

**MINISTRY OF EARTH SCIENCES  
MAHASAGAR BHAVAN, BLOCK-12.  
CGO COMPLEX, LODHI ROAD,  
NEW DELHI - 110003.**

MOES/PC-1/Book-Ant./08

Dated 29/06/2009.

**Subject: Printing of four books by Ministry of Earth Sciences**

Sealed tenders are invited for the printing of 500 ( five hundred ) copies each of four books i.e.

- i) **GEOSCIENTIFIC INVESTIGATIONS IN ANTARCTICA : AN OVERVIEW**
- ii) **BIOLOGICAL, HUMAN PHYSIOLOGICAL AND MEDICINES RESEARCH IN ANTARCTICA : INDIAN CONTRIBUTIONS .**
- iii) **ATMOSPHERIC RESEARCH IN ANTARCTICA : PRESENT STATUS AND THRUST AREAS**
- iv) **ENABLING TECHNOLOGIES IN ANTARCTICA : ENGINEERING, COMMUNICATIONS AND GREEN TECHNOLOGIES FOR ENVIRONMENTAL CONSERVATION by Ministry of Earth Sciences.**

Each Book will contain about 200-250 pages with 25-30 Colour / Black & White photographs and **all four books will be printed in the paper quality SSS – 90 grams and size 20 x 30 x 8 c.m.**

- 2. You are requested to send your quotations in two separate sealed covers using one for technical bids and one for financial bids both kept in a sealed cover superscribing “Quotation for PRINTING of four books by Ministry of Earth Sciences” latest by 13/08/2009 up to 3 pm. The Technical bids will be opened on the same day at 15.00 hrs by the committee constituted. One representative of the firm, if so desire may be present at the time of opening of technical bid. Financial bid will be opened in due course in respect of those bidders only to whom the Committee will find technically qualified.**
- 3. The quotation not sent in the manner indicated above would be liable to be ignored. The rates quoted by you will be valid for six months from the date of issue of the work order.**

Contd. ....

4. The submission of quotation will not place this Ministry under any obligation to place the order and expenses incurred by you in this regard will not be payable by this Ministry. The quotation may be dropped in Tender Box, Kept in Block -12, Ground Floor, ( General Section ) , MOES, C.G.O.Complex by 11A.M., on or before 13/08/2009 by 14.30 hrs along with Account Payee Demand Draft of Rs.8,000/- (Rupees eight thousand only) as EMD (refundable without interest after the order awarded) drawn in favour of the D.D.O., Ministry of Earth Sciences, Block-12, CGO Complex, New Dethi-110003. An amount of Rs.15,000/- will be taken from successful bidder by the Ministry as security deposit and the same will be returned to the concerned firm within sixty days after the supply of items and no interest on it will be paid. Quotation not supported with the demand draft for the said amount will not be entertained.
5. Along with technical bids - PAN/Service Tax details; contact address with telephone number/fax number; Proof of Sales Tax/Income Tax Registration Number; Proof of Sales Tax/Income Tax Clearance Certificate, are to be attached. In the financial bids where the rates should clearly indicated whether the cost is inclusive or exclusive of taxes.
6. The tender notice is also available on Ministry's website <http://www.moes.gov.in>
7. The quotation not sent in the manner indicated above would be liable to be ignored. The article will be required to be delivered free of cartage charges at the office premises Ministry of Earth Sciences, Block-12, CGO Complex, Lodi Road, New Delhi-110003.
8. In case your rates are approved and job of printing of books is assigned to you to print the books, you will be required to deliver the same within 30 days from the date of placing order.
9. The Ministry reserves the right to accept any quotation not necessarily the lowest or to reject all the quotations without assigning any reason.

Any further details, if required may be obtained from **Shri B.K.Thakur, Room No. 803, Block-9, C.G.O.Complex , Lodhi Road, Phone -24306887** on any working day.

**Thanking You,**

( R.S.Kaim)  
Deputy Secretary  
Phone : 24306883

**PROFORMA FOR FINANCIAL BID**  
**( TO BE PUT SEPARATELY UNDER SEALED COVER)**

1. Name of the Company, address, etc.
2. Details of rate quoted

(Figures may be written in words as well as in figures. In case of any discrepancy between figures and words, the written in words will be taken for consideration.

Note : No cutting or over-writing will be allowed. Any financial bid with over-writing or cutting will be disqualified.

**TABLE**

1. Printing of books :

a) **size of the books will be 20 x 30 x 8 “**

b) Pages :between 200 -250.

c) Quantity : **SSS – 90 grams of paper.**

d) Cover page -300 GSM imported Art Card laminated outside (front & back cover)

e) Inside paper quality: **SSS – 90 grams**

f) Printing: Cover-Multicolor

Inside- some single color/some multicolor

g) Language : English will be printed in multi color. Photographs, graphs and other creative work will be common for English versions

i. 500 x 4 = 2000 copies will be printed.

Yours faithfully,

(Signature of the Authorized person)

Date:  
Place:  
Business Address:

Name:  
Designation:  
Seal:

## PROFORMA FOR Technical Bid

The details in respect of the company are as given under:

Name of Firm	
Contact Address with Telephone/Fax No.	
Prof of Sales Tax/Income Tax Registration No.	
Prof of Sales Tax/Income Tax clearance Certificate	
PAN and Service Tax details	
Whether EMD enclosed	

### **DECLARATION**

Declaration letter on official letter head stating the following:

- (1) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
- (2) We are not black-listed by any Central/State Government/ Public Sector Undertaking in India.
- (3) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
- (4) We are not black-listed by any Central/State Government/ Public Sector Undertaking in India.

Yours faithfully,

(Signature of the Authorized person)

Date:  
Place:  
Business Address:

Name:  
Designation:  
Seal:

MINISTRY OF EARTH SCIENCES,  
Block-12, C.G.O.Complex, Lodhi Road,  
New Delhi -110003.

Subject: Printing of four books by Ministry of Earth Sciences – calling of tender reg.

Sealed tenders in two covers system ( Separate covers for technical and financial Bid ) are invited on behalf of Ministry of Earth Sciences for the printing of 500 ( five hundred ) copies each of four books . Each Book will contain about 200-250 pages with 25-30 Colour / Black & White photographs and **all four books will be printed in the paper quality SSS – 90 grams and size 20 x 30 x 8 c.m.**

Tender Document ( Non transferable ) containing specifications, terms and conditions can be obtained from **Shri Shri B,K.Thakur, Room No. 803, Block-9, C.G.O.Complex , Lodhi Road, Phone -24306887** on any working day, or can be downloaded from web site <http://www.moes.gov.in>

**The last date of submission of bid is 13/08/2009 up to 3 pm.**