

INDIAN INSTITUTE OF TECHNOLOGY, KANPUR
REGISTRAR'S OFFICE

IITK/RO/AR-2014-15/ 988
JULY 21, 2015

**TENDER NOTICE FOR INVITING QUOTATIONS FOR
PRINTING OF THE ANNUAL REPORT 2014-15**


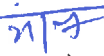
On behalf of the Board of Governors, IIT Kanpur, sealed quotations are invited on plain paper from the reputed Firms having its own printing press with sufficient experience, knowledge, expertise and infrastructure in the related field, for printing of 175 copies of the Annual Report (bilingual) in respect of IIT Kanpur for the Year 2014-15 on the following terms and conditions:

1. The Annual Report is required to be printed in the size, design, format, cover, setting and presentation similar to the Annual Report for the year 2013-14 which is available in the office of the undersigned for inspection of all concerned.
2. The inspection and details of the Annual Report can be had from the office of the undersigned between 10:00 hrs. and 17:00 hrs. on all working days, prior to the opening of the quotation.
3. No deviation, whatsoever, unless agreed to in terms of quality, size, design, format, cover, setting and presentation, shall be acceptable to the Institute. The decision of the Institute (IIT Kanpur) in this regard shall be final and binding on the Firm.
4. The Firms having the aforementioned qualifications may quote on the letter head of the Firm, the price for printing, binding and delivery at IIT Kanpur of 175 copies of the Annual Report, together with the undertaking as mentioned in para 5 below and deposit the same, along with the items mentioned in para 6 below, in a sealed cover, to the office of the undersigned by 17:00 hrs on 17.08.2015 (Monday). The rates quoted shall be deemed to be inclusive of all taxes/service charge etc.
5. The quotation must be accompanied with following undertaking by the Proprietor of the Firm:

“Having carefully examined the conditions and nature of the work as mentioned in the Notice No. IITK/RO/AR-2014-15/988 dated 21st July, 2015 and after having inspected the Annual Report for the year 2013-14, I/we have submitted the price, which, I/we understand, is inclusive of all taxes/service charge. I/We have my/our own 2/3/4/..... colour offset printing press and shall be able to deliver the printed copies of the Annual Report in respect of IIT Kanpur for the year 2014-15 within a period of 15 days. In case of any default or breach of conditions committed by me/us, I/we understand that the security deposit of Rs. 15,000/- that would be submitted by me/us, will be

forfeited by the Institute and I/we shall have no claim against the Institute in this regard.”

6. The quotation must be accompanied with two sheets of the paper (A-4 size) – one for the cover and the other for the text/contents of the Annual Report. Both sheets must contain the requisite details and quality of the paper, such as, make, brand & grammage (GSM) etc. The sheets must be authenticated by the person who has signed the quotation on the basis of Annexure-I.
7. The quotations from the Firms shall be received by the office of the undersigned by 17:00 hrs. on 17.08.2015 and the same will be opened at 17:00 hrs on 20.08.2015 in Room No. FB-209 of the Institute.
8. The exact number of pages that the Annual Report may contain shall be approximately 400 pages and is subject to minor variance. As such, the tenderers are also requested to indicate the rate chargeable by them per page (black & white /colour), which shall be adjusted against the actual number of pages that the Annual Report may comprise of. The payment shall be made only on the basis of the actual number of pages.
9. The Firm quoting lowest price may be awarded the work, on subjective satisfaction of the tender opening Committee constituted on this behalf. However, the Institute will not be under strict obligation to award the work to the Firm quoting lowest price. The successful firm shall be asked to deposit a sum of Rs. 15,000/- (Rupees Ten thousand only) by means of a Demand Draft payable to the “Registrar, IIT Kanpur”, which may be retained as Security Deposit against successful completion of the work.
10. The successful Firm will be provided with a CD containing the printing matter of the Annual report (bilingual) in respect of IIT Kanpur for the year 2014-15, along with the work order. The Firm will be required to submit a copy of the proof to the undersigned within the period mentioned in the work order.
11. The Institute reserves its rights to cancel the entire process of the tender/work without assigning any reason.
12. All legal proceedings shall be subject to the jurisdiction of the respective Courts in Kanpur only.


