



ಭಾರತ ಹೆವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್
भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited

(A Government of India Undertaking)

ELECTRONICS DIVISION

P.B.No 2606, Mysore Road, Bengaluru - 560 026

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REF: C&PR: 406: AMM: 15-16

December 19, 2015

Dear Sir/Madam,

**SUB: Rate Contract for Printing & Supply of Our Monthly Newsletter “SPHOORTHI”,
Quarterly Technical Journal “NEXT FRONTIER “ and Product Catalogues.**

We are publishing a monthly newsletter “Sphoorthi” both in Kannada and English, Quarterly Technical Journal in English (like newsletter) and Our Product Catalogues in English. Sample copies of the last issues are enclosed for your ready reference. For this purpose, we would like to enter into a two-year rate contract with a reputed printer who has all the required facilities for printing a high quality newsletter. The specifications, terms and conditions are as given below:-

I. MONTHLY NEWS LETTER ‘SPHOORTHI’:-

Specification:-

1. SIZE : A4
2. PAPER : 130 GSM Indian Art Paper
3. COLOUR : Four colors
4. PROCESS : Offset

II. Please Quote your Offer as detailed below:-

A. Printing of Newsletter with all special effects which may be required and specified by us, including all processes up to delivery of the newsletter.

- i) KANNADA : 800 Copies
- ii) ENGLISH : 500 Copies

SPHOORTHI: KANNADA 800 copies:-

SL. NO.	TYPE OF ISSUE/PAGES	PAPER COST	PRINT COST	REMARKS
1	4 page issue			

2	6 page issue			
3	8 page issue			
4	10 page issue			
5	12 page issue			
6	Every Addl. 2 Pages			
7	Every Addl.100 copies			
a	4 page issue			
b	6 page issue			
c	8 page issue			
d	10 page issue			
e	12 page issue			

SPHOORTHY: ENGLISH 500 copies.

SL. NO.	TYPE OF ISSUE/PAGES	PAPER COST	PRINT COST	REMARKS
1	4 page issue			
2	6 page issue			
3	8 page issue			
4	10 page issue			
5	12 page issue			
6	Every Addl. 2 Pages			
7	Every Addl.100 copies			
a	4 page issue			
c	6 page issue			
c	8 page issue			
d	10 page issue			
e	12 page issue			

B. Printing of Quarterly Technical Journal with all special effects which may be required and specified by us, including all processes up to delivery of the QTJ .

Specification:-

1. SIZE : A4
2. PAPER : 130 GSM Indian Art Paper
3. COLOUR : Four colors
4. PROCESS : Offset

Quarterly Printing of Technical Newsletter “NEXT FRONTIER”:- 1000 Copies.

SL. NO.	TYPE OF ISSUE/PAGES	PAPER COST	PRINT COST	REMARKS
1	4 page issue			
2	6 page issue			

III. PRINTING 'A4' SIZE PRODUCT CATALOGUES:

Specification:-

- i.)Size : A4
- ii.)Colour: Multi colour

For more details on Product Catalogues please refer our Annexure-I. Which is enclosed along with this enquiry.

Description	4 pages of 4 catalogue			6 pages of 4 catalogue			36 pages of 1 Booklet			Remarks
	Qty. (No's)	Unit Value	Total value	Qty. (No's)	Unit value	Total value	Qty. (No's)	Unit Value	Total value	
Paper & Printing	1000			1000			1000			

General Points for Printing of Product Catalogue:-

- 1.Finish :Matt lamination with UV on front and back cover
- 2.Spot UV :Per photograph to be quoted
- 3.Loop stitching :To enable filing without punching.
- 4.Art work will be provided by BHEL
- 5.Colour : Multi colour with one special colour(Gold) where were required.
- 6.Machine proof to be approved by BHEL before final printing.
- 7.Quantity for others may be quoted.

IV. PLEASE QUOTE/FURNISH SEPARATELY YOUR OFFER AS DETAILED BELOW”-

A.

- 1.) PAPER COST
- 2.) PRINTING COST
- 3.) RATE FOR SPOT UV PER PHOTOGRAPH

B. Taxes and Duties:-

V. **Tender Evaluation:**

L1 Position will be determined after taking into account the total cost to BHEL, based on the specifications mentioned above. In case offer is received from any vendor who is not registered with BHEL, acceptance of his offer will be subject to technical evaluation by the committee of BHEL, as per the SEARP guidelines. Such vendors will be assessed by the committee with respect to their capabilities in terms of printing & other related facilities, financial soundness, experience etc....

VI. Terms and Conditions:

1. **Supervision** : BHEL will be engaging the services of an Advertising Agency who will be Coordinating with the printers for printing of the newsletter & product Catalogue. Hence, the printers will have to extend full support to the Advertising Agency in successful supervision of the printing work.
2. **Supply** : Within Four days from the date of supply of complete Artwork/ CD for

Newsletter and Seven days for Product Catalogue from us. For any delay Beyond this period, except under circumstances beyond the control of the Printer, penalty will be imposed as per the prevailing rules of the company.

