

**THE INDIAN FORESTER MONTHLY JOURNAL**  
**P.O. NEW FOREST-248006, DEHRA DUN (Uttarakhand)**

**TENDER NOTICE**  
**FOR PRINTING, BINDING AND LAMINATION FOR THE YEAR-2016-17**  
**(From July, 2016 to December, 2017)**

Tender Notice No. ....

1. Sealed tenders are invited by the undersigned for printing and other related works like binding, lamination etc. of the **MONTHLY** Journal Indian Forester. The tender documents with detailed description of the work and other detailed terms and conditions etc. (non transferable) may be obtained from the office of the **Business Manager, INDIAN FORESTER, P.O. New Forest, Dehradun – 248006** up to **18.5.2016** on any working day between **10 A.M. to 2.00 P.M.** Sealed offers in the prescribed tender form alongwith required earnest money/security money should reach this office as per instructions given in the Tender Documents before 3.00 P.M. on 18.5.2016. The tenders will be opened at 3.30 P.M. on the same day in presence of tenderers whosoever are present. It is requested to all concern to remain present at the time of opening of tender.
2. Tenders must be submitted in all four sheets (Sheet No. 1 to 4) and terms and conditions of the contract duly signed by the proprietor with seal of the firm. Rupees with paisa should be denoted upto two place of decimals e.g.
  - (a) Rupees twenty eight should be denoted as Rs. 28.00 and NOT in the form of Rs. 28.
  - (b) Rupees twenty four and paisa thirty five should be denoted as Rs. 24.35 and Not in any other form.
3. Specimen **sample paper** (for printing of Indian Forester Journal) not less than A/3 size to be submitted for each items, otherwise the tenders will not be considered.
4. The tenderer will have to submit earnest money/security money of Rs. 50,000/- (Rupees Fifty thousand only) in the form of crossed DEMAND DRAFT of any Nationalised Bank payable at Dehradun in favour of the **Business Manager, THE INDIAN FORESTER, P.O. New Forest, Dehradun**. The rates quoted should be net F.O.R. FRI Dehradun and terms of payment will be one month from the date after full delivery of the goods in satisfactory quality as per specifications.
5. The tender should be sent by Registered Post/Speed post/Courier/ through special messenger. The Tender should be addressed to Business Manager, INDIAN FORESTER, P.O. New Forest, Dehradun with inscription on the top of envelope **\*TENDER FOR ANNUAL RATE CONTRACT FOR PRINTING OF INDIAN FORESTER JOURNAL**.
6. The Business Manager, INDIAN FORESTER reserves the right to accept or reject the tenders in part or in full without assigning any reasons. The rate should be quoted for validity of the rate contract for a period of eighteen months (18 issues) from the date of signing of the agreement with the successful tenderer. After opening of the tenders, it normally takes about 15 days time in processing the tenders before signing the agreement.
7. The tenders which are not according to the specification of this tender document will be rejected, without notice and without assigning any reason.

Encl: 1. Sheet No. 1 to 4  
2. Terms & conditions of the contract.

Business Manager  
THE INDIAN FORESTER  
P.O. New Forest – 248006  
Dehra Dun (Uttarakhand)

**THE INDIAN FORESTER**  
**Quotation for Printing , Binding and Lamination of Indian Forester MONTHLY Journal**  
**for the year 2016-17 (from July, 2016 – December, 2017)**

**1. Designing/Layout Charges per page** *(Proofs to be shown two times for approval before final printing)*

Size	A4	7 ½" x 10"	Remarks
Rate @ Rs.			

**2. (a) Composing & type setting** *(Proofs to be shown two times for approval before final printing)*

	English		Hindi		Remarks
Size	A4	7 ½" x 10"	A4	7 ½" x 10"	
Rate @ Rs.					

**(b) Type Setting of text (Soft copy provided by the Department)** *(Proofs to be shown two times for approval before final printing)*

	English		Hindi		Remarks
Size	A4	7 ½" x 10"	A4	7 ½" x 10"	
Rate @ Rs.					

**3. Lamination charges per copy @ Rs.**

		Book cover – A-4 Size	Book Cover 7 ½" x 10" size	
Glossy	Thermal (Hot)			
	Cold			
Matt	Thermal (Hot)			
	Cold			

Signature of Proprietor  
 With date and seal of the firm

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**4. Printing Charges for Black and White/Single colour in CTP including all other charges etc. @ Rs.**

A4 Size of 4 page plate/per plate		7 ½" x 10" of 4 pages plate/per plate		Remarks
1 <sup>st</sup> 1000 impressions	Subsequent 1000 impressions	1 <sup>st</sup> 1000 impressions	Subsequent 1000 impressions	

**5. Printing charges for 4 colour illustration in CTP including all other charges etc. @ Rs.**

A4 Size of 4 page plate/4 colour		7 ½" x 10" of 4 pages plate/4 colour		Remarks
1 <sup>st</sup> 1000 impressions	Subsequent 1000 impressions	1 <sup>st</sup> 1000 impressions	Subsequent 1000 impressions	

**Signature of Proprietor**  
**With date and seal of the firm**

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**6. Binding Charges per copy @ Rs.**

Type of binding	Kutcha Binding (stitching and cover pasting)		Perfect Binding		
	Size	A4	7 ½" x 10"	A4	
Upto 100 Pages					
Upto 150 Pages					
Upto 200 Pages					
Upto 250 Pages					
Above 250 pages					

**Signature of Proprietor**  
**With date and seal of the firm**

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## 7. Cost of papers in Reams

