



केंद्रीय भंडारण निगम

CENTRAL WAREHOUSING CORPORATION

(केंद्रीय भंडारण निगम) (A Government Of India Undertaking)

क्षेत्रीय कार्यालय: नं. 4, नार्थ एवेन्यू, श्रीनगर कालोनी, सैदापेट, चेन्नई - 15.

Regional Office: No.4, North Avenue, Srinagar Colony, Saidapet, Chennai - 15.

फोन/ Phone: 22201216/0350, फैक्स / Fax: 22200068, ई मेल / E-Mail: rmmdrs@cewacor.nic.in



No.CWC/RO-CNI/PUR/P&S/2017-18/

Dated: 06.05.2017

NOTICE INVITING QUOTATION

Sealed quotations are invited from the reputed printers for printing and supplying of printed stationery items as per CWC specification.

1. The rates quoted should be exclusive of all taxes and the same should be quoted only in the enclosed ANNEXURE.
2. Conditional quotations will not be accepted.
3. The said item should be supplied at the following address on FOR destination basis:

CENTRAL WAREHOUSING CORPORATION
(A Govt of India Undertaking)
Regional Office, No.4, North Avenue,
Srinagar Colony, Saidapet, Chennai-600 015.

4. The award of the offer shall remain open for acceptance without any modification in the rates or terms and conditions of the quotation for a period of sixty days from the date of opening of the quotations.
5. Non-conformity of the specification/delay in supply may result in rejection of supply/imposition of appropriate liquidated damages by the competent authority, and the rejected item/s should be reprinted and supplied by the party. If the party fails to supply, CWC will get the items reprinted at the risk and cost of the party.
6. Liquidated Damages @ 1% PM or part thereof, at the maximum of 10% will be imposed for the delayed supply.
7. **The quotationer should furnish the copy of PAN registration, VAT registration, RTGS details and MSME registration if available.** The participating MSEs in a tender, quoting price within the band of L1+15% may also be allowed to supply a portion of the requirement by bringing down their price to the L1 price, in a situation where L1 price is from someone other than an MSE. Such MSEs may be allowed to supply up to 20% of the total tendered value. In case of more than one such eligible MSE, the supply shall be shared proportionately.

8. 10% of the contract value has to be remitted by the successful tenderer for the award exceeding Rs. 50,000/- within 10 days of receipt of purchase order, as security deposit. The Security Deposit shall not carry any interest. Security Deposit would be refunded immediately after completion of supplies and settlement of bills.
9. The quotation complete in all respects should be submitted in a sealed Cover addressed to the Regional Manager, Central Warehousing Corporation, Regional Office, No.4, North Avenue, Srinagar Colony, Saidapet, Chennai-600 015 superscribing **“QUOTATION FOR PRINTED STATIONERY ITEMS”** which will be received upto 15.00 Hours on **17.05.2017** and it will be opened at 15.30 hours on the same day.
10. The quotationer may be present or authorize a representative to be present at the time of opening the quotation at their own cost.
11. Central Warehousing Corporation does not bind itself to purchase any/all the quantity and to accept lowest quotation and reserves itself, the right to increase or decrease the quantity and accept or reject any or all quotations, without assigning any reason thereof and reserves the right to accept the quotation in respect of one or more items of supplies. The quantity/ numbers shown in the Annexure is only approximate. It can be increased or reduced at the sole discretion of the CWC and/or supply can be apportioned among more than one quotationer.
12. The NIQ can be downloaded from the following website:

A. www.cewacor.nic.in

B. www.tenderhome.com

REGIONAL MANAGER

From

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To

The Regional Manager
 Central Warehousing Corporation
 No.4, North Avenue, Srinagar Colony,
 Saidapet, Chennai-600 015.