3. **Quality** : Should be of high standard and be as per the design & artwork Approved by us. Supply of poor quality shall be summarily Rejected and the same will have to be made good at no extra Cost.
4. **Delivery** : a) Should be made at our office, at the above address, in individual Packets as per the list to be provided by us for Sphoorthi.
b) In case of catalogues, name shall be packed in bundles of 100 Copies each.
5. **Payment** : Within 30 days from the date of delivery/receipt of complete bill Whichever is later?
6. **Contract** : For a period of two years, from the date of issue of order.
7. **Rates** : Will be valid for two years. No request for change in rates will be entertained during this period.
8. **EMD & Security** : No EMD. However, the successful bidder will furnish a security deposit as per the rules of BHEL. The amount/form of security deposit **payable Will be as detailed below:-**

SECURITY DEPOSIT:

1. The successful Tenderer shall furnish security deposit to BHEL on the estimated order value of the 2 years 'Rate Contract. The rate of security Deposit will be as below:-
 - i) Up to Rs.10 lakhs : 10% of the contract value
 - ii) Above Rs.10 lakhs up to Rs.50 lakhs: Rs.1 lakh + 7.5% of the amount exceeding Rs 10 lakh.
 - iii) Above Rs.50 lakhs : Rs.4 lakh + 5% of the amount exceeding Rs.50 Lakh
2. The security deposit should be furnished before start of the work by the contractor in the form of cash (as permission able under the income tax act), pay order, demand draft, local cheques (subjected to realization) or bank guarantee (limited to 40% of the value of security deposit and balance 50% in cash or other forma of security), fixed deposit, NSC or as per other provisions of BHEL. No interest will be paid to the contractor for the amount of security deposit during the period of agreement.
3. Failure to pay the security deposit shall be treated as failure it discharge the duties under the contract and shall result in cancellation of the offer of the contact and the tenderer shall be liable to compensate BHEL for any loss incurred by the BHEL.

4. The security deposit shall be returned within a reasonable time after the date of expiry of the contract subject to the contractor carrying out all obligations/ operations as required under the contract.
5. BHEL reserves the right to recover and part or the whole of the amount of the security deposit for losses suffered by the BHEL due to failures on the part of the contractor or due to termination of the contract or the contractor becoming disqualified because of the liquidfucation/insolvency or change of composition or loss/damage caused to BHEL's property. The decision of BHEL in respect of such losses, and the decision shall not be questionable.

Sealed quotations, with paper samples, superscribing **“QUOTATION FOR RATE CONTRACT FOR NEWSLETTER, TECHNICAL NEWSLETTER & PRODUCT CATALOGUE PRINTING”** should be dropped in the **C&PR TENDER BOX** kept in the Reception area of **BHEL**, at the above address, between 9.00 AM and 4.00PM from Monday to Friday and between 9.00 AM and 12.00 Noon on Saturdays. **The quotations will be accepted up to 2.00 PM on 4th January 2016** and will be opened at **2.15 PM** on the same day in the presence of tenderers or their authorized representative who choose to be present.

BHEL reserves the right to reject any or all tenders without assigning any reason thereof.

Thanking you,

Yours truly,
For **BHARAT HEAVY ELECTRICALS LIMITED**

Malleshappa AM
Dy. Manager-C & PR

ANNEXURE-I

-: CATALOGUE DETAILS:-

a.) Printing of A4 Size Catalogue

No. of pages	: Eight pages
Paper	: 210 gsm foreign art card
Printing	: Multi colour

- b) Printing of A4 size booklet on Electronics Division as per the following specification:
1. Quantity : 2000 Nos.
 2. No. of Pages : **36/Thirty Six pages**
 3. Paper : Outer cover 300 gsm Foreign Art Card
Inner sheets 170 gsm foreign art paper with U V coating
Cost for with UV coating and without coating may PI be sent
 4. Printing : Multi colour with one special colour(GOLD)

Printing of folder of size 460 mm x300mm for keeping additional catalogues/ papers with provision for inserting one CD in inside front cover & one visiting card at inside back cover(As per sample)

Quantity : 1000 Nos.

Paper : 300 gsm foreign art card

Printing : Multi colour with one special colour (gold)

- c) Printing of A4 size catalogue:
1. Size : A4
 2. No. of Pages : **Six pages** with Gate folding
 3. Paper : 210 gsm Foreign Art Card
 4. Printing : Multi colour

- d) Printing of A4 size catalogue:-

1. Quantity : 500/1000 Nos.
2. Size : A4
3. No. of Pages : **Four pages**
4. Paper : 210 gsm Foreign Art Card
5. Printing : Multi colour

GENERAL:

Finish : Matt lamination with UV on front and back outer cover
Spot UV : For per photograph to be quoted
Loop stitching : To enable filing without punching

1. Art work will be provided by BHEL
2. Machine Proof to be approved by BHEL before final printing.
3. Qty. for others may be quoted 500/1000 Nos.
