

National Gallery Modern Art

Jaipur House, India Gate, New Delhi -110003

TENDER NOTICE

Tender No. C(S) - 02 (Publication)/2021-22/NGMA

Subject: Inviting Quotations for printing and supplying of catalogue, magazine, portfolios, reproduction, brochure and booklets etc. for NGMA, New Delhi

Date: 4 Feb 2022

1.0 Brief

National Gallery of Modern Art, Ministry of Culture, Jaipur House, India Gate, New Delhi invites quotations from reputed agencies & registered agencies impaneled with Directorate of Printing (DoP)/DAVP in class 'A' category for printing and supplying of catalogue, magazine, portfolios, reproduction, brochure and booklet of various sizes for National Gallery of Modern Art, New Delhi.

2.0 About NGMA

National Gallery of Modern Art (NGMA), a subordinate office under the administrative control of the Ministry of Culture, invites technical and financial bids from experienced agencies for appointment as Fine Art Handling Agent for a period of two years to perform the following jobs/ services related to visual and plastic art, photographic exhibitions to be organized in India and abroad.

The principal aims and objectives of the National Gallery of Modern Art:

- To acquire and preserve works of modern art from 1850s onward.
- To organize, maintain and develop galleries for permanent display.
- To organize special exhibitions not only in its own premises but in other parts of the country and abroad.
- To develop an education and documentation centre in order to acquire, maintain and preserve documents relating to works of modern art
- To develop a specialized library of books, periodicals, photographs and other audio-visual materials
- To organize lectures, seminars and conferences, and to encourage higher studies and research in the field of art history, art criticism, art appreciation, museology and the inter-relations on visual and performing arts.

3.0 Tenure of Contract:

The tenure of the supply contract shall be initially for a period of **One (1) year**. The tenure can be extended for a further period of one (1) year, on successful performance of the supplier and on mutually agreeable terms & conditions.

4.0 Bidders Eligibility Criteria:

1. The intended tenderer should also have successfully completed at least five similar works during the last three years in a Government Organization/PSUs/Museum /Gallery of repute. For establishing the same, the bidder should submit copies of work orders issued on them as well as copies of work completion certificates of the same work.
2. The agencies/firms should have been empanelled with Directorate of Printing / DAVP in the Class 'A' category of Offset Printing.
3. Bidders should have the experience of large scale in-house printing of publications, catalogue, magazine, portfolios, reproduction, brochure and booklet etc., by Offset Printing Process, Binding and Packing in government / public sector undertakings.
4. The bidder should have registered an office and/or authorized branch/office in Delhi-NCR area.
5. NGMA may inspect any of those at its discretion to verify the credentials of the bidder for the qualifying works indicated above for which the Bidder shall provide references (including Referee names and contact details) in respect of the projects implemented.
6. The bidder should provide documentary proof for the above in the form of a work order / supply order / contract document / testimonial.
7. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:
 - a. Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
 - b. Record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
8. The bidder should have PAN/TAN/GST/TIN registration in their name.
9. The bidder should have their work place located within the National Capital Territory of Delhi equipped with machine and other equipment specified in this tender document (Annexure A). The said work place of a successful bidder would be inspected by the National Gallery of Modern Art before award of Rate Contract.
10. The bidder should have executed a single order of at least Rs. 5 lakhs in the last three years.

