

ईस्टर्न कोलफील्ड्स लिमिटेड

अध्यक्ष-सह-प्रबंध निदेशक का कार्यालय

सांकतोडिया, कार्यालय- पिसेरगढ़,

जिला- बर्दमान, पश्चिम बंगाल-713333

कंपनी सचिवालय

सी.आइ.एन-U10101WB1975GOI030295

वेबसाइट - www.easterncoal.gov.in



EASTERN COALFIELDS LIMITED

Office of the Chairman-cum-Managing Director

Sanctoria, P.O.: Dishergarh,

Dist.: Burdwan, West Bengal-713333

Company Secretariat

CIN-U10101WB1975GOI030295

Website - www.easterncoal.gov.in

Telefax: 0341-2520546

E-Mail: eclcos17a@gmail.com

NOTICE INVITING TENDER

NIT NO: ECL/CS/15(2017)/ 4448

DATE:25th February, 2017

Sealed Tenders (Two bid system) are invited by The Company Secretary, Eastern Coalfields Limited Sanctoria, P.O. Dishergarh, Dist. Burdwan PIN-713333 from reputed, competent Firm/Agency/Printer having required credential and suitable experience in work of similar nature in Govt. / Public Sector Enterprises for the following job as per structured format .

1. Name of work: PRINTING OF ANNUAL REPORT OF Eastern Coalfields Limited 2016-17 in HINDI & ENGLISH along with translation of English version of Annual Report to Hindi version.

2. Estimated cost: ₹ 1, 48,000/- (Rupees one lakh forty eight thousand only) inclusive of all applicable taxes.

3. Earnest Money: Bidders must deposit as Earnest Money an amount of ₹ 1,480.00 (Rupees one thousand four hundred and eighty only). Earnest Money Deposit should be in the form of Demand Draft in favour of **Eastern Coalfields Limited** (on any Nationalised/Scheduled Bank payable at Asansol preferably on STATE BANK OF INDIA). For unsuccessful bidder, the EM Deposit shall be refunded immediately after finalisation of the tender and for successful bidder the EM will be refunded within 30 (Thirty) days of satisfactory execution of the job. For unsatisfactory performance and/ or contractual failure, the EM shall be forfeited by ECL Management.

4. Cost of Tender Document: Nil

5. Period of completion: Within 1st July, 2017.

6. Availability of Tender Paper: Tender paper may be collected from the office of the Company Secretary, Eastern Coalfields Limited Sanctoria, P.O. Dishergarh, Dist. Burdwan PIN-713333 or can be downloaded from our website www.easterncoal.gov.in & also from Govt. Portal www.tenders.gov.in from **13/3/2017** to **25/03/2017** except Holidays.

7. Date, Time & Place of submission of Tender: - On **28/03/2017** from 10.00 AM to 1.00 PM at The office of the Company Secretary, Eastern Coalfields Limited Sanctoria, P.O. Dishergarh, Dist. Burdwan PIN-713333. If the office happens to be closed on the date of opening of tender as specified, the tenders will be opened on next working day at same time and venue.

8. Date & Time of opening of Tender: - On **28/03/2017** at 3.30 PM in the office of the Company Secretary, Eastern Coalfields Limited Sanctoria, P.O. Dishergarh, Dist. Burdwan PIN-713333

9. MINIMUM ELIGIBILITY CRITERIA

a) Experience of having successfully completed not less than 50% of the estimated value for similar works (PRINTING OF ANNUAL REPORT AND ACCOUNTS) in Govt. / Public Sector Enterprises during last financial year i.e. 2016-17 (photocopy of work order and completion certificate with details should be enclosed).

OR

b) Similar completed works (PRINTING OF ANNUAL REPORT AND ACCOUNTS) in Govt. / Public Sector Enterprises each costing not less than 30% of the estimated cost in last three financial years i.e. 2016-17, 2015-16 and 2014-15. (photocopy of work order and completion certificate with details should be enclosed).

