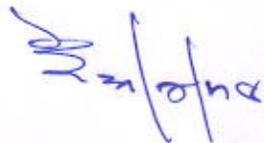# DISTRICT RURAL DEVELOPMENT AGENCY; KEONJHAR

QUOTATION No. 3092/DRDA (K) DT 31-07-18

Sealed quotations are invited from the intending Offset printing presses for printing and supply of Job Card under MGNREGA to District Rural Development Agency, Keonjhar as per the following terms and conditions. The detail specification and terms & conditions is available in the District website Kendujhar.@nic.in The quotation will be received in the office of the undersigned on or before 16.08.2018 up to 5.00 PM through speed post / Registered post only and the quotation will be opened on the same day at 5.30 PM in presence of the quotationer or their authorized representatives and purchase committee members of DRDA, Keonjhar. Incomplete quotation and received beyond the schedule date and time shall not be entertained and will be liable for rejection by the Purchase Committee of DRDA, Keonjhar.

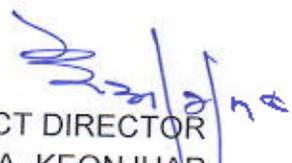Technical details of the job cards as follows:

SL. No.	Type of Job Card	Technical specification
1	General Category - A booklet of A5(portrait layout)with minimum of 32 pages excluding the cover pages	A-Cover page (front& back)-300GSM glossy paper, Laminated, Multicolour printing B- Inner pages -90 GSM maplitho paper with single colour printing and 90 percent brightness. C- Binding The booklet should be centrally stapled with 2 SS (Stainless Steel) pins.
2	Special Category - A booklet of A5 (portrait layout) with minimum of 32 pages excluding the cover pages	A-Cover page (front& back)-300GSM glossy paper, Laminated, Multicolour printing B- Inner pages -90 GSM maplitho paper with single colour printing and 90 percent brightness C-Binding-The booklet should be centrally stapled with 2 SS (Stainless Steel) pins

TERMS AND CONDITIONS,

A) The interested offset Printing presses may inspect the sample copy of the job card in the office of the DRDA, Keonjhar in any working days from 10 AM to 5 PM beyond the holidays.

B) The quotationer must prepare the quotation in his letter head containing GISTIN No Contact Number, Email ID, Registration no. of the unit and attach the above documents under the seal and signature of the proprietor of the Printing Presses. The Top of the Envelop clearly super-scribe in bold letter " **QUOTATION FOR PRINTING OF JOB CARD"**

C) The quotationer is to deposit a sum of Rs. 20,000/- (Rupees twenty thousand) only in shape of NSC pledge in favour of the PD, DRDA, Keonjhar towards EMD which will be adjusted towards security in case of successful quotationer and the EMD of all others will be returned to the un-successful firms within a week.

D) The successful quotationers shall execute an agreement with the Project Director, DRDA,Keonjhar within three days from the date of finalization of the quotation failing which the preference shall be given to the 2nd lowest.

E) The successful quotationer shall submit a proof copy of Job card before the MGNRGA coordinator & Programme Officer of DRDA,Keonjhar for verification of correctness, addition & alternation if any .

F) The approved printing press shall supply the Job Card containing 500 (five hundred) bundle within fifteen days from the placement of indent and submit bill for payment. No advance payment shall be paid.

G) Any loss and damage during the course of transportation shall be borne by the supplier.

H) The Decision of the committee is final.

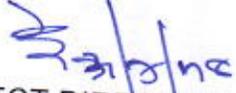I) The undersigned reserves the right to reject/negotiate any or all quotation without assigning any reason thereof.

PROJECT DIRECTOR
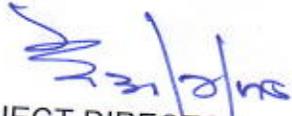D.R.D.A. KEONJHAR

Memo No. 3093 /DRDA (K) DT 31·07·18

Copy to the office notice Board for wide publication.

Copy to all Block Development Officers of Keonjhar District for information and necessary action.

PROJECT DIRECTOR
D.R.D.A.KEONJHAR

Memo No. 3094 /DRDA (K) DT 31·07·18

Copy to DIO NIC, Keonjhar for information and necessary action. He is requested to web hoist in the District website for information & necessary action of the all concerned.

PROJECT DIRECTOR
D.R.D.A.KEONJHAR