11. The average annual turnover of the bidder should be at least Rs.10 lakhs per annum during the last three consecutive Financial Years ending 2020. It should be duly audited and certified by a registered Chartered Accountant.
12. It should not have been blacklisted by any Government organization.
13. Timely submission of quality work is the important condition of the contract, failing which the Director General (NGMA) deserves the absolute right to cancel the work order, without giving any reason and appointing a new agency.
14. Legal dispute, if any, would be subject to the Delhi jurisdiction.
15. Performance Security Deposit: The successful bidder shall deposit 3% of the Bid value as Performance Security Deposit in the form of Bank Guarantee / Fixed Deposit Receipt drawn in favour of the Drawing and Disbursing Officer, National Gallery of Modern Art, New Delhi, in order to safeguard the interest of the department in all respect. The security deposit shall remain valid for a period of 90 days beyond the date of completion of all contractual obligations of the successful bidder. The Security deposit will be forfeited in case non-compliance of the terms and conditions of the Tender Document.
16. Bid Security Declaration Form (Annexure 'D') should be submitted with the documents
17. Documentary evidence should be given in support of the above.
18. The Printer shall have to submit a few published samples of Articles / materials published during the last three years for any reputed Museums of standing /Govt. Organisation / PSUs.
19. NGMA holds exhibitions of National/International Artists/Sculptors/Architects of world fame and these exhibitions are inaugurated and visited by international dignitaries. Therefore the printing work of NGMA being of international standards requires world class quality of printing and time bound execution even in utmost adverse circumstances. Therefore, the firms/agencies must have suitable infrastructure to print and deliver as per NGMA quality norms. Low quality and sub standard printing will be rightly rejected at Agency/Firm cost and the Agency/Firm can be black listed. Nocompensation will be paid for the rejected material.

5.0 Instructions to Bidders:

- a) Mode of Tendering: e-Tendering through Central Public Procurement Portal (CPPP)
- b) Validity of Bids: 90 (Ninety) days from the date of opening of tender.
- c) The tenders are invited under two bid system i.e. Technical Bid and Financial Bid.

- d) The successful Tenderer will have to deposit a Performance Security Deposit for a sum of 3% of the estimated annual order value within 15 days of the receipt of the formal order or Letter of Acceptance (LOA).
- f) Estimated annual order value is about Rs. 15 lakhs (Fifteen Lakhs only).
- g) All entries in the tender form should be legible and filled clearly. If the space for furnishing of information is insufficient, a separate sheet may be attached. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the Technical Bid Application must be signed by the person authorized to sign the tender bids.
- h) The Technical Bid shall be opened first on the scheduled date and time, in the office of In-Charge Publication, NATIONAL GALLERY OF MODERN ART, New Delhi in the presence of the representatives of the Company/Firm/Agency, if any, who wish to be present on the spot at that time. The Technical Bids shall be evaluated by a Tender Committee.
- i) Financial bids of technically qualified, eligible bidders, meeting all the requisite criteria only shall be opened on a date and place to be notified later in CPPP site.
- j) The bidder shall submit the Technical & Financial bids as per the format enclosed at Annexure – A, B&C. Failure to submit bids as per format will be summarily rejected.
- k) This Office shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by the contractor during the course of their performing the functions/ duties or for payment towards any compensation.
- l) Cutting/overwriting etc. in the Financial Bids will not be accepted.
- m) Bidders may please quote their unconditional rates strictly as per schedule of goods enclosed for the period of (ARC) annual rate contract.
- n) In case the supplier is not able to deliver/supply the Material/goods as per the requirement by the competent authority of NGMA for which the order has been placed within the stipulated period, the supply order shall be cancelled and earnest money / security deposit would be forfeited.
- o) In special cases the order should be executed within one week i.e. the items should be delivered to NATIONAL GALLERY OF MODERN ART within one week of the placing of order.
- p) Contact Details: In-Charge Publication, NATIONAL GALLERY OF MODERN ART, Jaipur House, India Gate, New Delhi-110001.

6.0 Mode of Operating the Supply Contract and Payment Terms:

NATIONAL GALLERY OF MODERN ART shall place work order to the successful bidder/contractor for work/supply of items. The Contractor should supply the items in requisite quantity as indicated in the purchase order as a **when required basis**. The Bidder/Contractor shall raise a bill along with supply for release payment. The Payment shall be released only after receipt and acceptance of supplied ordered items in good condition at NATIONAL GALLERY OF MODERN ART, New Delhi.

