

File NO.E-00000/00/0000-H

Government of India  
Ministry of Tourism  
(Hindi Section)

C-1 Hutments,  
Dara Shikoh Marg,  
New Delhi- 110011  
Date: 19.06.2018

All Printing Firms Empanelled with Ministry of Tourism/Directorate of Printing.

**Subject :** Invitation of limited tenders for procurement of printed 'Award folders' for Ministry of Tourism.

Sir,

Ministry of Tourism, New Delhi intends to procure the Award folders with printed Ministry's name on the folders and a Certificate + a replica of check. with 2 or 3 colors. Initially the requirement is about 50 pieces which can be varied.  
The specifications are given as under:-

1.	Size of folder
	Approximately 12 inches height X accordingly width . Should be presentable for a National award.
2.	Color
	2/ 3 colors throughout
3.	Qualitypaper
	130 GSM Imported Art Paper for Certificates (2 nos.) to be kept inside the Folders
4.	Deliverables
	<b>50 printed copies of the Folder + Certificate + cheque replica.</b>
5.	Place of delivery
	Ministry of Tourism, Room No. 18, C-1, Hutments, Dara Shukoh Marg, New Delhi-110011.

The design/layout of the folders + Certificate + replica page need to be done by the printer themselves. A sample for the proposed folder should be enclosed with the proposal for selecting the bidder. These printed folders and other material has to be delivered within four (4) days from the date of assigning the work and material. Constant review and proof reading will be done for the written material by the printer. Graphics and Designing is also the responsibility of the printer.

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The printers may submit their quotation inclusive of all taxes mentioned in detail in a sealed envelope as per specification. The proposal should be valid for onetime procurement only. After selection of a bidder, the bidder will not be allowed to refuse the work or sublets to other agency. The Ministry of Tourism reserves its rights to place an order for the full or part quantities under any items of work under scope of work.

Agencies submitting proposals will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.

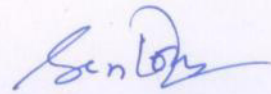
Penalty clause : Any delay from the stipulated schedule would invite a suitable penalty in accordance with the rules.

Termination : Ministry of Tourism may terminate the contract of the agency in case of occurrence of any of the events specified below:

- (i) If the Agency becomes insolvent or goes into compulsory liquidation.
- (ii) If the Agency, in the judgment of Ministry of Tourism, has engaged in corrupt/ fraudulent practices in competing for or in executing this contract.
- (iii) If the Agency submits to Ministry of Tourism, a false statement which has a material effect on the right obligations or interests of Ministry of Tourism.
- (iv) If the Agency places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to Ministry of Tourism.
- (v) If the Agency fails to provide the quality services as envisaged under the contract reasons for the same would be recorded in writing.

The Ministry of Tourism reserves its rights to summarily reject offers received from agency without assigning any reasons.

The proposals to be addressed to The Joint Director(OL), Room No. 18, C-1 Hutments, Dara Shukoh Marg, New Delhi-110011 should reach this office on or before **29.06.2018 by 11.30 AM**. Bids will be opened on same day at 3.00 PM.



(SANTOSH SILPOKAR)  
Joint Director(OL)  
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