

Short Term tender/bid invited for Printing of Coffee Table Book of
the University of Lucknow



UNIVERSITY OF LUCKNOW

Bids are invited by university of Lucknow
for printing of Coffee Table Book. Your bid
must reach the Procter office of the
University of lucknow by 28 September 2020
before 4:00 P.M. For details log on to
www.lkouniv.ac.in Registrar

Non Transferable

Notice Inviting Short Term tenders for printing of Coffee Table Book of the University of Lucknow, Lucknow-226007

Sealed tenders are Invited from registered, experienced and reputed firms under two bid system, i.e. Technical Bid and Financial Bid for printing of **Coffee Table Book** of the University of Lucknow, Lucknow-226007.

A. Description of the work:

- Printing of Coffee Table Book
- Qty-500 Books
- Size-12 " X12"
- Text pages 150
- All pages printing in 4/5 color & varnish
- Text paper 190 GSM real art paper.
- Cover pester 4 color with uv coating on 160 GSM real art paper with matt lamination.
- Cover jacket 4/5 color on 190 GSM real art paper with gold foil.
- Creative design all pages with 3 dummy in 4 color
- Three Ready Book before final printing then approve final proof.
- Hard binding with 4.00 mm kapa book with gold foil.
- Box printing 4 color on 300 gsm art card laminated with UV coating, size 13"x13"x1.5" with button.
- No. of pages in each booklet may vary from 08 to 20 pages exclusive of cover. Kindly also quote rate for additional 04 pages if any.

B. Time Schedule:

Last date and time for receipt of tender:	28 September 2020 before 04:00 P.M.
Date and Time for opening bid:	28 September 2020 05.00 PM
Place of deposit of tender:	Procter office, University of Lucknow, Lucknow-226007.

C. Cost of tender form: Rs.1500/- in the form of Bank Draft from any nationalized bank in favor of Finance Officer, University of Lucknow, payable at Lucknow must be enclosed with tender form. Cost of tender form is non-refundable.

D. Validity of tender: 30 days from the date of opening of the tender.

E. Earnest Money: Earnest Money Deposit (EMD) of Rs.25,000/- in the name of Finance Officer, University of Lucknow, Lucknow-226007 in form of bank draft only from any Nationalized Bank payable at Lucknow.

F. The interested firms may put the documents completed in all respects along with Earnest Money Deposit (EMD).

G. The University of Lucknow, reserves all rights to amend or withdraw any of the terms and conditions contained in tender document or to reject any or all tenders without giving any notice or assigning any reason. The decision of University of Lucknow in this regard shall be final and binding on all.

Tender Form

The bidders should furnish the under mentioned information and also enclose the copy of the documents as mentioned failing which their bids will not be considered.

1. Name of the Firm along with Full Address :
2. Name of the Proprietor :
3. Telephone / Mobile Number :
4. Bank Account Number :
5. Income Tax Permanent Account Number :
(Please enclose photocopy)
6. GST No. :
7. Income Tax Return for the past years :
(Please enclose photocopy):
8. Firm deed & Registration of the firm :
(Please enclose photocopy):
9. Attach list of coffee table books published with proof of publication:
10. (a) Demand Draft towards the cost of the Tender Form:
Draft No. Name of the issuing Bank:
Date: Amount: Rs. 1500/-
- (b) Demand Draft for the Earnest Money Deposit:
Draft No. Name of the issuing Bank:
Date: Amount: Rs.25,000/-

Demand Draft should be drawn in favour of Finance Officer, University of Lucknow, Lucknow, payable at any National bank at Lucknow. Tenders/Bids not accompanied by the requisite Demand Drafts shall not be considered and shall be rejected.

Instructions to Bidders & Pre Qualification Requirement of Bidders

1. Tenders are invited from registered and reputed firms having experience in the field. Firm's turnover should be around 6 to 7 crore and Printing experience of 5-7 coffee table books in various reputed organizations.
2. Capacity: The firm should be capable of mobilizing adequate arrangement for the printing of required booklets for University of Lucknow, Lucknow-226007.
3. Penalty: Penalty @ 10% of the value of the order shall be imposed for every day of delay in the supply of the full order.
4. Designing, printing & binding should be one place no third party included.
5. Arbitration: In case of any dispute, the decision of Vice-Chancellor, University of Lucknow shall be binding. University of Lucknow has the right to cancel the tender without assigning any reason.
6. Legal Jurisdiction: For legal dispute, if any, the jurisdiction will be limited to the District of Lucknow.
7. Technical and financial bids, duly signed and stamped are to be kept separately in two sealed envelopes. The Envelope containing bids should be marked on top as "Technical/Financial bid for Printing of Coffee Table book"
- 8.. Tender should be addressed in the name of Head, Department of Journalism & Mass Communication, University of Lucknow, Lucknow-226007.
09. Non compliance of order, in time, will be treated as non compliance of the terms and conditions.
10. No advance amount will be given.
11. Quantity to be supplied and work to be completed may slightly vary at the time of order.
12. Without assigning any reason any or all tenders can be cancelled by the Vice-Chancellor at any stage.

Head, Department of Journalism & Mass Communication,
University of Lucknow, Lucknow-226007.