7.0 Terms & Conditions of the Contract:

A General:

- 1) The tenderer shall abide by the details furnished by it to this office, while submitting the tender or at any subsequent stage. In case any of the documents furnished by it is found to be false at any stage, it would be deemed to be a breach of terms of contract, making the tenderer liable for legal action besides the termination / cancellation of contract, legal action for damages at the sole discretion of the Director General, NATIONAL GALLERY OF MODERN ART, New Delhi and in such eventuality, the Earnest Money Deposit shall be liable to be forfeited.
- 2) The contracting Company/Firm/Agency/Supplier shall not be allowed to transfer, assign, pledge or sub-contract /Sub-letting its rights and liabilities under this contract to any other agency without the prior written consent of this Office.
- 3) Financial bids of only those tenderers who are declared technically qualified shall be further evaluated by the Technical Evaluation Committee.
- 4) The Director General, NATIONAL GALLERY OF MODERN ART, New Delhi reserves the right to terminate the contract by giving one month's notice.
- 5) This office reserves the right to award the contract or part thereof to one or more tenderers whose rate may not necessarily be the lowest. The decision of Director General, NGMA, New Delhi in this regard shall be final and binding.
- 6) Failure by the contractor to comply with any statutory requirements and/or the terms of the agreement during the period of contract will result in termination of the contract and subsequent disqualification from participation in any future tender of the department.
- 7) Director General, NGMA, reserves the right to increase or decrease the quantities at any point of time depending upon the exigencies.
- 8) The consignment of items shall have to be delivered at the premises of National Gallery of Modern Art at Jaipur House, India Gate, New Delhi free of cost and the rates quoted should be inclusive of packing, forwarding and delivery at NGMA.
- 9) The material used for production of these items should be of high quality and no substandard items/ articles would not be acceptable. Samples of catalogue, reproductions and other publication material and its packing material, etc., can be seen at NGMA on demand.
- 10) The tenderer shall submit the dummy of the items and obtain approval of the Director (NGMA) before going in for final production / printing.

- 11) Time bound supply of any quantity as per the specifications is the essence of the contract, items may be required at short notice also.
- 12) The payment to the agency will be considered only after timely delivery of the entire quantity in good condition.
- 13) The printer shall take every care to see that no part of the work falls into unauthorized hands. The work should be executed in security conditions. All proofs, trial copies, spare copies, copies printed in excess or copies otherwise spoiled must under no circumstances be thrown away, passed on to any other persons, sold or destroyed. All such material should be returned to the O/o. Director, National Gallery of Modern Art, New Delhi along with the printed copies. No cost on such material will be paid to the supplier. In the event of such a material having been sold, destroyed/passed on to another party or misused or otherwise not returned, the Director (NGMA) would be competent to impose a penalty of Rs. 50,000/- (Rupees Fifty Thousand only) and further he/she will be at liberty to recover from the printer's bill or from any other money due to the printer without prejudice to any other rights of the Government of India.
- 14) The requisite payment shall be released after due delivery of the items at NGMA in good condition and no advance amount shall be payable on order.
- 15) Payment will be released after submission of Bill in duplicate along with delivery challan. The payments for the supply will be effected through Electronic Transfer / RGTS and the tenderers are required to furnish their Bank Details, as and where necessary.
- 16) The images and designs, etc., would be supplied by NGMA.
- 17) The rates quoted should be all inclusive, including charges for colour corrections / scanning, provisions for preparation of EPSON / digital proof before final printing, packing and delivery of consignment at the premises of NGMA, New Delhi.
- 18) Successful bidder should be capable of producing and supplying the items at short notice.
- 19) Tax deduction at source (TDS) will be levied as per Rule.
- 20) The NGMA reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Director General, NGMA in this regard shall be final and binding on all.
- 21) The Contract shall be further subject to such other terms, conditions and instructions as may be imposed / issued by the NGMA from time to time.
- 22) **Termination Clause:** The contract can be terminated anytime without assigning any reason / notice by the National Gallery of Modern Art.
- 23) NGMA holds exhibitions of National/International Artists/ Sculptors/Architects of world fame and these exhibitions are inaugurated and visited by international dignitaries. Therefore the printing work of NGMA being of international standards requires world class quality of printing and time bound execution even in utmost adverse circumstances. Therefore, the firms/agencies must have suitable infrastructure to print and deliver as per NGMA quality norms. Low quality and sub standard printing will be rightly rejected at Agency/Firm cost and the Agency/Firm can be black listed. No compensation will be paid for the rejected material.

