

F. No. P.29/5/2020/NSS/DTE/  
Government of India  
Ministry of Youth Affairs & Sports  
**DIRECTORATE OF NSS**  
12/11, Jamnagar House, New Delhi-110011

Dated : 16.12.2020

**Quotation for Printing of backdrop, banners, certificate diary, directory etc. during Republic Day Parade Camp, 2021**

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Directorate of NSS, Ministry of Youth Affairs & Sports, Government of India is organizing NSS Republic Day Parade Camp, 2021 from 1 – 31 January, 2021 at New Delhi. In this camp, 200 NSS Volunteers, 15 Programme Officers and 15 Officials will be participating.

2. I am directed to say that it is proposed to get backdrop & banners, signage, certificate, diary, directory, standee printed. Interested Printers are requested to send their quotations for the above job indicating their rates for printing including sample papers/materials. Please bear in mind while quoting their rates that they have to quote an all inclusive rate which should include all cover printing, layout, composing, setting, processing, binding, gloss lamination of over pages, packing and delivery in Directorate of NSS.

3. In this context, quotation are invited for providing printing services during the camp on the following terms & conditions :-

- (a) The firms should have two years of experience of having undertaken similar jobs in Ministries/Departments of the Government/autonomous body supported by proper documents.
- (b) The firm should send samples of the paper.
- (c) The complete work should be perfect to the requirement and satisfaction of the Ministry.
- (d) Copy of Income Tax return filed i.e. A.Y. 2020-21.
- (e) Soft copy of the material of will be provided. You are advised to see/obtain a sample copy of previous for your reference.
- (f) Tender would be awarded to the firm whose total cost is the lowest.

4. The bid may be given in one sealed envelope, superscripted "Rates for Printing" and the tender should be submitted in two separate sealed cover/envelop in two parts as under :-

- (a) First sealed envelop should be submitted for Technical bid (as per Annexure-I). It should contain all technical details i.e. copy of I. Tax return file i.e. A.Y. 2020-21, experience, sample paper etc.
- (b) Second sealed cover should be submitted for rates (as per Annexure-II).

5. Financial Bids of only those firms/vendors will be opened who are found eligible in Technical Bid.

6. The contract can be terminated by this Office at any time without assigning any reason, if the work of the contractor is found unsatisfactory. In this respect, the decision of the Office shall be final and binding on the Contractors.

7. No denial will be accepted from the firm after the contract is awarded to the firm. In case of such the name of firm will be blacklisted.

8. Quotation in sealed cover should reach to this office by 2.00 PM on 23.12.2020. The quotation will be opened on the same day at 3.00 PM or any subsequent day/time in the presence of bidders or their authorized representative.

Yours faithfully



(Dr. Kamal Kumar Kar)  
Assistant Programme Adviser

Encl: as above

**REPUBLIC DAY PARADE CAMP, 2021**  
**TECHNICAL BID FOR PRINTING**

Sl. No.	Particulars		
1	Name of Firm/vendors		
2	Address		
3	Contact No.	(O) :	
		(M) :	
4	E-mail Address		
5	PAN No.		
6	Service Tax No.		
7	TAN/TIN No. (if any)		
8	Enclosures (Technical Details)	Experience	Yes/No
		EMD	Yes/No
		I. Tax Return filed A.Y. 2020-21	Yes/No

**(Signature of the Authorized Person)**

**(Seal)**

**REPUBLIC DAY PARADE CAMP, 2021**  
**RATES FOR PRINTING**

To

Director  
Directorate of NSS  
12/11, Jamnagar House, New Delhi

Sir,

In response to your letter No. F. No. P.29/5/2020/NSS/DTE/ dated 16.12.2020 calling sealed quotations for Printing services during NSS Republic Day Parade Camp, 2021, we quote our rates as under :-

Particulars	Total No.	Rate (in Rs.)	Tax (if any)
Backdrop (size 20' x 10')	1		
Banner with frame (size 8' x 4')	4		
Standee (size 6' x 3')	6		
Podium (size 4' x 2')	1		
Pen with printed matter	250		
Identity Card (size 4' x 6' Plastic coated multicolour with Ribbon)	230		
NSS Diary (size 8" x 6") (140gsm – cover page) (inner page – normal) (approx. 60 page)	250		
NSS Directory (approx. 70 pages) – 300gsm –cover page and 140 gsm inner page) (four colour glossy)	250		
Certificate (size 10" x 14") printing with Logo (hard paper) – 350 gsm (Multicolour)	230		
<b>Total</b>			

We agree to abide by the terms & conditions unconditionally as given in the above referred letter.

(Signature of the Authorized Person)

(Seal)