

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

REF. HC-GF/58/Stationary/2013

Dated: 20th February, 2013

**SEALED TENDERS ARE INVITED FOR PRINTING AND SUPPLY OF HAJ
GUIDE FOR HAJ – 2013 FROM LOCAL TENDERERS..**

Detail of terms & condition available on the website of Haj Committee of India i.e. www.hajcommittee.com

Blank Tender Form is available on payment of Rs.5,000/- in the Office of Haj Committee of India (Stationary Dept.) at Haj House, 7-A, M.R.A. Marg, (Palton Road), Mumbai – 400 001 during working hours on any working day (10.00 a.m. to 6.00 p.m.) from the date of publication of Tender Notice upto 12:00 noon on 14.03.2013.

Last date for submission of sealed tender is 14.03.2013 at 13:00 HRS.

Sd/-

(Dr. S. Shakir Hussain. IRS)
Chief Executive Officer

Haj Committee of India
(Constituted under the Act of Parliament No.35 of 2002)
TENDER NOTICE / TERMS & CONDITIONS

Haj - 1434 (H) – 2013

SEALED TENDER INVITED FOR PRINTING AND SUPPLY OF Haj Guide FROM LOCAL TENDERERS.

ITEM	LANGUAGE / QUANTITY	DESCRIPTION	No. of PAGES	SIZE	
HAJ GUIDE	1. URDU / ARABIC - 26000	A) Cover Pages, 4 Colour Offset Printing on 210 GSM Art Card (Sinnar Mass) Paper with lamination.	4	18 CM X 12 CM With Middle two or three pins	
	2. HINDI / ARABIC - 18000		B) Inner pages, 4 Colour Offset Printing on 80 GSM Maplitho A Grade Paper.		
	3. ENGLISH / ARABIC - 7000	100			
	4. TAMIL / ARABIC - 1500	C) Inner Black & White Single Colour Offset Printing on 80 GSM Maplitho Paper, With One Way Perforation and pasting on last page of Haj Guide.			
	5. TELUGU / ARABIC - 1500			2	
	6. KANNADA / ARABIC - 500				36CM X 17 CM
	7. MALAYALAM / ARABIC - 5000				
	8. ASSAMESE / ARABIC - 1500				
	9. BENGALI / ARABIC - 5000				
	10. GUJARATI / ARABIC - 3000				
	11. MANIPURI / ARABIC - 200				
Total	- 69,200	(Earnest Money Rs.1,00,000/-).			

NOTE :

- Blank Tender Form is available on payment of Rs.5,000/- in the office of Haj Committee of India, (Stationary Department) Haj House, 7-A, M.R.A. Marg, (Palton Road), Mumbai – 400 001 during working hours on any working day (10.00 a.m. to 6.00 p.m.).
- Further details, if any required, can be obtained from the office of the Haj Committee of India (Stationary Department), Mumbai.
- Sealed Tenders should be submitted in the Stationary Department, Haj Committee of India **on or before 14.03.2013 at 13:00 Hrs.**
- The Original Tender Form issued on payment from Haj Committee of India will be authenticated. Xerox copy of Tender Form can not be accepted. Sample should be self attested.
- The Tender is comprised of two parts viz. Envelope No.1 & Envelope No.2. The Tender is to be submitted in two separate envelopes mark 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 & Sale Tax Registration.

Envelope No.2 shall contain only the printed form duly filled up and signed and sample of paper.
- The sealed tenders should be submitted along with the sample of the 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.
- The bidder have to submit the earnest money of Rs.1,00,000/- as shown above in the shape of a bank draft in favour of "HAJ COMMITTEE OF INDIA, MUMBAI". No bid shall be entertained without earnest money.
- The tenderer 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 tenderer.
- The Haj Guide is likely to be between 90 - 100 pages. However the quotation is to be given for 100 pages. The actual payment will be made based on actual number of pages as per below:**

$$\text{Actual rate to be paid} = \frac{\text{Rate Quoted per Guide of 100 pages}}{100} \times \text{Actual Number of pages}$$

- Successful bidder has to deliver printed material within Fifteen (15) days. Delay in supply invites fine of Rs.10,000/- per day besides blacklisting.**
- Payment shall be made against delivery of material. 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, Haj House,
7 – A, M.R.A. Marg, Mumbai – 400 001.