B. Fraud and Corrupt Practices:

1. The applicant and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, this Office (NATIONAL GALLERY OF MODERN ART) may reject any application without being liable in any manner whatsoever to the applicant if it determines that the applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
2. Without prejudice to the rights of this Office under Clause (i) herein above, if an applicant is found by this Office to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice etc.

C. Legal:

1. The contractor shall also be liable for depositing all taxes, levies, cess, etc. on account of service rendered by it to concerned tax collection authorities from the time to time as per extant rules and regulations on the matter.
2. The supplier/contractor shall maintain all statutory registers under the applicable laws. The contractor shall produce the same, on demand, to the concerned authority of this Office or any other authority under Law.
3. The Tax Deduction at Source (T.D.S.) shall be deducted, as and when applicable, as per the provisions of Income Tax Act, as amended from time to time and a certificate to this effect shall be provided to the contractor/supplier by this Office.
4. In case, the contractor fails to comply with any statutory/ taxation liability under appropriate law and as a result thereof this Office is put to any loss/ obligation, monetary or otherwise, this Office (NATIONAL GALLERY OF MODERN ART) will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms. NATIONAL GALLERY OF MODERN ART deserves the right to split the quantity of items among bidders.
5. The successful tenderer will have to deposit a Performance Security Deposit for a sum as mentioned in the instructions to the bidder at the time of placing the work order within 15 days of the receipt of the formal order.
6. The Performance Security Deposit should remain valid for a period of Six months or 180 days beyond the date of completion of all the contractual obligations of the supplier, whichever is later. This Office will not pay any interest on the Performance Security Deposit.

7. In case of breach of any terms and conditions stipulated in the contract, the Performance Security Deposit of the contractor will be liable to be forfeited by this Office besides annulment of the contract.

E. Others

1. All disputes arising out of this contract shall be subject to the jurisdiction of Courts of New Delhi. However, no dispute shall be taken by either of the parties to the contract, to any court of law without first referring it to an Arbitrator, who will be appointed by Director General, NATIONAL GALLERY OF MODERN ART, New Delhi.

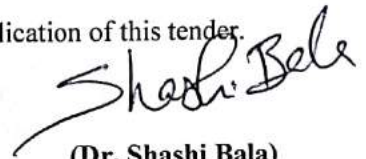
2. NATIONAL GALLERY OF MODERN ART, New Delhi reserves the right to withdraw/ relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties.

3. NATIONAL GALLERY OF MODERN ART reserves the right to call for any further information from bidder(s).

4. Notwithstanding above, NATIONAL GALLERY OF MODERN ART deserves the right to reject any or all offer (s) /bid (s) without assigning any reason. No representation in this regard (rejection of offers/bids) will be entertained by NATIONAL GALLERY OF MODERN ART.

5. NATIONAL GALLERY OF MODERN ART reserves the right to split the quantity among successful bidders.

The last date for receipt of application is: within 21 days from the date of publication of this tender.



(Dr. Shashi Bala)
Curator & In-Charge Publication
National Gallery of Modern Art, New Delhi

Inviting Quotations for Printing and supplying of catalogue of various sizes for NGMA, New Delhi

ANNEXURE-‘A’

S.No.	Description & Specification	Rate	Taxes etc.,(Pl. specify)
1.	<p><u>Catalogue – I</u></p> <p>Size: 22.5 cm x 29.5 cm</p> <p>Cover: 300-330 gsm High quality fine coated paper with Texture, Indian make</p> <p>Paper: 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Images : 70 (approx.)</p> <p>No. of Pages: 92 + 4 cover pages</p> <p>Printing: 4 to 5 colours on Cover and for images in text pages (as per design and requirement for the perfect colour reproduction of pictures)</p> <p>Special Feature: Anti Scratch, aqueous / anilox online coating on all pages.</p> <p>Binding: Section Sewing + PUR Perfect binding with die creasing on cover.</p>		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		

(iv)	2000 Nos		
1 (a)	Charges for additional pages of text + Images per pages		
1 (b)	Additional charges for Hard Bound Cover with Duct Jacket and Hardbound Case for outer cover of book. Document case will be made from imported board with Laminated Art Paper passed around it having 4 color printing.		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		
(iv)	2000 Nos		

