

MADRAS FERTILIZERS LIMITED
(A Government of India Undertaking)
Post Bag No.2, Manali, Chennai 600 068

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Printing of Annual Report 2016-17 – Madras Fertilizers Limited

Madras Fertilizers Limited invites sealed tenders from the reputed printing agencies based at Chennai for printing of our Annual Report 2016-17. The Notice Inviting Tender, Price Bid and tenderer details formats are provided in attachments. The tenderers are requested to download the specimen Annual Report of MFL for the year (2015-16) using the website link http://www.madrasfert.nic.in/investors_information.htm, if required.

Kindly send your offer as mentioned in the Notice of Tender thru sealed cover superscribing **"Quote for Printing of Annual Report 2016-17 - Enquiry No. CS/AR-01/2017"** to the Company Secretary, Madras Fertilizers Limited, Manali, Chennai 600 068.

Please do not send the offer by email. Offers received through e-mail will not be considered and liable for rejection.

Please note that the offer covers should reach us on or before 28.07.2017 (Friday) at 03.00 PM.

MADRAS FERTILIZERS LIMITED, MANALI, CHENNAI 600068
LIMITED TENDER ENQUIRY FOR PRINTING OF ANNUAL REPORT 2016-17

NOTICE INVITING TENDER

We invite quotation for printing of Annual Report 2016-17 including art work and design for cover page and Hindi Translation per specifications stated below:-

Item Description	Specification	Quantity (Copies)
Deluxe Edition	Measurement of Annual Report: 27.5 X 20.5 CM. Version : Hindi & English (approx. 80 X 2 = 160 pages) Cover Pages: 210 GSM Foreign Art Board & laminated 4 pages wrapper with colour photograph on both inner & outer sides. Printing of Chairman, Directors & other photos in colour for Deluxe edition including films, plate making and all related charges for all colour photos on both inner and outer sides of wrappers. Inner Pages: 80 GSM maplitho for text printing in two colours.	250
Deluxe Edition (Need Basis)	Every additional 1 sheet (4 pages) of 80 GSM maplitho paper for text printing	250
Ordinary Edition	Measurement of Annual Report: 27.5 X 20.5 CM. Shareholder's copy English Version (approx. 80 pages) Cover Pages: 100 GSM maplitho wrapper with colour photos on both inner and outer sides. Inner Pages: 60 GSM maplitho text printing in single colour.	23700
Ordinary Edition (Need Basis)	Every additional 1 sheet (4 pages of 60 GSM maplitho paper) for text printing	23700
Chairman's Speech	80 GSM maplitho (1 A3 sheet of four pages – back & back)	500
C&AG Report (Need Basis)	80 GSM maplitho (1 A3 sheet of four pages – back & back)	6000
Estimated Value	₹ 4.60 Lakhs (Approx)	
Security Deposit	Successful tenderer shall submit 5% of the contract value either in the form of Bank Guarantee in favour of Madras Fertilizers Limited, Manali, Chennai 600 068 or DD drawn on Madras Fertilizers Limited, payable at Chennai.	
Delivery	As specified in the Price Bid Format.	
Payment	Within 30 days from the date of completion of delivery of each item against submission of bill.	
Qualification Criteria	1.Tenderer should have printing facility at Chennai. 2. Tenderer should agree to provide Security Deposit as above immediately, in the event of award of work. 3. Tenderer should agree to other terms & conditions of tender 4. Offers should be submitted on the tenderer's letterhead in the sealed cover superscribing Quote for Printing of Annual Report 2016-17 - Enquiry No.CS/AR-01/2017 with due date and sent to the Company Secretary, Madras Fertilizers Limited, Manali, Chennai 600 068.	
Evaluation Criteria	L1 Tenderer among the tenderers' who have quoted the least delivery period.	
Other Terms and Conditions	The Printer shall take care of proof reading and provide the final proof to MFL for clearance. After approval of proof by MFL, the final report should be accurate and in conformity to the approved proof. The report should be delivered in the place and time as instructed by MFL in the Award of Work. In case of any deviation, the printer shall be held liable and the reports may be rejected and the printer shall be held responsible for all costs, damages and consequences thereof and MFL reserves its right to forfeit the SD without prejudice to initiation of other legal proceedings against the printer for recovery of such losses.	

