

DIRECTORATE OF FILM FESTIVALS
Ministry of I & B
Siri Fort Auditorium Complex,
August Kranti Marg, Asiad Village, New Delhi-110049

F.No. 04/04/2017-FFD(A)

Date 08.03.2017

TENDER NOTICE : Call for bids for Printing job for National Film Awards,
3rd May 2017

This Directorate is required to design & print various items for the 64th National Film Award 2016 to be held on 3rd May 2017. The list of items to be printed are enclosed as Annexure-II. You are requested to send your bids for the job as mentioned in the Annexure-II by **29.03. 2017 till 11.00 a.m. The Technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed** and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The bids will be opened in the presence of the representatives of the bidders at 11.15 a.m. on the same day in the office of this Directorate. At the first instance Technical Bids will be opened and evaluated and financial bids of only the technically acceptable offers will be opened for further evaluation before awarding the Contract .

Samples of various job items may be seen in this Directorate office on working days during office hours. The Tender Document may be collected from this Directorate's office or may be downloaded from our website www.dff.nic.in. and iffi.nic.in . (Information is also available on publishtender.gov.in)

Dy. Director (Admn)

TERMS & CONDITIONS regarding tender of printing work
of 64th NFA 2016

1. This tender has two bid system ie Technical and financial. The firms will have to submit bids in two separate envelop exactly in same format as mentioned in Annexure-I & II. The technical bids will contain work order & supporting documents and the financial bid will be in separate envelope duly signed & sealed.
 2. The financial bids of only those bidders will be opened who will be declared qualified on the basis of technical bid.
 3. **Rate should be quoted for all the items . Any item left out by the bidder will be disqualified.**
 4. The rate quoted should be inclusive of cost of design also.
 5. The rates will be compared on **Grand Total basis** (without Tax) not according to item wise.
 6. Paper quality for each item should be exactly same or superior to the sample of the items available in this office.
 7. Printing of all the items will be bilingual (Hindi & English).
 8. Quantity mentioned above is tentative.
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9. The firm who will be declared as L-1 will supply sample papers with printing of the items. In case, the sample is inferior to the desired quality, the firm will be declared disqualified. In this case the decision of the Director, DFF will be final.
 10. This Contract initially will be valid for two years (subject to periodic review), which may be extended for further one year with the consent of both the parties and subject to satisfaction of the work.
 11. All the documents, bid with terms & conditions must be signed & stamped by the bidders.
 12. The Competent Authority has right to change/cancel the tender at any time without assigning any reason.

Annexure – I
Technical Bid

Subject : Printing of various items for 64th National Film Award for 2016

<u>S. NO</u>	<u>Documents detail</u>	<u>Particulars</u>
1.	Copy of work order from Government Deptt. with similar job under taken {Attach atleast three work order in last three years (even done for Directorate of Film Festivals)}	
2.	The bidders should have their own Printing Press for which supporting documents should be attached.	
3.	TIN / Service Tax No. (attach copy)	
4.	PAN No. (attach copy)	

To be signed with stamp by bidder

Annexure-II
Financial Bid

Subject : Printing of various items for 64th National Film Award 2016

<u>S. No.</u>	<u>Items</u>	<u>Quantity</u>	<u>Rate/ per pc.</u>	<u>Total Amount</u>
1.	Invitation Card (Printing Front & Back with envelope)(multi color 300 GSM)	2500 no.		
2.	H.MIB Dinner Invitation card with envelope (300 GSM with Printing)	800 no.		
3.	Rosette Golden (with printed sticker of NFA)	60 no.		
4.	Rosette Silver (with printed sticker of NFA for Award Winners)	180 no.		
5.	Rosette (Two color) (with printed sticker of NFA)	200 no.		
6.	Small Rosette (single color) (with printed Sticker of NFA for Guest of Award winners)	600 no.		
7.	Car Parking Sticker VIP - 100 (Red florescent color), Guest - 2500 (green florescent color)	2600 no.		
8.	NFA Public Screening Schedule Flyers Program Pamphlet. (A4 size single color, 75 GSM)	2000 no.		
9.	NFA Public Screening Invitation Cards (Printing & designing, 4 color 300 GSM)	2000 no.		
10.	Handmade paper Bag (with printing) size 10"x13" (for kit)	200 no.		
11.	Jute Bag (with printing) (for award)	200 no.		
12.	Envelope for Demand Draft (with printing) (Size 12cmx27cm)	200 no.		
	TOTAL (without Tax)			

Total Amount	<u>Rs.</u>
Add: Tax/VAT due	<u>Rs.</u>
Grand Total	<u>Rs.</u>

To be signed with stamp by bidder