

HAJ COMMITTEE OF INDIA

(Constituted under the Act of Parliament no.35 of 2002)
HAJ HOUSE, 7-A, M.R.A MARG, PALTON ROAD, MUMBAI-400 001.

TENDER NOTICE / TERMS & CONDITIONS

SEALED TENDER INVITED FOR PRINTING AND SUPPLY OF MAHANAMA HAJ MAGAZINE FROM LOCAL BIDDERS

ITEM	LANGUAGE	DESCRIPTION	NO OF PAGES	SIZE	QUANTITY
HAJ MAGAZINE	URDU	A) DTP Designing & Printing		Close: 7.5" × 9.5"	3500 To 6500
		B) 4 Colour Pages in 130 gsm. Art Paper	4	Open: 15" × 9.5"	
		C) Black & White Maplitho (excluding cover pages)	68		
		D) Single Colour Throughout			
		E) Fab Center Pining			
		F) Free Delivery to Office			
		G) Duration Monthly			

NOTE:

- Blank Tender form is available on payment of Rs.3,000/- (non-refundable) in the office of Haj Committee of India, (Haj Magazine Department) Haj House, 7-A, M.R.A. Marg, (Palton Road), Mumbai-400 001 during working hours on any working day (9.30 a.m. to 5.00 p.m.)
- Further details, if any required, can be obtained from the office of the Haj Committee of India (Magazine Department), Mumbai.
- Sealed Tenders should be submitted in the Magazine Department, Haj Committee of India on or before 02.08.2013 at 13.00 Hrs.
- The Original Tender Form issued on payment from Haj Committee of India will be authenticated. Xerox copy of Tender Form cannot be accepted.
- The Tender comprises two parts viz. Envelope No. 1 & Envelope No.2. The Tender is to be submitted in two separate envelopes marked as under:
 - Envelope-1, b. Envelope-2**, Both the Envelopes are to be submitted at the same time.
Envelope No.1 shall contain E.M.D., copies of PAN card, Shop & Establishment Registration Certificate & VAT Tax Registration.
Envelope No.2 shall contain only the printed form duly filled up and signed sample of paper.
- The sealed tenders should be submitted along sample of papers, which would be used. The quotations without samples shall not be considered. Sample should be self attested.
- The rates should be inclusive of all taxes, whatsoever, with free delivery of the material supplied in the office of the Haj Committee of India at Haj House, 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001.
- Each bidder has to submit earnest money deposit of Rs.25,000/- as shown above in the shape of bank draft in favour of "HAJ COMMITTEE OF INDIA, MUMBAI". No bid shall be entertained without earnest money.
- The bidder who will quote the lowest total amount for total quantity will be the successful bidder.**
- TDS, as per Income Tax Rules, shall be deducted from the bills preferred for payment. PAN card is essential for each bidder.
- Successful bidder has to deliver printed Haj Magazine within 1st day of month. Delay in supply shall invite fine besides blacklisting.
- Payment shall be made against delivery of Magazine. No advance payment shall be allowed.
- The Haj Committee of India reserves the right to reject any tender or all tenders without assigning any reason thereof.

Sd/-

Chief Executive Officer,
Haj Committee of India,