2.	<p><u>Catalogue – II</u></p> <p>Size : 230 x 316 mm (Close)</p> <p>Jacket : 320 x 740mm (Open)</p> <p>Pages : 160 + End Paper + PLC + Jacket</p> <p>Paper : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Jacket paper: 150-170 gsm High quality fine coated paper with Texture and with 25 micron thermal High Gloss lamination, Indian make</p> <p>Printing : Multi colour with online aqueous varnish- Saturn /matte finish</p> <p>Outer case : High quality 3 mm Light grey board covering material with textured design in self.</p> <p>Binding : Round back, made on automatic hard casing in line with high quality silk head & tail bands. High quality Goss to be used to hold the books block to the case.</p> <p>The binding to be done of high quality standard as per sample available with NGMA. The Section Sewing to be done is an Aster/Kolbus automatic sewing machine with very fine needle holes.</p>		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		
(iv)	2000 Nos		

2 (a)	Charges for Additional pages of text + images Per Pages		
3.	<p><u>Catalogue – III</u></p> <p>Size : 7" x 9.75" (Portrait/Landscape)</p> <p>Paper</p> <p>Cover: 300-330 gsm High quality fine coated paper with Texture, Indian make</p> <p>Inside : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Text : 6000 words (Approx.)</p> <p>Images : 140-50 images (approx)</p> <p>No. of : 144+4 cover pages</p> <p>pages</p> <p>Printing: 4 to 5 colours on Cover and images in text pages (as per design and requirement for the perfect colour reproduction of pictures)</p> <p>Special Feature: Anti Scratch, aqueous / anilox online coating on all pages / UV on cover.</p> <p>Binding: Section Sewing + Perfect binding with die creasing on cover.</p>		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		

(iv)	2000 Nos		
3 (a)	Charges for additional pages of text + images Per Pages		
4.	<p><u>Catalogue – IV</u></p> <p>Size : 230 x 304.8 mm (Close)</p> <p>No. of page : 152 + 8 endpages</p> <p>Processing : 100-120 paintings colour corrections /modification on system & colour machine proof will be done by the printer.</p> <p>Text Paper : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>End Paper : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Printing : 4 x 4 + aqueous silk coating for both text & endpaper.</p> <p>Binding : The binding to be done of High quality standard as per sample available with NGMA.</p> <p>The Section Sewing to be done is an Aster/Kolbus automatic sewing machine with very fine needle holes, high quality silk head & tail bands. High quality Crap Goss to be used to hold the books block to the case.</p> <p>Hard Case : Made of 3 mm High quality board.</p> <p>PLC : High Quality covering material with 4+0 printing.</p> <p>Colour Printing : Gold Foil at 2-3 places front and spine</p> <p>Jacket : 150-170 gsm High quality fine coated paper with Texture, Indian make in open size 310 x 690mm approx (Open size)</p> <p>Printing : 4 x 0 colour + aqueous silk coating</p>		

	Packing : Each copy is a silking / shrink pack and after that 10 copies in a corrugated box.		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		
(iv)	2000 Nos		
4(a)	Charges for additional pages of text + images Per Pages		
4(b)	Additional charges for Hard Bound Cover with Duct Jacket and Hard Bound Case for outer cover of book. Document case will be made from imported board with Laminated Art Paper passed around it having 4 color printing.		
(i)	500 Nos		
(ii)	1000 Nos		
(iii)	1500 Nos		
(iv)	2000 Nos		

