD
SANAT GHAR BEMINA SRINAGAR / JLN UDYOG BHAWAN JAMMU
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TENDER NOTICE NO: NIT/KVIB/PMEGP-585/07

DATED:-31.03.2021

NOTICE INVITING TENDER

Subject: - Printing & Supply of Coffee Table Book for J&K Khadi & Village Industries Board, Jammu.

Bids along with tender document fee of Rs. 500/- (Rupees Five Hundred) only are invited for and on behalf of J&K Khadi and Village Industries Board, Direction office Jawaharlal Nehru Udyog Bhawan Jammu, J&K from registered and reputed agencies with proven competency in the field of Printing, designing & Publication. The interested agencies must submit the hard copies of bids along with all relevant documents to the office of "*Financial Advisor & Chief Accounts officer, J&K Khadi & Village industries Board, 5th Floor Jawahar Lal Nehru Udhyog Bhawan, Jammu*" within seven (07) days from the date of issuance of this Notification.

The detailed specification for printing & designing of Coffee Table Book is detailed as under:

Sr. No.	Name of Work	Specifications/Remarks
01.	Quantity	70 Copies (+/- 10 copies)
02.	Layout/ Concept designing	To be designed by agency/ firm/ individual as per requirements/ briefings of J&K KVIB.
03.	Size/ Layout	9" X 13" (landscape)

04.	Paper & pages	a) Inner pages:170 GSM Glossy b) Cover: 300 GSM Matte (UV coating on cover)
05.	Binding	Hardbound on Mill board Laminated.
06.	Packing	Multiple pack of 10 in Cartons.
07.	Offset Printing of Photographs, Charts & Drawings.	To be designed/ created by the agency, anywhere and in any size as per requirement/ design.
08.	No. of Pages	100 (+/- 5) pages approx. (Excluding Cover)
09.	Proof Reading	It will be the sole responsibility for the agency/ firm/ printer. Dummy print to be provided before final printing.
10.	Liaison	It will be the responsibility of the agency/ firm/ printer to collect & deliver the proofs of each & every related job.
11.	Language	English

General Terms and conditions

- 1) The tender should be supported with GST registration certificate with latest GST return. The tenders are required to be submitted online (Financial and Technical bids addressed to Financial Advisor and Chief Accounts Officer J&K Khadi and Village Industries Board, Direction office Jawaharlal Nehru Udyog Bhawan, Jammu) accompanied with Tender Fee Rs. 500/- pledged to Financial Advisor and Chief Accounts Officer J&K Khadi and Village Industries Board, Jammu payable at Jammu, otherwise tender will not be entertained. The tenders not accompanied with required Tender Fee shall be out rightly rejected.
- 2) The tenders will be opened on 07-04-2021 or any other date convenient to the Purchasing Committee, in presence of the tenderer who may like to be present at that time on their own expenses.
- 3) The agency should be registered with Central/J & K State Government and must submit the details of their Registration, Income Tax Registration, copy of PAN Card, GST number and other related documents.
- 4) The agency must have minimum 03 (three) years of experience in the relevant field.
- 5) Outsourcing or subletting of any nature or third party would not be accepted.
- 6) The Agency should give an undertaking in writing that it has not been blacklisted by any Central/State Government/Autonomous/Recruitment/ Body.
- 7) The Purchasing Committee reserves the right to reject any tender without assigning any reasons.
- 8) The decision of F.A & CAO, J&K KVIB shall be the final and binding upon the bidders in the event of any dispute arising out of the terms of the contract.
- 9) The payment shall be released to the tenderer after satisfactory completion of the job. No payment shall be made in advance. Income Tax as per relevant rules shall be deducted at source and with regard to other taxes compliances as per rules applicable; party/agency shall be personally responsible.

- 10) In case of failure of tenderer to do job successfully and satisfactorily, job will be got completed from other agencies at his risk and cost. He shall be also be blacklisted from participation in similar works/jobs by J&K KVI Board in future.
- 11) In case the Books are found Defective/ Sub-standard or do not full fill the requisite specifications, the same shall be rejected and shall have to be lifted back by the supplier with in a week's time at his own cost.
- 12) Rates shall be quoted inclusive of all taxes/GST and all other expenses like transportation charges, etc.
- 13) The quantities mentioned in the tender are tentative and can be increased/decreased as per the actual requirement or as per phase wise requirement.
- 14) The content and photographs for the Coffee Table Book will be provided by the J&K KVIB.
- 15) The agency has to arrange for collection of the printing materials from the J&K KVIB, Direction Office Jammu and deliver proof as per the schedule to be informed by the Board.
- 16) The paper to be supplied in the Coffee Table Book should match specifications provided in the Tender. In case, it is found that inferior quality paper has been used, necessary deductions would be made from the final bill without showing any reason.

For any clarification please contact Financial Adviser & Chief Accounts Officer, J&K KVIB Jawaharlal Nehru Udyog Bhawan Jammu.