

HAJ COMMITTEE OF INDIA

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

Haj House, 7-A, M.R.A. Marg, (Palton Road), Mumbai-400 001.

TENDER NOTICE

Dated: 01st October, 2015

**SEALED BIDS ARE INVITED FOR PRINTING AND SUPPLY OF
“MAHANAMA HAJ MAGAZINE” in Urdu FROM LOCAL BIDDERS.**

Details of terms & conditions are available on the website of Haj
Committee of India i.e. www.hajcommittee.gov.in

Blank Tender Form is available on payment of Rs.3,000/- (non- refundable)in Cash /DD in favour of “Haj Committee of India” in the office of Haj Committee of India (Magazine Cell.) at Haj House, 7-A, M.R.A. Marg, (Palton Road), Mumbai-400 001 during working hours on working day (9.30 Hrs. to 17:00 Hrs.) from the date of publication of Tender Notice upto 13.00 Hrs on 31/10/2015. The tender form can also be downloaded from the aforesaid website and submitted along with demand draft the said amount of Rs.3000/-.

Last date for submission of sealed tender is 31/10/2015, at 13.00 Hrs.

Sd/-

(Aaur Rahman)

Chief Executive Officer

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

TENDER NOTICE

Sealed quotations are invited from local printers for printing and supply of "MAHANAMA HAJ MAGAZINE" (monthly) Published in Urdu for a period of two years with the following specifications :-

Job	: DTP Designing & Printing.
Cover Page	: 4 Multi colour pages in 130 gsm. Art Paper.
Pages	: 68 pages in Black & White Maplitho (excluding cover pages)
Duration	: Monthly
Size	: Close: 7.5"X9.5" Open: 15"X9.5"
Colour	: Single Colour Throughout
Fab	: Center Pinning
Quantity	: 3000 - 6000 copies.
Delivery	: Free Delivery to office
Language	: Urdu.

Note: Further details, if any required, can be obtained from the office of the Haj Committee of India, Mumbai during working hours.

2. The sealed quotations should be submitted along-with the sample of the paper, which would be used for printing. The quotations without samples shall not be considered.

3. The rate quoted should be inclusive of all taxes with free delivery in the office of Haj Committee of India, Haj House, 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001.

4. 2 % TDS shall be deducted on the total contractual amount as per Income Tax Rules. (PAN card Xerox compulsory for the applicant)

5. Sealed quotations should be submitted in the office of the Haj Committee of India, Haj House, 7/A, M.R.A. Marg, (Palton Road), Mumbai - 400 001, on or before 31st October 2015, at 13:00 Hrs. along-with a Bank Draft in the name of "Haj Committee of India, Mumbai" for an amount of Rs.35,000/- as Earnest Money.

Sd/-

(Chief Executive Officer)
Haj Committee of India,

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

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
MAHANAMA HAJ MAGAZINE	URDU	A) DTP Designing & Printing		Close: 7.5" × 9.5"	3000 To
		B) 4 Multi Colour Pages in 130 gsm. Art Paper	4	Open: 15" × 9.5"	6000
		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 Hrs. to 17.00 Hrs.).it can also be downloaded from website i.e. www.hajcommittee.gov.in and submitted along with the said amount Rs.3000/-
- 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 Cell, Haj Committee of India on or before 31.10.2015 at 13.00 Hrs.
- The Original Tender Form issued from Haj Committee of India will be authenticated. the tender form can also be downloaded from the website of Haj Committee of India, in which the form should be submitted with demand draft of Rs.3000/-drawn in favor of "Haj Committee of India" Mumbai.
- 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 with 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.35,000/- 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.
- The Payment will be made within 15 working days from the date of receipt of the bill.
- 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,

Envelope No.1

HAJ COMMITTEE OF INDIA

(Constituted under Act of Parliament No.35 of 2002)
HAJ HOUSE, 7-A, M.R.A MARG (Palton Road), Mumbai-400 001

Cost of Tender Form Rs.3,000/- (non refundable)

TENDER FORM
For Mahanama Haj Magazine

To,
The Chief Executive Officer,
Haj Committee of India,
Mumbai-400 001.

Name of the Bidder: _____

Address: _____

Contact No: _____

Following documents enclosed herewith:
(Tick the relevant)

1. Earnest Money Draft

Earnest Money Rs. _____ Draft No. _____ Date ____ / ____ / ____

2. Copy of PAN card,

3. Copy of Shop & Establishment Registration Certificate

4. Copy of Sale Tax Registration

5. Copy of THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED

Other details if any:-

1. _____

2. _____

3. _____

Note: - The sealed tenders submitted without documents / EMD draft shall not be considered and it would treated as disqualified.

Date: ____ / ____ / 2015.

Signature & Seal of the bidder

Envelope No.2

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 FORM
For MAHANAMA Haj Magazine

To,
The Chief Executive Officer,
Haj Committee of India
Mumbai-400 001.

Name of the Bidder:

Address:

Contact No:

ITEM	LANGUAGE	DESCRIPTION	NO OF PAGES	SIZE	QUANTITY
HAJ MAGAZINE	URDU	A) DTP Designing & Printing		Close: 7.5" x 9.5" Open: 15" x 9.5"	3000 To 6000
		B) 4 Multi Colour Pages in 130 gsm. Art Paper	4		
		C) Black & White Maplitho (excluding cover pages)	68		
		D) Single Colour Throughout			
		E) Fab Center Pining			
		F) Free Delivery to Office			
		G) Duration Monthly			

(Earnest Money Rs.35,000/-). Tender Notice / Terms & Condition Enclosed

- Total Amount of Rs: _____
- Total Rupees in Words: _____
- Other details if any : _____

Note: a) The bidder who will quote the lowest total amount for total quantity will be the successful bidder.

b) The sealed tenders should be submitted along with the sample of the material with signature of the bidder, which would be used. The quotations without samples shall not be considered and it would be treated as disqualified.

Date: _____

Signature & Seal of the bidder.