

TENDER DOCUMENTS

Odisha State Museum is a research oriented institute as well as an accademical institute and a treasure house of valuable information in both tangible and intangible heritage. Every year Museum undertakes publication works of high standard on the various subjects. These publications render immense help to the scholars and researchers. Books are always demandable and fulfill the aims and objects of Museum ideology. During this financial year Museum has decided to publish a book "Monographs on Prehistoric Splendours of Odisha" in English language with excellent get up.

Eligibility Criteria

1. The responding tenderer should have undertake similar work in the recent past for at least 3 years for printing of high quality books in international standard. A list of similar jobs undertaken previously and details proof should be submitted.

2. Qualification- The firm himself should be qualified person has qualified staff regarding the subject of history and Odia and know the diacritical marks.

3. The tender should have a requisite TIN, GST, PAN (up to date), Service Tax registration numbers as required under relevant rules and firm should be registered under rule and regulations.

4. Tenderers may submit sample of inner and cover page papers along with their tenders.

How to Apply:- Application may be submitted by sealed envelopes containing two bids viz. 'Technical Bid and Financial Bid separately in two envelopes which should be kept in a single cover super scribed with the following words " Tender for Printing / Publish of books in Odisha State Museum. The application should be submitted to the office of the Superintendent, Odisha State Museum, Bhubaneswar-14 not later than 28.02.2018 at 3.00 P.M. along with EMD of 5% of the total cost by way of D.D. in favour of "Superintendent of Museum, Odisha, Bhubaneswar".

Technical Bid:-

- a. Detailed profile of the publisher including proof of registration etc.
- b. Qualification and experience of professional team.
- c. Details of past experience of similar work.
- d. Hard copy of samples of past work.
- e. Original receipt of tender documents.
- f. Valid Service Tax, GST, PAN (up to date)
- g. The firm should have sufficient infrastructure to complete the work in stipulated period.

Financial Bid :-

- a. The requisite payment shall be released after due delivery of the items at Odisha State Museum, Bhubaneswar in good condition and no advance amount payable on order.
- b. The rates quoted should be valid for at least one year from the date of award of work.
- c. Payment of accounts will be transferred to the parties on their Bank Account.
- d. Financial bid of only the technically competent applicants will be opened and the lowest bid will be awarded the order EMD of 5% of total cost paid by D.D. favouring "Superintendent of Museum, Odisha, Bhubaneswar. Odisha State Museum, Bhubaneswar reserved all the right to reject / accept any all tenders assigning any reason there off.

Terms and Conditions :

1. The successful tenderer shall have to enter in to an agreement with Superintendent, Odisha State Museum, Bhubaneswar.
2. The firm shall have to take up the work within the stipulated period.
3. In case of any legal dispute the decision of Superintendent of Museum shall be final and binding.
4. The firm has to submit the tender paper within the stipulated time otherwise tenders will not be accepted.
5. The rate should be quoted in words and figures otherwise the tender will be liable for rejection. In case of discrepancy between words and figures the words shall prevail. The tender document should be legible and free from error, over writing or conversion of figures. In case of any over writing not signed by tenderer will be liable for rejection.
6. Firm should have GST/ IT / PAN No.
7. All manuscripts will be supplied by the authority.
8. Firm has to make DTP of all manuscripts before printing.

Specification :**A)**

1. Name of the Book – Monograph on Prehistoric Splendours of Odisha.
2. Language – English and approximately 300 Pages
3. Size of the Book -1/4 crown
4. Cover binding –Hard board binding with jacketing and glossy lamination cover paper quality300GSM.
5. Inner paper quality-130GSM (Black and White) colour photo paper quality-130 GSM glossy paper
6. Sticking –Jooz stiching
7. Letter size-14 point.
8. Quantity - 300 copies

Specification of Book:

1. Cover binding –Hard board binding with jacketing and glossy lamination cover paper quality300GSM.
2. Inner paper quality-130GSM (Black and White) colour photo paper quality-130 GSM glossy paper
3. Size of the Book -1/4 dimai
4. Sticking –Jooz stiching
5. Letter size-14 point
6. Letter Specification – Letter with diacritical marks as per required in the above books.
7. Name of the book – Monograph on Prehistoric Splendours of Odisha.
8. Language – English
9. Approximately 300 pages.
10. Size of Book – ¼ dimai
11. Cover Page – Laminated hand board binding.
12. Cover Paper Quality – 300 GSM, Mate finishing
13. Multi colour printing with photographs in all pages.
14. Quantity -300 copies.

Sd/-

Superintendent of Museum,
Odisha, Bhubaneswar.

OFFICE OF THE SUPERINTENDENT OF MUSEUM: ODISHA: BHUBANESWAR:

Tel / Fax -:0674-2431597

Email-supdt.museum@hotmail.com

TENDER CALL NOTICE NO. _____ /OSM.,Dt.,_____.

Sealed tenders are invited from the intending registered printers / publishers for printing of books in best quality of paper and binding in following names. Details will be available in the Odisha State Museum, Website www.orissamuseum.nic.in/index.htm which may be downloaded and also available in the office of the Superintendent of Museum, Odisha, Bhubaneswar from 10.30 A.M. to 4.00 P.M. from 20.02.2018 to 28.02.2018 on payment of Rs.1,000/- + GST 4%. If downloaded from website bidder has to produce D.D. of Rs.1,000/- + VAT 4% at the time of tender submitted in favour of "Superintendent of Museum, Odisha, Bhubaneswar-14" payable at Bhubaneswar. The last date, time and place for submission of bid documents is on 28.02.2018 up to 3.00 P.M. in the office of the undersigned. The authority reserves the right to accept/reject any or all tenders without assigning any reason there off.

Name of the Books :-

1. Monograph on Prehistoric Splendours of Odisha.

Sd/-

Superintendent of Museum,
Odisha, Bhubaneswar.