



**National Institute for Empowerment of Persons with Multiple Disabilities (Divyangjan)**

(Department of Empowerment of persons with Disabilities (Divyangjan),  
Ministry of Social Justice & Empowerment, Govt. of India]  
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NIEPMD/Pur 4(03)/2017-18

02<sup>nd</sup> Nov 2017

To,

**All Reputed Agencies**

**Sub: - INVITATION OF QUOTATION FOR PRINTING OF ANNUAL REPORT 2016-17**

Sir,

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is established by Government of India to provide various services to persons with Multiple Disabilities. The institute inviting e-tenders for printing of Annual Report from reputed agencies & printers having proven track record in field of printing work. Interested bidders can apply on line through NIC e-procurement portal URL "<http://eprocure.gov.in/eprocure/app>". The tender document can also be downloaded from our website [www.niepmd.tn.nic.in](http://www.niepmd.tn.nic.in). Bidder must be in printing business for last 05 years. Must have completed such 05 similar work during last 02 Years (Designing & Printing of such books). Copy of work order and completion certificate to be uploaded with bid. **Bidder must have its registered and operational office at Chennai / Tamilnadu, Proof to be uploaded.**

You are requested to send the competitive quotes through e-tender process for designing, printing and supplying of Annual Report as per following details

Sl. No	Description of Items	Qty.
01	<b>Annual Report 2016-17</b> (1) Size of Book – ¼ Demy (2) Total No. of Pages:- 280 (Approximately) (3) Cover Pages : 04 (4) Full Colour (5) Paper: <b>Imported Matt 130 GSM (Glazy Paper) for inside pages &amp; Imported Matt 300 GSM for Cover. ((6) Pictures included (7) Binding: Glue</b> (8) No. of Copies: (a) Hindi (b) English	150Nos. 350Nos.
02	<b>Envelope cover for Annual Report 2016-17 (Printed in single colour)</b>	500Nos.
	<b>Soft copies of Reports will be provided in Microsoft word format only to vendor by Institute. Digital copy to be provided for proof reading before printing.</b>	

**Tender Submission process**

Interested bidder may submit their quotes by giving all the necessary documents in English or Hindi as specified. **The tender must be submitted online through Central Public Procurement Portal e-procurement application through URL: <http://eprocure.gov.in/eprocure/app> only.** No manual bids will be entertained under any circumstances.

The tender document to be attached must be direct, concise, and complete and arranged in an organized and structured manner.

**P.T.O**

To participate in online bidding process, Bidders must procure a Digital Signature Certificate as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. TCS, Safecrypt, Ncode, eMudhra etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.

NIEPMD will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid proposal well advance in time so as to avoid issues like slow speed, choking of web site due to heavy load or any other unforeseen problems.

Bidders are also advised to visit any local NIC office or call CPPP 24x7 toll free number 1800-3070-223 or mobile No. 07878007972, 07878007973 for further details about the e-tendering process.

**Important dates:-**

<b>Tender Submission start Date</b>	<b>: 03<sup>rd</sup> Nov 2017</b>	<b>09.00AM</b>
<b>Last Date to apply for Tender</b>	<b>: 21<sup>st</sup> Nov 2017</b>	<b>03.00PM</b>
<b>Bid opening date</b>	<b>: 22<sup>nd</sup> Nov 2017</b>	<b>04.00PM</b>

**Document to be uploaded:-**

**These documents must be uploaded with bid (Non uploading will cause rejection of Bid)**

- (a) Self attested Scan copy of PAN CARD / TAN Card / GSTN issued by Income Department.
- (b) Self attested Scan copy of Service Tax Registration Certificate
- (c) Registration Certificate of Firm / Agency
- (d) Income tax return for last 02 financial years (2015-16 & 2016-17)
- (e) Undertaking to supply on credit of 30 days from date of clear receipt
- (f) Proof of previous completed works.
- (g) Proof of in same business for last five years.
- (h) Proof of completion of such 05 works in last 02 years.

**Terms and Conditions:**

The Materials are to be supplied at NIEPMD, Muttukadu, Kovalam, Chennai within **15 days** from the date of Supply Order.

Payment will be released within **30 days** from the date of satisfactory receipt of materials.

Yours Sincerely,

**(Dr. Himangshu Das)**  
**Director**