



भारत सरकार

Government of India

जल संसाधन, नदी विकास एवं गंगा संरक्षण मंत्रालय

Ministry of Water Resources, River Development & Ganga Rejuvenation

अधिशाली अभियंता का कार्यालय  
माही मंडल  
केन्द्रीय जल आयोग  
गांधीनगर



Office of The Executive Engineer  
Mahi Division  
Central Water Commission  
Gandhinagar

No. :- 09W/04/2016/HQ-MD/233-37

Date: 25/04/2018

**Notice Inviting Quotation**

**NIT No.02/2018-19/MD/GNR**

Sealed item rates quotations are invited by the Executive Engineer, Mahi Division, CWC, Gandhinagar on behalf of the President of India from reputed firms/ agency for printing and binding of Data forms & Registers (as per sample) who fulfils the following terms & conditions laid below:

Sn.	Description of items	Qty	unit
<b>A. Forms (Making pulp bound pad), paper quality 60-65 GSM</b>			
1	CWC/RD-1 (pad of 100 sheets in DFC size)	40	pad
2	HP MET- 02 (Pad of 100 sheets in A-4 size)	10	pad
3	HP MET-03 (Pad of 100 sheets in A-3 size)	10	pad
4	HP MET-04 (Pad of 100 sheets in A-4 size)	10	pad
5	HP SW-02 (pad of 100 sheets in A-4 size)	10	pad
6	HP SW-05 (pad of 100 sheets in A-3 size)	10	pad
7	HP SW-03 (pad of 100 sheets in A-4 size)	10	pad
8	CWC/RD-7 (pad of 100 sheets in DFC size)	20	pad
9	Inspection Pad (pad of 200 sheets A-4 size)	40	pad
10	Wireless Message Pad MET- 21 (pad of 100 sheets in A-4 size)	40	pad
<b>B. Registers (Supported with hard card board on front &amp; back side with cloth lining of 2" on binding area) paper quality 60-65 GSM</b>			
1	CWC/RD-1 (pad of 100 sheets in DFC size)	40	No.
2	HP MET- 02 (Pad of 100 sheets in A-4 size)	10	No.
3	HP MET-03 (Pad of 100 sheets in A-3 size)	10	No.
4	HP MET-04 (Pad of 100 sheets in A-4 size)	10	No.
5	HP SW-02 (pad of 100 sheets in A-4 size)	10	No.
6	HP SW-05 (pad of 100 sheets in A-3 size)	10	No.
7	HP SW-03 (pad of 100 sheets in A-4 size)	10	No.
8	Level Field Book	10	No.
9	CWC/RD-7 (pad of 100 sheets in DFC size)	20	No.

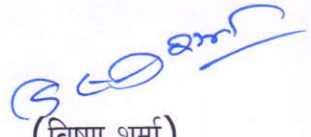


10	Discharge field Book	50	No
11	Hourly gauge reading book (sheet of 100 page in A-6 size)	50	No.
12	Inspection register (Register of 200 sheets A-4 size)	40	No.
13	Wireless logbook (Reg. of 100 sheets in A-4 size)	40	No.

**Terms and Conditions:**

1. The sealed envelope containing the quotation along with the **covering letter** of firm should be superscripted as "Quotation for printing and binding of Data forms & Registers due on 23/04/2018 and addressed to the Executive Engineer, Mahi Division, CWC, 3<sup>rd</sup> Floor, Narmada Tapi Bhawan, Sector-10 A, Gandhinagar-382010.
2. Sealed quotations should be submitted to this office latest by 15:00 hrs on or before 23/04/2018. The quotations received shall be opened at 15:30 hrs on 23/04/2018 in the presence of bidders or their authorized representatives if any willing to present.
3. The rates are to be quoted F.O.R. destination inclusive of packing, forwarding, freight, insurance if any i.e. office of the Executive Engineer, Mahi Division, CWC, 3<sup>rd</sup> Floor, Narmada Tapi Bhawan, Sector-10 A, Gandhinagar-382010.
4. The rate should be indicated in both figures and words. The quotationer shall initial corrections/overwriting if any in the quotation.
5. Rates should be a valid for period up to 120 days from the date of opening of quotation.
6. The sample of forms/ Registers may be seen at the O/o the undersigned on all working days upto 21/04/2018 during office hours from 10:00 to 16:00 hrs except Sundays & other Govt. Holidays.
7. EMD, an amount of Rs 1600.00/-(Rupees one Thousand six hundred) only in cash/demand draft in favour of "EXECUTIVE ENGINEER, MAHI DIVISION ,CWC, GANDHINAGAR "should be deposited along with the quotation. In case of cash deposit the photo copy of cash receipt should be attached with quotation.
8. A proof copy of each data forms should be submitted to this office for checking & approval. The agency should print and bind the approved proof copy of forms only.
9. Performance guarantee (PG) @ 5% of the tendered amount shall have to deposit by the successful bidder within 7 days from the date of issue of the letter of acceptance in form of Demand draft / FDR. This should remain valid up to the date of the completion of work plus 2 months.
10. If found any printing mistake in the forms and register the agency should correct the mistake and for which no extra payment will be made by this office.
11. The Bid Security of the successful quotation is liable to be forfeited in case not completing the work on the issue of confirms order.
12. The work should be completed and supplied the materials within 15 days from the date of the issue of work order to O/o the Executive Engineer, CWC, Gandhinagar.

