

TATA INSTITUTE OF SOCIAL SCIENCES

DEONAR, MUMBAI 400 088

PURCHASE & STORES SECTION

NO: P & S/TARINA/ARCV/2019

DATE:	15 th March, 2019
DUE DATE:	Friday, 22 nd March 2019
TEL NOS:	09987 55 22 89 / 022 2552 5228
ENQ NO:	TISS/2019/TCI/2019

TENDER INVITATION

Kindly submit your sealed quotation in the prescribed format for TARINA, TCI, Qutub Place, Delhi Office as given below, duly filled in, signed, and sealed by you on or before **Friday, 22nd March 2019** to the Despatch Section addressing to the Section Officer, Purchase & Stores Section, Tata Institute of Social Sciences, Sion Trombay Road, Deonar, Mumbai 400 088. on any working days between 10.30 a.m. and 4.00 p.m. superscribing above enquiry number with due date on the envelope.

ESTIMATION FOR ANNUAL REQUIREMENT

SL	Description of Printing Materials	UoM	COST/HEAD	GST (%)	TOTAL COST
1	Color printing of Study Materials (Policy Brief & Publications, A-4 (100 gsm)	Per Page/Side			
2	Black & White Printing, A-4 (100 gsm)	Per Page/Side			
3	Flex Banner	Per Sq Ft.			
4	Luxury/ Superior quality Standees (3'x 6')	Per Piece			
5	Roller Poster for luxury standee (3'x 6')	Per Sq Ft.			
6	Roller Poster for Superior standee (3'x 6')	Per Sq Ft.			
7	Ordinary Standees (3'x6')	Per Standee			
8	Roller Poster for ordinary standee (3'x 6')	Per Sq Ft.			
9	L-Folder print	Per Piece			
10	Small Stickers (minimum 300 stickers, 2" x 2")	Per Pkt			
11	TCI – TARINA BROCHURE (0-300 Copies)	Per Piece			
12	TCI – TARINA BROCHURE (Greater than 1000 Copies)	Per Piece			
13	TARINA - At a Glance (Annual Report 0-300 Copies) 20 Pages	Per Book			
14	TARINA - At a Glance (Annual Report Greater than 1000 Copies)	Per Page/Side			
15	Printing of Additional Pages for TARINA - At a Glance (Additional Pages in multiple of 4 pages)	Per Piece			
16	Participants' Badges (With holders, strings and individual names)	Per Piece			
17	Printing of Participants' Certificates (DTP Work, Creative & Printing up to 10 Certificates)	Per Artwork			
18	Creative Charges for A-4 Size (incl. DTP Designing, Editing etc.)	Per Artwork			
19	Framing Charges for A-4 size	Per Frame			
20	Framing Charges for A-3 size	Per Frame			
21	Printing of Visiting cards	Per 100			
22	Designing Charges	Hourly			

TERMS & CONDITIONS

- The rates of GST and other statutory levies should be shown separately.
- Please indicate discount, if any offered by you for an educational and non-profit organization
- Institute reserves the right to accept or reject any one or more quotations for the same item without assigning any reason whatsoever and the decision of the Institute in this regard shall be final and binding on all dealers. Institute also reserves the right not to accept the lowest quotation as may be deemed necessary in the larger interest of the Institute
- The Payment will be made only after the successful supply of materials/equipment (on or before 30 days)
- The validity of the offer needs to be till . 31st March, 2020 (One Year Rate Contract).

Date: 14th March, 2019

K. Seethalakshmi
Section Officer (Purchase & Stores)

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14/03/2019