5.	<p>Catalogue – V</p> <p>Size : 25cm x 29cm (Close)</p> <p>No. of page : 152 + 8 endpages</p> <p>Processing : 100-120 paintings colour corrections /modification on system & colour machine proof will be done by the printer.</p> <p>Text Paper : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>End Paper : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Printing : 4 x 4 + aqueous silk coating for both text & endpaper.</p> <p>Binding : The binding to be done of High quality standard as per sample available with NGMA.</p> <p>The Section Sewing to be done is an Aster/Kolbus automatic sewing machine with very fine needle holes, high quality silk head & tail bands. High quality Crap Goss to be used to hold the books block to the case.</p> <p>Hard Case : Made of 3 mm High quality board.</p> <p>PLC : High Quality covering material with 4+0 printing.</p> <p>Colour Printing : Gold Foil at 2-3 places front and spine</p> <p>Jacket : 150-170 gsm High quality fine coated paper with Texture, Indian make in open size 310 x 690mm approx (Open size)</p> <p>Printing : 4 x 0 colour + aqueous silk coating</p> <p>Packing : Each copy is a silking / shrink pack and after that 10 copies in a corrugated box.</p> <p>Note : i) Sample papers of the same need to be submitted along with the quotation / tender for the approval.</p> <p>ii) Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by a</p>		
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	qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.		
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(i)	500 Nos	Each			
(ii)	1000 Nos	Each			
(iii)	1500 Nos	Each			
(iv)	2000 Nos	Each			

6.	<p>Catalogue – VI</p> <p>Size : 17.3 cm x 24.4cm (Portrait/Landscape)</p> <p>Outer cover: 18.2 cm x25 cm</p> <p>Paper</p> <p>Cover: 300-330 gsm High quality fine coated paper with Texture, Indian make</p> <p>Inside : 150-170 gsm High quality fine coated paper with Texture, Indian make</p> <p>Text : 6000 words (Approx.)</p> <p>Images : 140-50 images (approx)</p> <p>No. of : 144+4 cover pages</p> <p>pages</p> <p>Printing: 4 to 5 colours on Cover and images in text pages (as per design and requirement for the perfect colour reproduction of pictures)</p> <p>Special Feature: Anti Scratch, aqueous / anilox online coating on all pages / UV on cover.</p> <p>Binding: Section Sewing + Perfect binding with die creasing on cover.</p> <p>Note : i) Sample papers of the same need to be submitted along with the quotation / tender for the approval.</p> <p>ii) Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>	Each			
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(i)	500 Nos	Each			
(ii)	1000 Nos	Each			
(iii)	1500 Nos	Each			
(iv)	2000 Nos	Each			

**SPECIFICATIONS FOR PRINTING AND SUPPLYING OF REPRODUCTIONS,
PORTFOLIOS, GREETING CARDS AND EXHIBITION BOOKLET ETC., FOR NGMA,
NEW DELHI.**

S.No.	Description & Specification	Rate	Taxes etc. Please specify
1.	<p>-</p> <p><u>Portfolio 15" x 20" (With Cover and 6 leafs inside)</u></p> <p>a) Portfolio cover</p> <p>Size : 15" x 20" finished</p> <p>Open size 30x20 inch + Spine and Pocket</p> <p>Colour : 4 + 0</p> <p>Paper : 300 gsm ITC pearl graphic card / JK Ultima.</p> <p>Fabrication : Die cutting, creasing & shrink wrapping after inserting printed posters.</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>b) Inside sheets</p> <p>Size : 14" x 19"</p> <p>Colour : 4+0</p> <p>Paper : 300gsm ITC pearl graphic card / 170 GSM Indian Make Art</p> <p>Qty. : 6 kinds</p> <p>Fabrication : Cut to size</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by qualified person and thereafter colour Epson proof of all picture and after that jumble colour machine proof required for approval.</p>		

