



केन्द्रीय विद्यालय संगठन  
Kendriya Vidyalaya Sangathan  
संभागीय कार्यालय / REGIONAL OFFICE  
के0वि0न01, ए0एफ0एस0कैम्पस, सैक्टर-14  
KV No.1, AFSCampus, Sector-14  
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F 32029/2017/PUR/ADMN./KVS/GGN / 7763-7773

Dated 14 Sept.2017  
Speed post/Mail

To

1. M/s Jayco Fine Printers, 31, Rajendra Nagar, Gali No.3 Meerut.
2. M/s Praveen Brothers, 32 Shambhu Das Road, Near Balaji Mandir, Nauchandi, Meerut.
3. M/s Aggarwal Offset Printers C-11, Janta Nagar Garh Road Meerut (U.P)
4. M/s Sanjeev offset Printers L-39, Sector-5 Bawana Industrial Area Delhi-110039
5. M/s N.S.Publishers & Distributor Shop No.2(1<sup>st</sup> Floor) Stadium Road, Attawa Market Sector 42-B, Chandigarh.
6. M/s Jagdish Printers & Computer Solution Pvt.Ltd.H-257, Sec.3 D.S.I.I.D.C.Bawana Delhi-39
7. M/s Jain Copy House, Office & Factory 83, Industrial Area, Phase-II Chandigarh-160002.
8. M/s Adinath Enterprises 29, Nishant Kunj opposite Pillar No.332 Pitampura Delhi.
9. M/s Perfect Printers & Traders A-2/10 Sector-15 Rohini Delhi-110085.
10. M/s M.V. Printing Press 26-B/58, Shiv Shakti Nagar, Brahampuri Meerut City-250002.
11. M/s Riddhi Siddhi Enterprises 385/21, Street No.6 Madanpuri, Gurgaon, Haryana.

Sub: Quotation for Printing of Question Papers/ Split up Syllabus and other printing items etc.

Sir/Madam

1. Sealed quotations for Printing of Question Papers/Split up Syllabus and other printing items as per specification and details enclosed in Annexure-I are invited by the undersigned on behalf of Kendriya Vidyalaya Sangathan upto 29.09.2017 by 1400 hrs. Quotations should be sent under strong cover marked as "Quotation for Printing of Question Paper/Split up Syllabus and other printing items "and not by name. The quotations will be opened in the office of the undersigned at 1000 hrs on 03/10/2017.
2. The quotations shall be submitted according to the terms and conditions specified in paragraphs 03 to 14. Unless specified otherwise in the quotation, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
3. The rates should be FOR and should include all taxes and freight charges. The KVS shall not be liable to pay any tax, freight etc., which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.
4. There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure written above and the same attested with full signature and date. In the absence of the attested signature the quotation is liable to be rejected.

5. The undersigned does not bind himself to accept the lowest quotation and reserves the right to accept the quotation in whole or part, i.e with respect to all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement as he may decide.
6. On acceptance of the quotation it will become a contract and the contractor shall be bound by the terms and conditions of the quotation.
7. The person/persons, whose quotation is accepted, hereinafter called the contractor/supplier, shall deposit an earnest money of Rs. 50,000/- (Rupees Fifty Thousand only) alongwith the quotation which shall be refunded in the event of rejection of the quotation. The earnest money will be forfeited in the event of failure to comply with the contract. In the event of the quotation, the earnest money will be adjusted towards Security Deposit which shall be payable at the rate mentioned below:  
Security Deposit at 10%  
If the contractor/supplier is not agreeable to pay Security Deposit the reasons thereof should be specified and the undersigned reserves the right to accept or reject the request.
8. If the contractor/supplier fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract competed by any other person or firm and the difference of price, if any, shall be deducted from the earnest money/security deposit and in case any amount in excess of the security deposit is paid by the contractor/supplier shall be liable to pay this amount.
9. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
10. Prior to acceptance of the quotation, the undersigned reserves the right to call samples or demonstration and the contractor/supplier shall be liable to supply the samples or give demonstration free of cost.
11. In the event of acceptance of the quotation and placing of order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications prescribe
12. The rates quoted by the contractor/supplier shall hold good upto one year, extendable upto 03 years only . No amendment in the rates except increase in the rate of GST during the period of execution of the contract will be accepted.
13. The rates should be mentioned against each item in attached sheet/list duly signed by the contractor/supplier.
14. GST Registration must be provided with the quotations.

Yours faithfully

3/09/12  
(S.S.RAWAT)

Deputy Commissioner

# KENDRIYA VIDYALAYA SANGATHAN: REGIONAL OFFICE GURUGRAM

## Annexure-I

### 1. For Confidential Question Papers to be supplied in different spells.

<u>Description of works with specification</u>	<u>Estimatd quantities in Number of Q.P. with varied number of pages ranging in between 100 to 250/300</u>	<u>Rate per page excluding taxes if any ( in Rs.)</u>
Black text printing & supply of confidential question paper of 8.5" x 10.5" finished size using 64 gsm Maplitho paper of grade-A mill having brightness of 88%(minimum), opacity of 89 (minimum) duly binded with cover as described at (ii) below. All Specification have to be as per ISI Certifications.	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 1000 Copies	Rs.
	1001 to 2500 Copies	Rs.
	2501 to 5000 Copies	Rs.
	Above 5000 Copies	Rs.
Delivery charges/Packing material The said question papers to be properly packed/sealed in the multiples of 20-25 (school-wise for all KVs/ subject-wise) in brown cloth lined colour envelopes to be finally packed with the wrapped and sealed properly in laminated plastic bags per school.	Corresponding to the quantities of above printing material for about 47 units KVs. a ) Brown colour cloth-lined envelope of A-4 Size b)Plastic gunny bag	a)Rate per envelope Rs.....  b)Rate per bag Rs.....
A copy of marking slip, finished size of 8.5" x 10.5" on the above specification of QP for each subject to be kept in the envelopes of Q.P.	Each booklet as described Above to be binded with the said covers	Rates per page Rs.....

