



Himachal Pradesh State Pollution Control Board
Him Parivesh, Phase-III, New Shimla-171009
Telephone Nos.: 0177-2673766, 2673020



No.PCB/ (Mass Awareness)/ Comic Book/2022 – 3924-25

Dated 10/06/2022

To

1) **The System Manger (IT)**
HP State Pollution Control Board
Him Parivesh, Phase – III, BCS, New Shimla – 171009

2) **The Notice Board**
HPPCB, Head Quarters,
New Shimla-171009

Subject: - Limited Tender for Publication of 44 pages A5 size Comic Booklet and one A3 size calendar poster inviting of Quotation therefor.

Madam/Sir,

I am directed to invite Tender / Quotations for printing of A-5 Size Comic booklet comprising of 44 pages, equivalent 11 A4 size pages and one dedicated A3 size calendar poster as per the following technical specifications/details:

Sr. No.	Pages (matte/ glossy paper)	Number of A-5 pages	Equivalent of A4 size	Thickness (GSM)	Types of paper	Remarks
1	Both-sided Cover and back pages	2	1	300	Matte / Glossy	-
2	Both sided normal pages	16	8	150	Matte / Glossy	
3	Both sided Post cards matte/glossy paper with perforation (shall have 4 postcards)	2	1	300	Matte / Glossy	Tearable/perforation
4	One-sided Sticker paper A4 sheet (the middle page of the booklet)	2	1	100	Matte / Glossy	-
5	A3 sheet folded and glued at seam inside the booklet	1 no. of A3 sheet	-	100	Matte / Glossy	Glued near binding

Note: Rates for matte and glossy paper booklets are required to be submitted separately for the numbers mentioned below:-

Items	No of copies	No of copies	No of copies
Rates for publication on Matte paper inclusive of GST	8000	15000	20000
Rates for publication on Glossy paper inclusive of GST	8000	15000	20000

A specimen of the draft booklet is placed with the Mass Awareness Division of HPSPCB Head Office located at Phase-III New Shimla-171009, which can be inspected / seen physically during working hour of the State Board till 29th June 2022. The Agency shall also bring sample Matte / Glossy papers of above thickness sizes at the time of opening of Tender i.e. on 30th June, 2022 at 3.00 PM.

In view of above, you are requested to submit the quotes in the sealed envelope superscribing "Quotes for printing of Comic booklet" addressed in favour of the Member Secretary, H.P. State Pollution Control Board, BCS, Phase – III, New Shimla-171009 (H.P.) for the above referred number of publications. The quotations shall be opened on **30th June, 2022 at 03:00 PM** by the Purchase/Tender Committee. The rates will remain valid for one year.

For any Inquiry, the agency may contact Sh. Shashi Shekhar, Scientific Officer (MA) at Mobile No. – 94180-66031.

Terms & Conditions

1. Agency desirous to submit the rates for printing the above-stated Comic Booklet needs to give a written undertaking of having at least five years of experience in the relevant field for conducting above type of works.
2. If the printing material / final printing of jobs is not supplied within the stipulated time, penalty for late execution of work will be imposed @ 1/2 % per day for the unsupplied material / job in question.
3. No correspondence will be entertained after opening of the bids.
4. The offer of rates will be subject to the price fall clause i.e. if any service / job is offered at any place in India, he shall not charge higher rate for the job offered to the HP State Pollution Control Board in the Bidder / Tender. In the event of higher rates offered by such Bidder / Tenderer, the rates so offered can be rejected at any stage.
5. **The Successful Tender shall have to deposit 10% amount of total value of the ordered quantity as security amount within three days from the date of supply order.** Such security amount will be liable to be forfeited in full or in part at the discretion of the Member Secretary, HP State Pollution Control Board, Shimla. Such security shall be furnished in the form of duly pledged FDR or Bank Guarantee from a Commercial Bank, which shall remain valid for a period of 60 days from the date of completion of contract subject to the best satisfaction of the HP State Pollution Control Board.
6. The Prospective Bidder should attach the following certificate:-

Certified that I/We have read the Terms and Conditions of the Tender for the printing of Comic Booklet carefully and undertake to abide by them faithfully. It is further certified that I/We shall complete the work to be allotted to me/us within the time schedule given in the order at the rates quoted or flat rates accepted by me/us in writing. This shall be treated as agreement.

7. The Member Secretary, HP State Pollution Control Board, Shimla reserves the rights to *Add or Delete* any condition at any stage in the interest of HP State Pollution Control Board without assigning any reason.
8. The Member Secretary, HP State Pollution Control Board, Shimla reserves the right to *accept / reject* any Tender without assigning any reasons and also reserves the right to *increase or decrease* the number of copies to be printed.

Yours sincerely

M L Y 10/05/22
Pr. Scientific Officer
HPSPCB, Shimla, (HQ)