

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

Date 25.10.2016

TENDER NOTICE : Call of bids for Printing of various items for
47th International Film Festival of India 2016, Goa

This Directorate is required to print items for the 47th International Film Festival of India, which will be held at Goa. The list of items to be printed are enclosed as Annexure-II. You may send your bids for the job as mentioned in the Annexure-II by 04.11.2016 till 2.00 p.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 2.30 p.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 on working days between 10 a.m. to 5 p.m. 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.

Dy. Director (Admn)

TERMS & CONDITIONS: regarding tender of Printing work for various items for 47th International Film Festival of India 2016, Goa

1. This tender has two bid systems i.e. technical and financial. The technical bids will contain work order & supporting documents and the financial bid will be in separate envelope duly sealed both the bids will be in exactly same format as mentioned in Annexure-I & II.
2. The financial bids of only those firms will be opened who will be declared qualified on the basis of technical bid and proof of similar work done earlier by bidders.
3. The bidders must have the experience of the similar printing work and should enclosed atleast 2 work order for work done for govt. department in last 3 years.
4. Quality of the desired items should be same as per samples shown by Directorate of Film Festivals.
5. The rate quoted should be inclusive of cost of design also.
6. Rate of items should be quoted exclusive of tax. Govt. Tax will be paid on actual bill amount when due on prevailing rates.
7. All items will be bilingual (Hindi & English).
8. The rates will be compared item wise (per set) and not on Grand Total basis.
9. **Rate should be quoted for all the items. Any item left out by the bidder will be disqualified.**
10. Quantity mentioned above is tentative.
11. The Director, Directorate of Film Festivals has right to cancel the Tender.
12. All the documents must be signed & stamped.

_To be signed with stamp by bidder

Annexure – I
Technical Bid

Printing work for 47th International Film
Festival of India 2016

<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 three years even done for Directorate of Film Festivals)	
2	Copy of proof of similar work	
3	The bidder should enclose a brief write up about the capabilities/ facilities available .	

To be signed with stamp by bidder

ANNEXURE-II
Financial Bid

Printing work for 47th International
Film Festival of India 2016

<u>Sl. No.</u>	<u>Name of item</u>	<u>Qty.</u>	<u>Rate per pc.</u>	<u>Rates (without tax)</u>
1.	Award Certificate LTA & Centenary Size 30cm x 42cm ; Camelle Off Crème 280 GSM Multicolor with embossed golden emblem	04		<u>Rate per set</u>
2.	Folder for Certificate of LTA & Centenary Contrast Paper Metallic Textured 170 GSM with printing (inside pocket) Size 64cm x 43.5 cm (open size)	04		
3.	Award Certificates – International Film Festival of India- Metallic Grey Paper 280 GSM Size- 38cmx27cm, multicolor with embossed golden emblem.	11 nos.		Rate per set
4.	Folder for Certificates – International Film Festival of India – Contrast Paper Metallic Textured 170 GSM with printing (inside pocket) 80cmx28.5cm (open size)	11 nos.		
5.	Scroll (Life Time Achievement Award) Silk fabric (fine quality)	01 nos.		
6.	Award Certificates Indian Panorama -FF/NF and Jury – Camelle Off Crème 280 GSM Multicolor with embossed golden emblem Size 22.5cmx30 cm multicolor with embossed emblem	115 nos.		Rate per set
7.	Folder for Certificates – Indian Panorama Raw Silk- size 49cmx32cm (open size) with printing (inside pocket)	115 nos.		
8.	Invitation Cards - Indian Panorama (with envelopes) size 5"x7.5" , Imported Art Card Glossy 300 GSM, Printing 4+0; Envelop 100 GSM Maplitho printing 1+0	1000 nos.		
9.	Dinner Invitation Cards for HMIB size 6"x8.5" Imported Art Card Glossy 300 GSM paper Printing 4+2 Envelopes -100 GSM Maplitho printing 4+2 With golden embossed emblem	1000 nos.		
10.	Dinner Invitation Cards for Director, DFF size 5"x7.5" Imported Art Card Glossy 300 GSM paper Printing 4+2 Envelopes -100 GSM Maplitho printing 4+2	1200 nos.		

GOVT. Tax will be extra on prevailing rates (must not included in the above quoted rates)

To be signed with stamp by bidder