Sir,

I/We quote our rates for printing and supplying of printed stationery items as per CWC specification on FOR basis

SL. NO.	PARTICULARS	No.of units to be printed	Rate per Unit Rs.	Tax	Net Rate per unit (4+5) Rs.	Total Amount (3x6) Rs.
1	2	3	4	5	6	7
1.	<p>CASH CONTROLLING REGISTER</p> <p>33x21 cms page size- (200 folios - 400 pages) - both side printing- serially numbered - vertical and horizontal ruling in 60 gsm white creamwove paper with thick board binding.</p> <p>PATTERN-PORTRAIT.</p>	50 Nos				
2.	<p>LWB Register (Receipt) -F/CD/5</p> <p>28X21 cms page size- (150 folios - 300 pages) both side printing and serially numbered- vertical and horizontal ruling-top and bottom 2 pound hard board binding with calico and four corners pasted with calico-paper 60 GSM white paper</p> <p>PATTERN-PORTRAIT.</p>	50 Nos				

3.	<p>LWB Register (Issue) -F/CD/5</p> <p>28X21 cms page size- (150 folios - 300 pages) both side printing and serially numbered– vertical and horizontal ruling-top and bottom 2 pound hard board binding with calico and four corners pasted with calico-paper 60 GSM white creamwove.</p> <p>PATTERN-PORTRAIT.</p>	50 Nos				
4.	<p>R.R. Register</p> <p>36X23 cms page size- both side printing- 60 GSM White paper (150 folios - 300 pages)-serially numbered – vertical and horizontal ruling- top and bottom with 2 pound hard board binding with four corners pasted with calico.</p> <p>PATTERN-PORTRAIT.</p>	25 Nos				
5.	<p>Despatch Register-BMP/F/Per/O&M/4</p> <p>28X21 cms page size- both side printing-(150 folios - 300 pages)-vertical and horizontal ruling-serially numbered-top and bottom 2 pound hard board binding with calico and four corners pasted with calico-paper 60 GSM white paper</p> <p>PATTERN-PORTRAIT.</p>	50 Nos				
6.	<p>Daily Transaction Register</p> <p>28X21 cms page size- (150 folios - 300 pages)- both side printing in 60 GSM white cream wove paper- vertical and horizontal ruling- serially numbered- top and bottom with 2 pound hard board and four corners parted with calico</p> <p>PATTERN-LANDSCAPE.</p>	25 Nos				

7.	<p>Economy Report- (General)</p> <p>48X37 cms in size – both side printing in 60 GSM white cream wove paper- 100 sheets per pad – colour wrapper as cover of the pad with 1½ pound hard board bottom – gum padding at top- to be supplied in the shape of tear off pad</p> <p>PATTERN-LANDSCAPE.</p>	25 pads				
8.	<p>Daily Transaction Slip (G)</p> <p>33x21 cms in size-100 sheets per pad-one side printing in 54 gsm white cream wove paper - color wrapper as cover of the pad and bottom with 1½ pound hard board-gum padding at top .</p> <p>PATTERN-LANDSCAPE</p>	100 pads				
9.	<p>Delivery Order (G)</p> <p>33 X 21 cms-one side printing In 60 gsm white cream paper-100 sheets per pad-colour wrapper as cover of the pad and bottom with 1½pound hard board-gum padding at top</p> <p>Pattern - Portrait</p>	150 pads				
10	<p>Consumable Stock Register (Tech) F/Tech/25.</p> <p>33X21 cms page size paper 60 gsm white cream wove – both side printing . Serially numbered from 1 to 400 (200 folios) – To be supplied in the form of bound Register - 2 pound hard board binding with calico – four corners pasted with calico.</p> <p>Pattern - Portrait</p>	25 nos				