### 2. For Invitation Card

<u>Description of works with specification</u>	<u>Estimatd quantities in Number of invitation card ranging</u>	<u>Rate per card excluding taxes if any (in Rs.)</u>
Invitation card size 8" x 5" finished size of 300 gsm Art Card paper with Multicolour Printing.	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 600 Copies	Rs.

Sign of Prop. With seal

### 3. Teacher Diaries

<u>Description of works with Specification</u>	<u>Rate per diary excluding taxes if any (in Rs.)</u>
Teacher Diaries for Primary/Secondary/Senior Secondary Classes 160 pages size 9 x 11" on 70 gsm mapletho paper with hard board binding.	Rs.

### 4. Split up syllabus

<u>Description of works with specification</u>	<u>Estimatd quantities in Number of booklets with varied number of pages ranging in between 100 to 250/300</u>	<u>Rate per page excluding taxes if any (in Rs.)</u>
Black text printing & supply of split up syllabus of 8.5"x10.5" finished size using 64 gsm. Maplitho paper of grade-A mill binded with cover as described at (ii) below.	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 1000 Copies	Rs.
	1001 to 2500 Copies	Rs.
	2501 to 5000 Copies	Rs.
	Above 5000 Copies	Rs.
The 4-pages cover of booklets on art card sheet of 210 gsm of grade A-Mill in multicolour printing duly binded on the booklets as described above in (i)	Each booklet as described above to be binded with the said covers.	Rates to be quoted per Cover including binding charges Rs.....

Sign of Prop. With seal

**5. For Certificate**

<u>Description of works with specification</u>	<u>Estimatd quantities in Number of certificates ranging between 6000 to 8000</u>	<u>Rate per page excluding taxes if any ( in Rs.)</u>
Certificate size 8.5" x 10.5" finished size of merit certificate/certificate etc on Art Card sheet of 300 gsm of standard mill in multicolour printing. All specifications have to be as per IS Certifications.	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 1000 Copies	Rs.
	1001 to 2500 Copies	Rs.
	2501 to 5000 Copies	Rs.
	Above 5000 Copies	Rs.
Printing and supply of merit certificate/certificate etc.on Art Card sheet of 200 gsm of standard mill in multicolour printing. All specifications have to be as per IS Certifications	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 1000 Copies	Rs.
	1001 to 2500 Copies	Rs.
	2501 to 5000 Copies	Rs.
	Above 5000 Copies	Rs.

**6.For Newsletter**

<u>Description of works with specification</u>	<u>Estimatd quantities in 100-200 number of News Letter</u>	<u>Rate per page excluding taxes if any (in Rs.)</u>
Newsletter size 8.5 x 10.5" finished size of 150 gsm Art paper with multicolour printing.		Rs.....

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**7. Study Material/ Student Support Material of different subjects and other related material in properly bound booklet form.**

<u>Description of works with specification</u>	<u>Estimatd quantities in Number of booklets with varied number of pages ranging in between 100 to 250/300</u>	<u>Rate per page excluding taxes if any (in Rs.)</u>
Black text printing & supply of study material Booklets of 8.5"x10.5" finished size using 64 gsm Maplitho paper of grade-A mill having brightness of 88% (minimum), opacity of 89 (minimum) duly binded with cover as described at (ii) below. All Specification have to be as per IS Certifications.	001 to 100 Copies	Rs.
	101 to 200 Copies	Rs.
	201 to 300 Copies	Rs.
	301 to 400 Copies	Rs.
	401 to 500 Copies	Rs.
	501 to 1000 Copies	Rs.
	1001 to 2500 Copies	Rs.
	2501 to 5000 Copies	Rs.
The 4-pages cover of booklets on art card sheet of 210 gsm of grade A-Mill in multicolour printing duly binded on the booklets as described above in (i) All specification have to be as per IS Certification	Each booklet as described above to be binded with said covers.	Rates to be quoted per Cover including binding charges Rs.....

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## 8. APAR

### Specification of APAR Booklets

Kindly quote the rates of the APAR booklets in different colours as given below.

1. Size of booklets : 28Cm x 22 Cm

2. Cover Page - Light Pink - For Group 'A' Officer  
Cover Page - Sky Blue - For Group 'B' Non-Teaching  
Cover Page - Yellow - For Group 'C' Non-Teaching  
Cover Page - Light Green - For Teaching Staff.

3. Cover Page - 300 GSM

4. Inside Pages - 80 GSM (Maplitho Paper of Grade-A Mill)(Both side printing)  
(Total 12 Pages)

S.N	Rates quoted of Booklets	Rates(Inclusive of all Taxes)	Remarks
1	Rates quoted per 100 Booklets		
2	" " " 200 Booklets		
3	" " " 300 Booklets		
4	" " " 400 Booklets		
5	" " " 500 Booklets		
6	" " " 600 Booklets		
7	" " " 700 Booklets		
8	" " " 800 Booklets		
9	" " " 900 Booklets		
10	" " " 1000 Booklets		
11	" " " 2000 Booklets		
12	" " " 3000 Booklets		
13	" " " 4000 Booklets		
14	" " " 5000 Booklets		
15	" " " 6000 Booklets		
16	" " " 6000 & above		

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