

**Short Term Tender Notice**  
**Tender No. 03/2016**  
**U.P. Council of Sugarcane Research, Shahjahanpur**

**Subject: Printing & supply of Brochures, Letter pad, Flax, Proceedings etc**

Tenders invited on 30-08-16 have been cancelled. Fresh sealed tenders as Technical Bid and Financial Bid in separate envelopes, are invited from reputed Printers & Suppliers for printing & supply of Brochures, Letter pad, Flax printing, Proceedings & other articles for National Symposium to be held on 21 to 23 Dec., 2016 at Shahjahanpur.

Tender Form along with detailed specification may be collected from this office on or before 25.10.2016 on payment of Rs. 500/- cash or can be downloaded from our website ([www.upcsr.org](http://www.upcsr.org)) with DD of Rs 500/- drawn in favour of undersigned. Filled tender forms along with an earnest money of Rs. 10,000/- should reach this office on or before 25.10.2016.

Director,  
U.P. Council of Sugarcane Research  
Shahjahanpur

**Tender Form**  
**U.P. Council of Sugarcane Research, Shahjahanpur**

Tender No.	: 03/2016
Cost of tender form	: Rs. 500/-
1. Subject	Printing & supply various brochures, Letter pad, proceeding & other articles for national symposium.
2. Last Date & Time for sale of Tender Form	: 25-10-16, 13.00 hrs
3. Last Date & Time for Receipt of Tender along with earnest money	: 25-10-16, 14.45 hrs
4. Time & Date for Opening of Tenders	: 25-10-16, 15.00 hrs
5. Venue of opening of Tender	: Library Hall, UPCR, Shahjahanpur
6. Value of earnest money	: Rs. 10,000/- in shape of D.D.

## Specifications

S. N	Name of Items	Specifications	Quantity	Remark*
1.	Brochure with printed envelope	Threefold on glossy paper of 300 GSM with lamination and multi colour print double sided, Size 9.5" x 16"	500 Nos	Provide sample
		Envelope on 120 GSM with multi-colour print		
2.	Letter Pad	Multi colour printing on executive bond paper, A4 Size	100 x 5	Provide one sample
3.	Letter Pad	Multi colour printing on executive bond paper, A5 Size	100 x 5	
4.	Writing pad	6"x8" (40 Pages) with cover page print on 150 GSM	500 Nos	-
5.	Identity card with holder	6"x4" (LxW) digital colour print with printed ribbon of 90cm x 2 cm (LxW) fitted in clip	400 Nos	Provide sample
6.	Certificate	A4 Size on Glossy paper 300 GSM, multi colour print	500 Nos	Provide sample
7.	Proceeding of National Symposium	A4 Size (Approx. 300 Pages), cover page 300 GSM, both side lamination, Inner page 120 GSM art paper with multi colour print	500 Nos	Provide sample
8.	Coupon set with (3-Breakfast, 3-Lunch and 2-Dinner)	Paper 100 GSM, size- 3" x 4"	500 set	-
9.	NS-2016 Schedule at a Glance	Size 18" x 9" on 200 GSM art paper with multi colour printing	500 Nos	-
10.	Flax Banner size- 5' x 2' with stand	Best Quality Flax with digital printing, High quality Aluminum stand	20 Nos	Provide one sample of each item (Sl. No. 12-17) and flax sample on one square feet.
11.	Flax Banner size- 15' x 3'	Best Quality Flax with digital printing	02 Nos	
12.	Flax Banner size- 18' x 6'	Best Quality Flax with digital printing	02 Nos	
13.	Flax Banner with standy, size- 6'x 3'	Best Quality Flax with digital printing, High quality Aluminum stand	06 Nos	
14.	Flax Banner, size- 12' x 4'	Best Quality Flax with digital printing	02 Nos	
15.	Miscellaneous flax printing	Best Quality Flax with digital printing	10	
16.	Cash Receipt	Size- 8" x 5" (LxW), in duplicate, with multi colour printing	100 x 5	
17.	Ball Pen	Approx. prize – Rs. 10/- each	600 Nos	

## Terms & Conditions

1. Supply will be accepted on bill basis and the payment will be made after satisfactory supply.
2. Rate should be quoted F.O.R destination including packing and forwarding charges, but exclusive of C.S.T./vat.
3. Certificate of registration copy (CST/Vat/Pan No.) with tender.
4. Tender should be submitted in two bid system as below:  
Part-1- Technical bid with registration copies, Ernest money, detail of email, phone/fax no. & contact person.  
Part-2- Financial bid.
5. Supply will be made within 15 from days from the date of placement of the supply order.
6. Vat & TDS deducted as per govt. Rules. Security money 10% will be deposited after issue of supply order. Ernest money adjusted may be in security amount on your request.
7. Sample of Sl. No. 2 must be attached as per specifications strictly, otherwise technical bid of concerned firm will be cancelled. Supply will be made within 15 days from date of placement of the supply order.
8. Director, U.P. Council of Sugarcane Research, Shahjahanpur has reserved the right to accept or reject any or all the tenders without assigning any reason.
9. Tenderer can be present on tender opening time.