13. PG is liable to forfeited if the agency fails to complete the work within due date plus if any extension order issued from this office.
14. The quantities mentioned above are tentative only and may increase or decrease at the time of placing the work order.
15. All duties, taxes, transportation and other levies payable by the agency under the contract shall be included in the total price. Actual GST may be indicated separately. Any damage or loss occurred during the process of supply should be borne by the agency itself.
16. The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and confirm to the terms and conditions and specifications.
17. Pre-stamp receipt bill in duplicate should be submitted after completion of work and payment will be released only after the receipt of materials in good and satisfactory condition through A/c Payee cheque.
18. Any other rules of CPWD codes and its amendment as applicable will be binding on the successful bidder.

  
(विष्णु शर्मा)  
अधिशायी अभियंता

Signature of the Quotationers

Address:

Phone No.

Fax No:

Email address:

Pan No.

Copy to:

1. The Superintending Engineer, HOC, CWC, Gandhinagar.
2. Director, Directorate of printing, 'B' Wing, Nirman Bhawan, Maulana Azad Road, New Delhi, Delhi 110108
3. AAO, Mahi Division, CWC, Gandhinagar, with request to present at the time of opening of bid.
4. JE (HQ) MD, CWC, Gandhinagar and directed upload the tender in website of CWC & CPP portal.
5. Notice board of Mahi Division, CWC, Gandhinagar.



**SCHEDULE OF QUANTITIES & RATES**

NIQ No. CWC/02/2018-19/MD/GNR Dated: 05/04/2018

Name of Work: printing and binding of Data forms &amp; Register.

Sr. no.	Description of items	Qty	unit	Rate in Rs.	Amount in Rs.
<b>A. Forms (Making pulp bound pad), paper quality 60-65 GSM</b>					
1	CWC/RD-1 (pad of 100 sheets in DFC size)	40	pad		
2	HP MET- 02 (Pad of 100 sheets in A-4 size)	10	pad		
3	HP MET-03 (Pad of 100 sheets in A-3 size)	10	pad		
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5	HP SW-02 (pad of 100 sheets in A-4 size)	10	pad		
6	HP SW-05 (pad of 100 sheets in A-3 size)	10	pad		
7	HP SW-03 (pad of 100 sheets in A-4 size)	10	pad		
8	CWC/RD-7 (pad of 100 sheets in DFC size)	20	pad		
9	Inspection Pad (pad of 200 sheets A-4 size)	40	pad		
10	Wireless Message Pad MET- 21 (pad of 100 sheets in A-4 size)	40	pad		
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3	HP MET-03 (Pad of 100 sheets in A-3 size)	10	No.		
4	HP MET-04 (Pad of 100 sheets in A-4 size)	10	No.		
5	HP SW-02 (pad of 100 sheets in A-4 size)	10	No.		
6	HP SW-05 (pad of 100 sheets in A-3 size)	10	No.		
7	HP SW-03 (pad of 100 sheets in A-4 size)	10	No.		
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9	CWC/RD-7 (pad of 100 sheets in DFC size)	20	No.		
10	Discharge field Book	50	No.		
11	Hourly gauge reading book (sheet of 100 page in A-6 size)	50	No.		
12	Inspection register (Register of 200 sheets A-4 size)	40	No.		
13	Wireless logbook (Reg. of 100 sheets in A-4 size)	40	No.		
<b>GRAND TOTAL</b>					
<b>(Rupees ) only.</b>					

- I/we have carefully read the terms and conditions of the NIQ No. CWC/02/2018-19/MD/GNR Dated: 05/04/2018 and agree to abide by these in letter and spirit. The decision of the Executive Engineer, Mahi Division, CWC, Gandhinagar on any dispute arising out of the offer shall be binding on me/us.
- I/we agree to forfeiture of the EMD. If I/we fail to comply with all or any of the terms and conditions in whole or in part as laid down in the above quotation enquiry letter which would constitute and have force of contract between me/us and the Executive Engineer, Mahi Division, CWC, Gandhinagar, if I/We am/are declared a successful bidder.

Signature of quotationer with seal:

Address:  
Phone No:  
Fax No:  
Email Address: