



## CSIR-NATIONAL GEOPHYSICAL RESEARCH INSTITUTE

(Council of Scientific & Industrial Research)

Uppal Road, Hyderabad-500 007, (Telangana), India

Tel: +91 40 27012887 / 27012486; Fax: +91 40 27171564;

e-mail: [purchase@ngri.res.in](mailto:purchase@ngri.res.in)

No.45(06)2016-Pur/T-165

March 03, 2017

### INVITATION TO TENDER

<b>Sub: Tender for Printing and supply of 24 pages book in five languages - Reg.</b>
<b>Ref: Our Enquiry No.45(06)2016-Pur/T-165, dated 03-03-2017</b>
<b>Last date of submission : 21-03-2017 by 2.30 p.m</b>
<b>Date of Opening : 21-03-2017 at 3.30 p.m</b>

Tenders are invited for printing and supply of the following books as per terms and conditions mentioned below and overleaf. **Please submit your tender in sealed cover so as to reach us on or before 21-03-2017 by 3.30 p.m.**

Sl. No.	Description	Quantity
1	Printing and supply of books "Earth - Earthquakes and Essentials of Safety" 24 pages book with Multi Colour (20 pages of 130 GSM Art Paper + 4 pages of 220 GSM Art Card) in English, Telugu, Marathi, Hindi and Assamese Languages (5000 copies in each language)	25000 Books

Experience : The tenderer should have 2 years of previous experience of printing in similar work, as on date of tender advertisement. Documentary evidence of this shall be submitted with tender, in the form of P.O. copies, work order and also printed copies.

#### Terms & Conditions:

- 1) Delivery : The entire books should be delivered in one lot within 15 days from the date of P.O.
- 2) Payment : 100% payment will be made after completion of the delivery of all 25000 books.
- 3) Validity Period : Offer should be valid for 90 days from the date of opening of tender.
- 4) Sample collection : The bidder may inspect / collect the samples from NGRI-Seismology Division before submitting the tender.
- 5) Important condition : After getting the order, all sample books in each language must be got approved before printing, failing which books will not be accepted.

S.GNANAPRAKASAM  
Controller of Stores & Purchase

## TERMS & CONDITIONS

1)	We are interested in the material available from <b>Ready Stock</b> .
2)	The rate quoted should be <b>free delivery at NGRI Stores, Hyderabad</b> .
3)	The complete offer should be typed in the letterhead of the tenderer. The offer should be signed & stamped by Company's authorized signatory.
4)	Rates quoted in the tender should be <b>inclusive</b> of all taxes, and should be valid for 90 days. Breakdown details of packing, forwarding, freight and insurance charges in percentages should be shown separately. The goods should be insured in our favor against all risks from Warehouse to warehouse.
5)	The rate of VAT/CST should be clearly indicated wherever chargeable. This Institute is <b>not eligible to issue C or D form</b> .
6)	The Delivery period should clearly be indicated and strictly adhered to in the event of an order is placed against your offer. Late delivery will attract liquidated damages @1 % per week subject to a maximum of 10% of the total value of supply order.
7)	Incase any of the items mentioned on pre-page is on the current rate/running contract please quote the DGS&D rate contract reference and also send a copy of the latest R.C.
8)	<b>Payment</b> for the supply will be made by Crossed Cheque/Demand Draft/NEFT/RTGS E-payment through our bankers State Bank of Hyderabad, Habshiguda Branch, Hyderabad-500 007 <b>within 30 days from the date of receipt and acceptance of material</b> and your bill in triplicate original signed over a revenue stamp affixed.
9)	Quotation erased & overwritten, will be summarily rejected unless corrections are authenticated with the tenderer's signature.
10)	The Offer should be submitted strictly as per the terms and conditions failing which the offer will be liable for rejection. In the event of the tenderer remaining silent on any terms& conditions of the NIT, it will be presumed that the tenderer(s) have accepted such terms and conditions in the event of any order/contract on them.
11)	<b>No deviation of the terms and conditions is acceptable. Terms and conditions which are in deviation of the tender terms are liable for rejection without making back reference to the tenderer.</b>
12)	<b>Conditional tenders will not be accepted.</b>
13)	The quotation should be sealed and addressed to the Director, N.G.R.I, Uppal Road, Hyderabad., Telangana, India. Each quotation sent by post in closed double cover. The inner cover should be sealed with wax and super scribed as per subject and enquiry No. mentioned on pre page. The outer cover should bear only the address of the office without any mention of quotation within. Quotation delivered personally should be delivered to the Receipt & Dispatch Section of NGRI. Late & Delayed tenders will not be considered.
14)	NGRI does not take any responsibility for loss of tender in transit.
15)	The tender(s) should enclose the list of similar item(s) supplied to any of the C.S.I.R Laboratories for the past three years with complete address, telephone /Fax No. and the contact person to whom they have supplied and installed similar item(s)with their tenders along with the prices finally paid.
16)	The Director, NGRI reserves the right to reject or accept or withdraw the tender in full or part and to increase or decrease the quantity without assigning reason thereof.
17)	The quotations are liable to be rejected if any of the above conditions are not complied with. The quotations should be complete in all respects duly signed wherever required. Incomplete and unsigned offers will not be considered. Quotations that are unclear leave room for interpretation will be considered non-responsive and will not be evaluate.
18)	<b>ARBITRATION:</b> a) Unless otherwise specified, in all cases of disputes which cannot be settled by mutual negotiations, the disputes or differences shall finally be settled and binding on both parties by arbitration in conformity with the rules of Indian Arbitration Act, 1996. All disputes or differences what so ever arising between the parties out of relating to the construction, meaning and operation or effect of the general terms and conditions including the Purchase Order or the breach thereof shall be settled by Arbitration Act, 1996 and the award made in pursuance thereof shall be binding on the parties. b) Performance of the purchase order shall continue during arbitration and any subsequent proceedings. c) The Jurisdiction and Venue of arbitration shall be Hyderabad. The Arbitrator will be the Director, N.G.R.I, or his nominee.
19)	<b>RISK PURCHASE:</b> If you fail to deliver the ordered material within the maximum delivery period stipulated in the purchase order, we may procure the same items in such a manner as it deemed appropriate for us. And, if we happen to incur any additional cost in the process of our procurement of similar materials you are liable to pay the same.
20)	<b>FORCE MAJURE:</b> If the performance of the obligation of either party is rendered commercially impossible by any of the events herein-after mentioned, the same party shall notice of 15 days from the date of such an event in writing to the other party. i) Government regulation; (ii) Legislation; (iii) Natural disasters; (iv) Strikes; (v) Lockout; (vi) Act of God.