Liquidated Damages (LD)	In case of delay in completion of the job beyond the stipulated time as above, Liquidated damages (LD) will be levied at the rate of 0.5% per week of the delay or part thereof, subject to a maximum of 5% of the delayed supply value.
Arbitration	Any or all disputes arising out of the contract / agreement shall be settled by mutual discussions and in the event of failure to do so, such dispute(s) shall be referred to a sole arbitrator, who will be appointed by mutual consent for settlement of such dispute(s) and whose decision shall be final and binding. In the event of failure to appoint such a sole arbitrator, with mutual consent, then the sole arbitrator will be appointed through the High Court of Judicature of Madras. Subject as aforesaid, the Arbitration and Conciliation Act 1996 shall apply to the arbitration proceedings under this clause and such arbitration shall be in English and take place in the city of Chennai, Tamil Nadu.

Offers should be submitted in the prescribed price bid format attached herewith in a sealed cover **"Superscribing Quotation for printing of Annual Report 2016-17 indicating Enquiry No.CS/AR-01/2017** addressed to the **Company Secretary, Madras Fertilizers Limited, Manali, Chennai 600 068** to reach us **on or before 03.00 pm on 28.07.2017.**

Encl. : a) Notice Inviting Tender, Price Bid & Tenderer Details Format
b) MFL's Annual Report 2015-16 (The Annual Report for the year (2015-16) is posted on our website. The Tenders can download the Annual Report using the website link http://www.madrasfert.nic.in/investors_information.htm if required.

**PRINTING OF ANNUAL REPORT 2016-17
PRICE BID FORMAT**

Item Description	Specification	Qty (Copies)	Rate (₹)
Deluxe Edition	Measurement of Annual Report: 27.5 X 20.5 CM. Version : Hindi & English (approx. 80 X 2 = 160 pages) Cover Page: 210 GSM Foreign Art Board & laminated 4 pages wrapper with colour photograph on both inner & outer sides. Printing of Chairman, Directors & other photos in colour including films, plate making and all related charges for all colour photos on both inner and outer sides of wrappers. Inner Pages: 80 GSM maplitho for text printing in two colours.	250	
Deluxe Edition (Need Basis)	Every additional 1 sheet (4 pages) of 80 GSM map litho for text printing of Deluxe edition	250	
Ordinary Edition	Measurement of Annual Report: 27.5 X 20.5 CM. Shareholder's copy English Version (approx. 80 pages) Cover Page: 100 GSM maplitho wrapper with colour photos on both inner and outer sides. Inner Pages:60 GSM maplitho text printing in single colour.	23700	
Ordinary Edition (Need Basis)	Every additional 1 sheet (4 pages of 60 GSM maplitho paper) for printing text of ordinary version	23700	
Chairman's Speech	80 GSM maplitho (1 A3 sheet of four pages – back & back)	500	
C&AG Report (On Need Basis)	80 GSM maplitho (1 A3 sheet of four pages – back & back)	6000	

Note : 1) Rate shall include all other charges / applicable taxes.

2) Delivery Period:

Full Ordinary Edition – To be delivered within 5 days from the date of approval of final proof by MFL

Full Deluxe Edition - To be delivered within 7 days from the date of approval of final proof by MFL

Full Chairman's Speech – Within 3 days from the date of MFL's confirmation

3) Payment Term: Within 30 days from the date of completion of delivery and acceptance of each item against submission of bill.

4) Quotes should be submitted in the above format only. Otherwise the tender may be rejected. MFL reserves the right to accept or reject any or all tenders without assigning any reason.

SIGNATURE

SEAL

PRINTING OF ANNUAL REPORT 2016-17

TENDERER DETAILS

Name of the Tenderer	
Address	
Name & Designation of the Authorised Signatory	
PAN No.	
GSTIN	
Name of the Bank	
Bank Account No.	
IIFSC / NEFT / RTGS CODE	
Address of the Bank	
Constitution of the Tenderer	