2.	<p><u>Portfolio 18" x 21" (With Cover and 6 leafs inside)</u></p> <p>Portfolio Envelope</p> <p>Size : 18" x 21" Finished Open size 36x21 inch + spine and pocket.</p> <p>Colour : 4 + 0</p> <p>Paper : 300 GSM ITC Pearl Graphic Card / JK Ultima</p> <p>Proofing Cost : As per set basis</p> <p>Fabrication : Die Cutting, creasing, Pasting Shrink wrapping after inserting printed posters.</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Inside leaf</p> <p>Size : 17" x 20"</p> <p>Colour : 4 + 0</p> <p>Paper : 300 GSM ITC Pearl Graphic Card / JK Ultima</p> <p>Fabrication : Cut to size</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by qualified person and thereafter colour Epson proof of all picture and after that jumble colour machine proof required for approval.</p>		
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3.	<p><u>Colour Reproduction- Big</u></p> <p>Size : 22" x 35"</p> <p>Printing : (4+0)</p> <p>Offset multi colour throughout on one side of the paper.</p> <p>Paper : 170 GSM Indian Make Art paper mat finish.</p> <p>Binding : Each sheet to be cut separately and packed in a carton of 100 /200 each.</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>		
4.	<p><u>Colour Reproduction – Small</u></p> <p>Size : 17" x 24"</p> <p>Printing : (4+0) Offset multi colour throughout on one side of the paper.</p> <p>Paper : 170 GSM Indian Make Art paper mat finish.</p> <p>Binding : Each sheet to be cut separately and packed in a carton of 100 / 200 each.</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>		

5.	<p><u>NGMA Leaflet</u></p> <p>Open Size : Width – 23.0 cm; Height - 15.0 cm</p> <p>Closed Size : W - 11.5 cm; H - 15.0 cm</p> <p>Cover Pages : 4</p> <p>Color : 4+4</p> <p>Cover Paper : 170 GSM Indian Make Art paper mat finish.</p> <p>Inside Pages : 36</p> <p>Paper : 130 GSM Indian Make Art paper mat finish.</p> <p>Fabrication : Centre Stitch</p> <p>Coating : Anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be</p> <p>done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>		
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6.	<p><u>Exhibition Booklet for Distribution (Small)</u></p> <p>Open Size : Width – 23.0 cm; Height - 15.0 cm</p> <p>Closed Size : W - 11.5 cm; H - 15.0 cm</p> <p>Cover Pages : 4</p> <p>Color : 4+4</p> <p>Paper 170 GSM Indian Make Art paper mat finish.</p> <p>Inside Pages : 16</p> <p>Fabrication : Centre Stitch</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be</p> <p>done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>		
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7.	<p><u>Exhibition Brochure / Leaflet – A5 size</u></p> <p>Size : A5 (14.8x21cm) Color : 4+4 Paper : 170 GSM Indian Make Art paper mat finish. Pages: 16 {(4 (cover) + 12(inside))} Fabrication : Centre Stitch</p> <p>Coating : Anti scratch, matte finish, anilox online coating on all pages.</p> <p>Note : Perfect colour correction of images of paintings / photograph, etc., will be done by the Printer on system by a qualified person and thereafter colour Epson proof of all pictures and after that jumble colour machine proof required for approval.</p>		
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Note : i) *Printing and fabrication should be carried out to high quality close tolerances, supported by stringent in-house quality inspection to ensure fabrication results of superior quality.*

- ii) Perfect colour correction of images of paintings / photographs, etc., will be done by the Printer on system by a qualified person and thereafter colourEpson proof of all pictures and after that jumble colour machine proof required for approval.
- iii) Each book is to be wrapped / packed in suitable size thick 55 micron sealking.
- iv) Printer will have to check each copy thoroughly before packing / dispatch and will ensure that all copies are free from any printing / binding or any other defect. Printers should also certify that all bulk copies printed and supplied conform in respect of quality / papers and matches to sample copies submitted in this office.

Tender No. C(S) - 02 (Publication)/2021-22/NGMA

Inviting Quotations for Printing and supplying of catalogue of various sizes for NGMA, New Delhi

ANNEXURE – 'B'

TECHNICAL BID

Sl. No.	Details	Details	Page Nos.
		(to be filled by the bidders)	
General Information			
1.	Name and Full Address of the bidder with Tel. No, E-mail & Fax Number (s) and Contact person		
2.	Status of the bidder: - Company / Partnership Firm/ Proprietorship firm – Please specify		
3.	In case of Company – please enclose Memorandum and Articles of Association along with certificates of incorporation, if company is a public limited then the certificate for commencement of business also to be enclosed.	Submitted/ Not Submitted	

