



ODISHA FORESTRY SECTOR DEVELOPMENT PROJECT
SFTRI Campus, At/Po-Ghatikia, Bhubaneswar-751 029

No. 2706 /OFSDP-98/2007 (Vol-VI)

Date: 20.12.2016

Quotation Call Notice for Printing of Book

Sealed quotations are invited from Bhubaneswar based printers for printing of a book titled 'Udvida sangrah'. Details of terms & Conditions of the quotation call notice may be downloaded from website www.ofsds.in. Last date for receipt of offers is 5.00 PM of 05.01.2017.

Deputy Project Director (A&F)

Terms of Reference

1. Quotations are invited from Bhubaneswar based printers in a sealed cover superscribed as “Quotation for printing of Book” and addressed to “Deputy Project Director (A&F), OFSDP, Bhubaneswar” for printing of the book “Udvida Sangrah” in ¼ Demy size, cover 4 pages 300 GSM Art Board paper & print multi colour, inner (total 268 pages) 236 pages in 90 GSM map litho paper in Black & White & 32 pages in 130 GSM mat finished paper print in multi colour. Rates shall be quoted for 400 copies inclusive of all (cost of paper, printing, gum binding and inclusive of all taxes) along with +_ 4 inner pages for B&W colour and for multi colour. Manuscript for print shall be provided from PMU in soft copy.
2. Quotation shall be accompanied by sample pieces of paper (90 GSM map litho, 130 GSM Mat finished & 300 GSM Art Paper). The final output shall be delivered at PMU of Odisha Forestry Sector Development Project within 15 days of issue of work order.
3. The Printing firm must have the establishment at Bhubaneswar. The firm should have all the legal valid documents like PAN, TIN, VAT Clearance Certificate, etc.
4. The successful bidder has to deposit the security money of `Rs.1000/- (one thousand only) in shape of Demand Draft in favour of “Orissa Forestry Sector Development Society”, payable at Bhubaneswar. This amount will be returned after successful completion of the assignment and this will not bear any interest.
5. The scope of printing and related matters can be discussed with Deputy Project Director (P&A) of this office.
6. The firm has to complete the printing assignment within the stipulated time. If the time gets extended without prior approval of Project Director, the Firm will be charged fine on weekly basis @ 5% of the total assigned amount till the final output reaches the office.
7. If the firm is failed to produce the book as per the specified material, fine will be imposed according to percentage and page basis on assigned amount.
8. Payment of the assignment will be released within 15 days from the receipt of the copies of the books.
9. The quoted rate will be valid for a period of 12 months from the date of work order.
10. The Firm has to follow all guidelines for printing of the book as specified/described in the ToR.
11. Quotations submitted without requisite documents and after scheduled date & time shall be summarily rejected.
12. Project Director, OFSDP has the authority to cancel the order at any point of time if any irregularities came to light.

13. The OFSDP reserves the right to accept or reject any or all Quotations without assigning any reason thereof.
14. Any dispute arising from this assignment is subject to Bhubaneswar jurisdiction only.

Sd/-

Dy. Project Director(A&F)

OFSDP, Bhubaneswar