N.N. Kishore 
Professor-in-Charge (Admin.)

21st July, 2015

TENDER APPLICATION FORM
FOR PREPARATION OF ANNUAL REPORT 2014-15

Note: Quotation submitted under reference No. IIT/RO/AR 2014-15/____ dated 21st July, 2015

Sl. No.	Particular	Details (to be filled by the tenderer)	↓
1	Name of the Firm		
2	Proprietor's Name		
3	Have you executed any Govt. contracts or services related to printing during last one year		
4	Sales Tax Registration No.		
5	TIN No.		
6	Postal Address		
7	Mobile No.		
8	Telephone No.		
9	Fax No.		
10	E-mail ID		
11	Total estimated cost of Annual Report 2014-15 for 175 copies	= ₹	
Quality/make/brand/grammage:			
12	A4 size paper for inside text (B&W and colored printing)		
13	Cover page with lamination (with object highlighting)		
In case of additional pages required:			
14	A4 size B&W printing for per 4 pages	= ₹	
15	A4 size coloured printing for per 4 pages	= ₹	
16	Any other information which you consider necessary to furnish		

This is to certify that we have read all terms & conditions mentioned in the Tender Notice for printing of Annual Report 2014-15 and will follow the same after awarding the tender to the undersigned.

PROPRIETOR

TENDER NOTICE
INVITING QUOTATIONS FOR PRINTING OF THE
BILINGUAL ANNUAL REPORT FOR THE YEAR 2014-15

Sl. No.	Name of Firm	Contact Nos.	Sign. of Recipient
1.	M/s. Vediki Graphics Vadik Inter College NTPC Road, Dibiyapur Distt. Auraiya Contact Person: Mr. Sudhir Dubey	9412182376	
2.	M/s. Solar Press 96/2, Colonelganj, Kanpur Contact Person: Mr. Gopal Bhargava	2526226/2534799/ 2533133/2290226/ 2293539/2255133	
3.	M/s. Krishna Graph & Prints 109/306-B, Ram Krishna Nagar Kanpur -208 012 Contact Person: Mr. SK Bajpai	09839102926	
4.	M/s V K Printers & Publishers 3/165, Vishnupuri, Nawabganj Kanpur- 208 002 Contact Person: Mr. Vivek Gupta	0512-2561830 9807209065	
5.	M/s. Pragati Graphics 70/2, Block No. -7 Govind Nagar, Kanpur - 208 006 Contact Person: Mr. Harmohan Singh	2655681	
6.	M/s. Calcutta Printers H-1084, Keshawpuram Awasthi Vikas No.-1 Kanpur - 208 017 Contact Person: Mrs. Shalini Dwivedi	9889162992/ 9415478538/ 9450128246	
7.	M/s. Zed Creation 88/551, Chaman Ganj Kanpur - 208 001	0512-3026186 9838582232	
8.	M/s. Rolex Graphics 40/101, Mercantile Building, Hospital Road Parade, Kanpur - 208 001		
9.	M/s. Progressive Printers 96/2, Chunniganj Parade, Kanpur - 208 001		
10.	M/s Shagni Laserprints 117/N/01, Kakadeo, Kanpur Contact Person: Mr. Dhroopesh Shah	0512-2504518/ 0512-2504891 Mob: 9415131880	
11.	M/s. Cygnus Advertising (India) Pvt. Ltd. 8 th Floor, 'Saberwal House', 55B Mirza Ghalib Street, Kolkata -700 016	033-3002 1248 (Tel.) 033-3027 1548 (Fax)	
12.	M/s. Saraswati Printing Press IIT Gate, Kalyanpur Kanpur Contact Person: Mr. Dhaniram Pal	09838742468	
13.	IIT Kanpur website		