Item	Size in inches	80 GSM	90 GSM	100 GSM	130 GSM	150 GSM	180 GSM	220 GSM	250 GSM	300 GSM	Remarks
Indian Art Card @ 100 sheet Gloss/Matt (Superior quality White- Nivea)	22 x 28	N.A	N.A	N.A	N.A	N.A	N.A				
-do-	20 x 30	N.A	N.A	N.A	N.A	N.A	N.A				
-do-	23 x 36	N.A	N.A	N.A	N.A	N.A	N.A				
Indian Art paper, Gloss/ Matt per ream (Superior quality White- Nivea)	20 x 30						N.A	N.A	N.A	N.A	
-do-	23 x 36						N.A	N.A	N.A	N.A	
Maplitho Paper per ream (Super sun shine 'Bilts')	20 x 30				N.A	N.A	N.A	N.A	N.A	N.A	
-do-	23 x 36				N.A	N.A	N.A	N.A	N.A	N.A	
Maplitho Paper per ream (Century Mill)	20 x 30				N.A	N.A	N.A	N.A	N.A	N.A	
-do-	23 x 36				N.A	N.A	N.A	N.A	N.A	N.A	

(Sample to be enclosed with tender in A-3 size)

**Signature of Proprietor**  
with date & seal

## **TERMS AND CONDITIONS OF THE CONTRACT**

The offer will be subject to the following conditions.

1. The proofs are required to be delivered in the office of Indian Forester within 10 days on communication of the contents of the journal and the final print complete in all respect are required to be delivered in full within 15 days after communication of the corrected proofs.
2. The offer should be firm and open for acceptance till 45 days from the stipulated date of opening. Price escalation will not be allowed.
3. Full details of business terms and conditions, e.g. packing and forwarding charges, delivery period, Sales Tax (whether Provincial or Central) other taxes/charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the supply should be given.
4. Full specification, details and information regarding the articles to be supplied such as make, size, etc., should be furnished accompanied by printed literature and samples wherever possible/necessary. Registration & sale tax documents of the firm, TIN document, PAN No./press should be attached with the tender documents duly signed by the Proprietor.
5. Consignments are to be delivered at owner's risk F.O.R. Office of the Indian Forester at F.R.I., Dehradun. The price quoted also be net including freight, packing, forwarding and other charges, if any.
6. Terms of payment will be 100% payment within 30 days after receipt and acceptance of goods in good condition after physical verification of the delivered printed matter at Indian Forester Office, FRI, Dehradun.
7. **Earnest money:-** The tender should be accompanied by a Crossed Demand Draft of Rs. 50,000/- (Rupees Fifty thousand only) of any nationalized Bank payable at Dehra Dun and in favour of the **Business Manager, The Indian Forester, P.O. New Forest, Dehradun**, which will be refunded if the offer is not accepted. In case the offer is accepted but not honoured by the tenderer the earnest money will be forfeited. The earnest money will be retained as security deposit for successful tenderer, which will be forfeited in case of defaulters/non compliance of terms & condition.
8. Stores are required to be delivered to the consignee. Positives/Negatives of the Scanning alongwith C.D. with original & in the **form of pdf** etc. to be submitted to the consignee at the time of delivery of the printed materials. The Consignee's address is given below.

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THE INDIAN FORESTER  
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9. The inspecting officer is consignee or his authorized representative.
10. The tenderer should attach his/her firm's printed letter head paper indicating thereon Sales Tax registration Number, Income Tax Permanent Account Number, Fax Number, Telephone Number, E-mail etc. as the case may be on the top of the sheet No.1 of the quotation.

**Signature of Proprietor  
with date and seal of the firm**

11. Printing Presses well established with Offset Printing Machines, Plate making and Binding facilities with having minimum five years experience of designing and layout of scientific/technical publications of high quality of composing, printing and binding various scientific publications, extension literature and other publications in multicolour as well as in black & white. at their Registered address only will be eligible for consideration. Certificates from govt. Departments for executing similar works satisfactorily are enclosed. No out sourcing of any works will be permitted.
12. Before awarding the contract, **Indian Forester representative will inspect the premises and only after the satisfaction, work will be awarded.**
13. The tender should be accompanied by a sample of printed material including coloured, four colour, photographs in respect of rate quoted by the firm for description of articles otherwise tender will not be considered.
14. (a) **Fall clause:** The price charged for the stores supplied by the contractor should not exceed the lowest price at which the contractor sells stores of identical description to the other persons during the period of the contract.  
(b) The Indian Forester reserves the right to enter into parallel rate contract simultaneously.  
(c) The Indian Forester reserves the right to place ad-hoc contracts simultaneously.  
(d) The Indian Forester reserves the right to terminate contract by giving one month's notice to the firm with whom the rate contract is signed.
15. The successful tenderer should maintain stocks at station and make firm deliveries against orders.
16. Against ex-stock deliveries, the stores shall be supplied within a fortnight of the receipt of the order. On receipt of the order, the contractor will within a week, intimate the quantity which can be supplied from stocks within stipulated time and time for supplying balance, quantity. If the contractor is unable to supply the stores within which the supply will be made by him, the officer placing the supply order will notify his acceptance of delivery time offered by the contract or negotiate until an agreement is reached. In all cases, the delivery time as accepted by the contractor and the officer placing the order shall be deemed to be the essence of the contract and the delivery must be completed within that time. If no agreement as regards the delivery time between the contractor and the purchaser is reached, the latter can withdraw the supply order and the contractor shall have no claim in respect of such withdrawal.
17. Disputes, if any, will be under the jurisdiction of Dehradun Court, Uttarakhand, India.

**Business Manager**  
**THE INDIAN FORESTER**  
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**Dehradun (Uttarakhand)**

**Signature of Proprietor with**  
**and seal of the firm**