11	<p>File Cover (Double Tag)</p> <p>35X25 cms size-front side printing in trilingual with CWC logo and centre fold with good quality tag -printing of bilingual administrative phrases inside the file cover-in different colours.</p> <p>PATTERN-PORTRAIT</p>	300 nos.				
12.	<p>Sample Slip</p> <p>14X11 cms size-one side printing in duplicate- I copy in 54 gsm white paper and II copy in 44 gsm pink wove-50 sets per pad-colour wrapper as cover of the pad and bottom with 1½ pound hard board</p> <p>PATTERN-PORTRAIT</p>	50 pads				
13.	<p>Bond Deposit Application</p> <p>28X21 cms in size- single side printing in duplicate Ist copy in 54 gsm white cream wove, II nd copy in 44 gsm yellow wove- 100 sets per pad – (200 sheets per pad)-colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>Pattern - Portrait</p>	50 pads				
14.	<p>Bond Delivery Order</p> <p>33 X 21 cms-one side printing In duplicate Ist copy in 54 gsm white cream wove, II nd copy in 44 gsm pink wove- 50 sets per pad (100 sheets in one pad) – colour wrapper as cover of the pad and bottom with 1½pound hard board-gum padding at top.</p> <p>Pattern - Portrait</p>	50 pads				

15.	<p>Attendance Sheet of Security</p> <p>28X21 cms in size- single side printing in 60 GSM white paper – 100 sheets per pad- colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>PATTERN-PORTRAIT.</p>	50 pads				
16.	<p>Cash Payment Voucher</p> <p>33X21 cms in size single side printing in 54 GSM green wove paper- 100 sheets per pad – colour wrapper as cover of the pad – bottom with 1½ pound hard board- gum padding at top – to be supplied in the shape of tear off pad</p> <p>PATTERN-PORTRAIT.</p>	25 Pads				
17.	<p>Cargo Transfer Details</p> <p>28X21 cms in size- single side printing in 60 GSM white paper – 100 sheets per pad- colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>PATTERN-PORTRAIT.</p>	50 pads				
18.	<p>Gate Summary</p> <p>28X21 cms in size- single side printing in 60 GSM white paper – 100 sheets per pad- colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>PATTERN-PORTRAIT.</p>	50 pads				

19.	<p>Daily Report (Gate)</p> <p>28X21 cms in size- single side printing in 60 GSM white paper – 100 sheets per pad- colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>PATTERN-PORTRAIT.</p>	50 pads				
20.	<p>Declaration Forms - CFS</p> <p>28X21 cms in size- single side printing in 60 GSM white paper – 200 sheets per pad- colour wrapper as cover of the pad – bottom with 1½ pound hard board – gum padding at top – to be supplied in the shape of tear off pad.</p> <p>PATTERN-PORTRAIT.</p>	100 pads				
21.	<p>2 Qr. Register</p> <p>33X21 cms page size-horizontal ruling in 60 gsm white paper-serially numbered-192 pages – name of the Corporation in TAMIL,HINDI & ENGLISH with CWC & ISO LOGO on the cover and also in all the pages with 2 pound hard board binding at top and bottom.</p> <p>PATTERN-PORTRAIT</p>	100 nos				
22.	<p>1 Qr. Register</p> <p>33X21 cms page size-horizontal ruling in 60 gsm white paper-serially numbered-96 pages – name of the Corporation in TAMIL,HINDI & ENGLISH with CWC & ISO LOGO on the cover and also in all the pages with 2 pound hard board binding at top and bottom.</p> <p>PATTERN-PORTRAIT</p>	100 nos				
23.	<p>Staff Service Book</p> <p>22x34 cms page size, both side printing, 27 pages in each book, vertical and horizontal ruling Ledger paper to be used. Register thick board at both top and bottom of the register</p> <p>PATTERN-PORTRAIT</p>	50 nos				

CERTIFICATE

1. I/We thoroughly examined and understood the terms and conditions given in the NIQ no. CWC/RO-CNI/ PUR/P&S/ 2017-18/ dated 06.05.2017.
2. I/We certify that the rates quoted are reasonable and not higher than the rates quoted for the items printed of the same nature, to the other agencies.
3. Enclosures:
 - a. copy of PAN card
 - b. copy of VAT registration
 - c. copy of registration for MSME
 - d. details of RTGS No. and bank particulars

Date:

Name & Signature of the
quotationer &
Address