

No. C-11020/2013-14/NGMA
National Gallery of Modern Art
Jaipur House, India Gate,
New Delhi – 1100 03.

December 31, 2013

TENDER NOTICE

Sub : **Invitation of Price Bid for Supply and Printing of Calendar 2014 for Jawaharlal Nehru University (JNU).**

A. Back Ground

Jawaharlal Nehru University (JNU) is planning to bring out a Calendar for 2014. In this regard Director, National Gallery of Modern Art (NGMA) on behalf of JNU invites quotations under two bid system from 'A' class Printers registered / empanelled with Directorate of Printing (DoP), Govt. of India.

B. Scope of Work (SOW)

Printing and Supplying of 4000 Calendars with the following Specifications:

Job Name:- Calendar 2014 – JNU

Quantity	:	4000 Nos.
Size	:	17x 11.25 inch
No. of Leaf	:	13-14
Printing	:	4+4 Aqueous / UV varnish for cover and back page.
Paper	:	ITC sapphire graphic for cover and last leaf
Inside Leaf	:	130 gsm Magno matt / silky carpet for other leaf
Binding	:	Wiro binding in the centre (so that the calendar should open in the size 22.5 x 17 with i-lite hole on all page for hanging the calendar)
Packing	:	All calendars should be individually packed in Self Adhesive Silking envelope and further to be packed in big carton of 50 each for safe handling.
Scope of work	:	Complete turnkey work including proof reading, correction, editing prepress, correction of picture, Printing & Binding will have to be done by the printing agency. Complete machine proofs an actual paper shall be done before final approval to check the colours of the images.

The selected printers will be required to preserve plates and artwork for a minimum period of 3 months for reprints of additional copies, if required.

C. Eligibility criteria for bidding

'A' Class Printers registered/empanelled with Directorate of Printing, Ministry of Urban Development, Government of India need only respond.

Note: The firm should not have been black listed by any Central Govt./State Govt., an undertaking to be provided along with the proposal.

Previous experience of printing for Art Galleries of the same prestige as NGMA shall be given preference.

D. Deliverables

Time bound supply of entire quantity of Calendars as per the specifications mentioned under Scope of Work.

E. Payment Terms and Penalty Clause

1. The calendars would be delivered at the O/o. Public Relation Officer, Jawaharlal Nehru University, New Delhi.
2. The payment to the agency will be considered only after timely delivery of entire quantity duly recommended by the officer concerned from NGMA.
3. The payment will be made by the JNU. Supplier should, therefore, raise the bill in the name of the JNU.
4. No request of Advance Payment will be considered.
5. Payment will be released after submission of Bill in triplicate along with Delivery Challan.

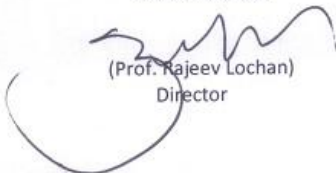
F. How to Apply

1. Technical bid should contain inter-alia the requisite proof of 'A' category empanelment with DoP, Proof of past experience of similar work, Paper Samples, signed copy of tender document as acceptance of terms and conditions, undertaking stating that the firm is not blacklisted/ delisted by any other Govt. Dept. in the past. Technical bid should be kept in a separate sealed cover.
2. Financial Bid should contain the total cost (taxes extra) for supply of Calendars as defined in scope of work and should be kept in a separate sealed envelope.

Both the envelopes should be kept in a master envelope super scribing with "Bid for Supply & Printing of Calendar 2014 for JNU".

The quotations should be addressed to **the Director, National Gallery of Modern Art, Jaipur House, India Gate, New Delhi – 110003** and should reach on or before 07.01.2014 by Speed Post or the Tender Box kept at Gate No. 1 of NGMA, New Delhi.

Yours sincerely,


(Prof. Rajeev Lochan)
Director