

DIRECTORATE OF FILM FESTIVALS  
Ministry of I & B

Date 08-04-2015

**Subject** : Call of quotation for Printing work for National Film Awards,  
3<sup>rd</sup> May 2015

This Directorate is required to print various items for the 62<sup>nd</sup> National Film Award to be held on 3<sup>rd</sup> May 2015. The list of items to be printed are enclosed as Annexure-II. You are requested to send your quotations for the job as mentioned in the Annexure-II by 15.04.2015 till 10.30 a.m. alongwith technical & financial bid. The Technical & financial bid duly signed & stamped must be in separate sealed envelopes . The bids shall be opened on same day at this Directorate's office at 11.30 a.m. Only those who qualify in technical bids will be eligible for opening of financial bid subject to terms & conditions as specified.

Samples of various job items may be seen in this Directorate office on working days from 10.00 a.m. to 5 p.m. The Annexures alongwith terms & conditions may also be downloaded from our website [www.dff.nic.in](http://www.dff.nic.in).

Dy. Director (Admn)

**DIRECTORATE OF FILM FESTIVALS**  
(Ministry of Information & Broadcasting)

**Annexure – II**  
**Financial Bid**

**Subject : Printing of various items for 62nd National Film Award for 2014**

<u>S.No.</u>	<u>Items</u>	<u>Rate per pc. For item no 6 a,b,c, only</u>	<u>Quantity</u>	<u>Rate/per pc.</u>
1.	Invitation Card (Printing Front & Back with envelope)	-----	3000 no.	
2.	H.MIB Dinner Invitation card with envelope (Printing)	-----	800 no.	
3.	Rosette (with printed sticker of NFA) Golden-60 Silver -150 & two color official-150	-----	360 no.	
4.	Small Rosette ( with printed Sticker of NFA) for Guest of Award winners (single color)	-----	750 no.	
5.	Official Sticker (Car Parking Sticker) (including designing) VIP's 200, General 1500 & Official 1000 (minimum quantity)	-----	2700 no.	
6.	Awards Certificate :- mentioned below as (a,b & c)	-----	--	---
a)	130 Certificates with golden embossed logo –		130 sets (a+b+c)	
b)	130 Citations with golden embossed logo			
c)	130 File Folders of fabric (for certificate & citation with front & back printing)			
7.	NFA Public Screening Schedule Flyers Program Pamphlet. (Printing & designing) A4/b/w	-----	2000 no.	
8.	NFA Public Screening Cards	-----	2000 no.	
9.	Handmade paper Bag printing of 62nd NFA (for kit)	-----	200 no.	
10.	One Dada Saheb Phalke Award ( Silk Scroll)	-----	01 no.	
11.	One Dada Saheb Phalke Award Certificate with golden emboss logo along One Folder A-3 size (fabric)	-----	01 no. each	
12.	Demand Draft Envelope Printing & Designing	-----	150 no.	
	<b>GRAND TOTAL</b>			
	Govt. Tax will be extra as applicable on Grant Total			

## TERMS & CONDITIONS

1. This tender has two bid system ie Technical and financial. The firms will have to submit bids in two separate envelop . The technical bids will contain work order & supporting documents and the financial bid will be in separate envelope duly sealed.
2. The rate quoted should be inclusive of cost of design also.
3. In case of Award Certificates, the cost should include composing matter as per requirement in Hindi and English.
4. Paper quality for each item should be exactly same or superior to the sample of the items available in this office.
5. Rate of items should be quoted exclusive of tax. Govt. Tax may be shown on Gross Total.
6. Except sl.no. 3,4,5,7 all items will be bilingual (Hindi & English).
7. The rates will be compared on Grand Total basis not according to item wise.
- 8. Rate should be quoted for all the items . Any item left out by the bidder will be disqualified.**
9. The financial bids of only those firms will be opened who will be declared qualified on the basis of technical bid.
10. The firms 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 bid will be disqualified.
11. Quantity mentioned above is tentative.
12. Technical bid & financial bid duly signed & stamped must be submitted in two separate envelopes in exactly same format as mentioned in Annexure-I & II.
14. All the documents must be signed & stamped.

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Annexure – I  
Technical Bid

Subject : Printing of various items for 62nd National Film Award for 2014

<u>S.NO.</u>	<u>Documents detail</u>	<u>YES / NO</u>
1	Copy of work order from Government Deptt. With similar job under taken (Attach atleast two work order in last two years)	
2	The bidder should enclose a brief write up about the capabilities/ facilities available.	