(V.R. Reddy)
General Manager (Finance)/
Company Secretary

Distribution:

1. GM (Vig)-ECL, HQ.
2. PRO, ECL/HQ. (For website publication only).
3. Notice Board (Admn. Bldg.)

IMPORTANT TERMS & CONDITIONS :

- 1) Only typed quotation shall be considered.
- 2) Tender Form duly filled in and signed by the bidder or his authorized representative in each page with official seal must be submitted along with the quotation.
- 3) Only Eligible Firm/ Agency are allowed to bid against this tender. Offers of ineligible firm shall not be considered. Tenderer must submit documentary evidence to prove as an eligible bidder. Documents to be furnished should be duly attested with seal.
- 4) Offer without EM will be rejected.
- 5) No conditional bid shall be accepted.
- 6) Photocopy of PAN and VAT Registration Certificate must be enclosed with the offer.
- 7) Incomplete tenders are liable to be rejected.
- 8) No Tender Document will be issued or received by Post.
- 9) Tenders will be received in two parts i.e. Part-I and Part-II, each in separate sealed covers superscribing the name of the work. Part-I shall contain documents fulfilling the eligibility criteria of NIT and Part-II shall contain price bid only. Earnest Money is to be put under another cover duly sealed while submitting the tender. All the sealed covers of Part-I, Part-II, Earnest Money should be placed in another envelope duly sealed and indicating on the top of the envelope, the tender notice details and a certification that this sealed cover contains Part-I, Part-II, Earnest Money. Tenderers shall be solely responsible for the correctness of the downloaded tender documents. Submission of incomplete downloaded tender document will be rejected
- 10) Price bid (PART-II) will be opened of those bidders who qualify in PART-I with due intimation.
- 11) ECL reserves the right to accept or reject partly or fully all the tenders without assigning any reason thereof.
- 12) VALIDITY: upto 1st July, 2017.
- 13) PAYMENT: Payment will be made from the office of GM (Finance) HQ, SANCTORIA, DISHERGARH, PIN: 713333 within 21days after receipt of Bill/Challan.

V.R. Reddy
General Manager (Finance)/
Company Secretary

Signature of Bidder

PRICE BID

Part - II

Printing of Annual Report of ECL – 2016-17

You are requested to quote your rate for D.T.P. composing and printing of Annual Report and Accounts of Eastern Coalfields Limited for the FY–2016-17.

1. **Quantity:** 350 copies in English 115 copies in Hindi.
2. **Process of printing:** Offset printing (Text B/W), Directors Photographs, Graphs and Chart (10 pages in Multi-Colour) and single page of Director’s photograph for HINDI VERSION (multi colour).
3. **Paper:** 80 GSM Maplitho/Print Plus/Super Printing paper (No coated paper)
4. **Binding:** Section Gathering & one Stapled (UNTRIMMED).
5. **Approx. nos. of pages:** 200 pages for both English and Hindi version.
6. **Size:** 8.25” X 11.5”.
7. **Delivery:** FOR, CCL Press, Ranchi for CIL use: 150 copies of English and 100 copies of Hindi Version
FOR, ECL HQs: 200 copies of English and 15 copies of Hindi version

RATE:

Sl. No	Particulars	Rate (in ₹)
1	Cost per page for D.T.P. composing in Hindi version	
2	Cost per page for D.T.P. composing in English version	
3	Rate per leaf for printing of text (B/W) for 350 copies in English	
4	Rate per leaf for printing of text (B/W) for 115 copies in Hindi	
5	Cost of printing per page in English version of Directors Photographs & Graphs (multi-colour) (9 pages) 200 copies	
6	Total cost of 200 nos. English & 15 Nos. Hindi Multi colour Cover Page	
7	Cost of printing one page in Hindi version (115 copies) of Directors Photographs in colour	
8	Cost of binding	
9	Delivery charges (FOR, CCL Press, Ranchi)	
10	Delivery charges (FOR, ECL (HQ))	
11	Cost for translation of English Version of Annual Report into Hindi	

Office Seal

Signature of Bidder