

FORMAT FOR SUBMISSION OF BIDS

**Bidder/Party shall submit their bid in the below format only
(ON LETTER HEAD)**

Ref.No.

Date:

To,
The Secretary,
Textiles Committee
P.Balu Road, Prabhadevi
Mumbai- 400 025

Sub: - Submission of bids for designing, printing & supply of Textiles
Committee "**Hindi House Journal Priyadarshini**"

Ref:- 59/35/2007-AD Vol-1 dated 02.05.2017

Sir,

We are pleased to give our bids for designing, printing & supply of 4 issues of Textiles Committee's "**Hindi House Journal Priyadarshini**" The particulars are as below:

Sr. No.	Particulars	Amount in Rs.
A	Designing charges	
01	Rate in INR for designing of 40 pages "Hindi House journal Priyadarshini" including front and back cover design per issue	
02	Applicable taxes (pl. specify)	
03	Any other charges (pl. specify)	
	Total Rs. (A)	
B	Printing & Supply charges	
01	Rate for printing & supply of 500 copies of 40 pages "Hindi House Journal Priyadarshini"	
02	Applicable taxes (pl. specify)	
03	Any other charges (pl. specify)	
	Total Rs. (B)	
C	Final cost per issue for designing, printing & supply of 500 copies of 40 pages priyadarshini (i.e. A+B)	
D	Total cost for 4 issues 2000 copies (i.e. C x 4)	
E	Charges for Add. No. of pages & less No. of pages (i.e. +/- 4 pages)	
01	Rate for designing of +/- 4 pages (inside)	
02	Rate for printing of +/- 4 pages (inside) for 500 copies, if any	
F	Compliances	
01	Compliance to availability of Hindi font "Arial Unicode MS" its typing & conversion, availability of competent designer in Hindi font (give Yes/ No)	
02	Compliance to payment terms (give Yes/ No)	
03	Compliance to validity of quoted rate for 4 issues from the date of first work order (give Yes/ No)	
04	Compliance to terms & conditions (give Yes/ No)	
05	Compliance to payment of performance security @ 5% of total contract value (give Yes/ No)	

G	Required Submission	
01	Submission of EMD of Rs.3500/- DD No. _____ Date _____ Drawn on _____ payable at Mumbai. (Not applicable for registered printers/printing firms with Textiles Committee)	
02	Submission of required paper samples & plastic bag samples (give Yes/ No)	

Thanking you

Yours faithfully

Signature of Authorized signatory of bidders
along with **company seal**