4.	In case of Partnership Firm – please enclose Certificate of Registration under the Partnership Act, 1932, along with valid partnership deed.	Submitted/ Not Submitted	
5.	In case of Proprietorship or Individual – please enclose a declaration on the letterhead	Submitted/ Not Submitted	
6.	Compliance of statutory laws – please i) Copy of PAN card ii) Copy of Registration Certificate under GST	Submitted/ Not Submitted	
8.	The bidder should be in the business of similar work of digital printing for the last three years and should have in house infrastructure for the work.	Submitted/ Not Submitted	
9.	The bidder should have executed a single order of at least Rs. 3 lakhs in the last three years.	Submitted/ Not Submitted	
10.	The average annual turnover of the bidder should be at least Rs. 10 lakhs in the last three years.	Submitted/ Not Submitted	
11.	The bidder should have registered an office and/or authorized branch/office in Delhi-NCR area.	Submitted/ Not Submitted	
12.	It should not have been blacklisted by any	Submitted/ Not	

	Government organization.	Submitted	
13.	A list of similar jobs undertaken and the details of their clients including galleries / museums may be attached with the Quotation.	Submitted/ Not Submitted	

Date:

Official Seal

Signature of the Tenderer/

Constituted Attorney

Note: -

- 1) The Technical bids received shall be evaluated on the basis of eligibility criteria.
- 2) Non submission of any of the documents listed in 'Mandatory Criteria', mentioned above, shall lead to summarily rejection of the offer. No further correspondence in this regard will be made. However, clarification may be asked on the 'General Information' mentioned above.

DECLARATION

1. I/We, ----- Son / Daughter / Wife of Shri-----

Proprietor /Director/Authorized signatory ofthe
Company/Firm/Agency, mentioned above, is competent to sign this declaration and execute this
tender document;

2. I/We have carefully read and understood all the terms and conditions of the tender and undertake
to abide to them;

3. The information/ documents furnished along with the above application are true and authentic to
the best of my knowledge and belief. I / we, am/ are well aware of the fact that furnishing of any false
information/ fabricated document would lead to rejection of my tender at any stage besides liabilities
towards prosecution under appropriate law.

4. I/ We _____ do hereby declare that
the entries made in the above are true to the best of my / our knowledge and also that we shall be
found by the acts of my 'our duly constituted attorney.

5. I/ we hereby understand that the submission of offers / bids does not guarantee awarding the work.
I/ We further understand that in case of any information submitted by me / us being found to be
incorrect either before or even after the award of license, NATIONAL GALLERY OF MODERN
ART will have the right to summarily reject the bid, cancel the License or revoke the same with
forfeiture of EMD / Security Deposit and license fee including debarment for a period of 3 years at
any time without assigning any reason whatsoever.

(Signature of Applicant (s))

Name _____

Date:

Seal

Address:

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ANNEXURE – 'C'

Equipment and Machine specifications:

Therefore the firms/agencies participating in the tender process of NGMA must have the following basic minimum infrastructure in house and owned by the firm to become eligible to participate in the tender process :-

A. Pre Press Section

1.	Typesetting through DTP in Hindi/English/and other Indian Regional Languages including designing facility.	8-10 Workstations
2.	In House CTP (Computer to Plate) with upto 650 lpi	1

B. Process Section

1.	Having in house facility for Colour Scanning, System Work, colour correction, Epson proofer with computerised plate processor	1
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C. Printing Section

1.	Single/Double Colour offset printing machine of A-1 size	1
2.	Four/Five Colour CPC programmed sheet fed automatic machine with online Anilox Coating facility in A-1 Size.	1

3.	Four/Five Colour CPC programmed sheet fed automatic machine with online Anilox Coating facility in A-2 Size	1
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D. Binding Section

	Automatic programmed folding machine A-1 Size.	
	Programmed Cutting Machine 42"	
	Three Knife Trimmer	
	Automatic Saddle Stitching 6-12 stations	
	Wire-o Stitching Machine	
	Automatic Programmed Section Sewing Machine	
	Programmable Perfect binding machine (4-8 clamps)	
	Thermal Lamination Machine	

E. Power Backup

1.	Generator backup (Minimum 200 kva) should be available for uninterrupted supply to all machines / equipment's	1
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F. Storage Space - Secured space