



सिलवासा नगर परिषद
SILVASSA MUNICIPAL COUNCIL
दादरा एवं नगर हवेली, /DADRA & NAGAR HAVELI,
सिलवासा /SILVASSA



No. DNH/SMC/ADM/PROC/23/2019/CO SMC/I/2392/2019 Date: 19/08/2019

Subject:- Work of Printing of various books in Silvassa Municipal Council

-: LIMITED TENDER NOTICE: -

Sealed Limited tenders are hereby invited from the interested suppliers for supply of following item as to reach the undersigned on or before **26/08/2019** upto 14.00 Hrs. by post or by hand delivery.

Sr. No.	Item Description	Qty	Unit	Basic Rate	Total Amount (Including GST)
1	Receipt Book with perforation binding for all types of taxes, Birth & Death Certificate (Black & White print, 50-60 GSM paper, 100 white+100 yellow receipt each both printed)	520	Books		
2	Income Certificate Book with perforation binding (Multicolor Digital Print, 100 GSM paper, 100 white + 100 white paper printed)	50	Books		
3	Application form of Income Certificate (Multicolor Digital print. 100 GSM paper, no. of pages 2 front & back print)	5000	Forms		

	with centre fold, open size A3, closed size A4)				
4	Penalty fine book for plastic bag and other (Black & White print, 50-60 GSM paper, 100+100 receipts each both printed, both side print)	50	Books		
5	General Receipt book (Black & White print, 50-60 GSM paper, 100+100 receipts each both printed)	40	Books		
6	House Tax Certificate (Black & White print, 50-60 GSM paper, 100+100 receipts each bot printed)	120	Books		
7	Letter Head (100 GSM Bond paper, Multicolor print)	2750	Nos		

The Earnest Money Deposit (EMD)/ Bid Security (Refundable) is Rs.5500/- (Rs. Five Thousand Five Hundred Only).

Terms & conditions are as under:

1. The rates for the above items should be inclusive of all taxes & quoted for the unit shown against each item & FOR at Silvassa.
2. The firms who are able to supply should quote the rates / provide materials from licensed outlets on receipt of the clear supply order by this Department.
3. Sealed envelope should be super scribed word **“Work of Printing of various books in Silvassa Municipal Council”**.
4. The supply should be completed within prescribed time limit given by the Department.

5. The materials found defective or damaged or otherwise not as per specification given, shall be rejected. The firm should replace the same otherwise payment will not be made.
6. The payment will be made after full satisfaction of the representative of Department.
7. The suppliers should quote their rates in their own letter pad OR on plain paper with their rubber stamp.
8. The rates should be valid upto 31/12/2019.
9. Right to reject or accept any or all limited tenders are reserved with the undersigned.
10. The sample for the said product must be submitted along with the tender.
11. Tender Fees of **Rs.500/-** should be submitted in favour of the under signed in the form of Demand Draft/Fixed Deposit Receipt.
12. EMD for an amount of **Rs.5500/-(Rs. Five Thousand Five Hundred Only)** should be submitted in favour of the under signed in the form of Demand Draft/Fixed Deposit Receipt.
13. The tenders shall be opened on 26/08/2018 at 15:00 hrs. in presence of the bidders if any.
14. Limited Tenders received without EMD shall be rejected.

Sd/-
Chief Officer
Silvassa Municipal Council
Silvassa

Copy to:

1. The President, Silvassa Municipal Council, Silvassa for information please.
2. All Head of Office, D&NH, Silvassa for kind information and wide publicity.
3. The Assistant Director (IT), DNH, Silvassa with request to uploading in DNH Administration Website and Silvassa Municipal Council official website (www.smcdnh.nic.in).
4. Notice Board.