The Bhabha Atomic Research Centre Employee's Co-op. Credit Society Ltd., Mumbai

(Registration No. 29770)

Ref.: ..... Date: ...18/06/.../2024

Ref. No. : BARC / CS / 1100 Date:

To,

.....

Subject: Invitation to submit your quotation

Dear Sir,

You are requested to submit your quotation, in sealed envelope for the Printing, supply and delivery of "Minutes of 62nd Annual General Body Meeting". The complete quotation shall reach to the undersigned by **post (Speed Post/Registered AD) on or before 28/06/2024.**

Sr. no.	Description of work	Work completion period
1	Printing, supply and delivery of minutes of 62nd Annual General Body for The BARC Employees Co. Op. Credit Society Ltd.	25 days

The terms and conditions are given below:

1. **Qualifying criteria for bidders**
   Interested bidders shall contact the undersigned on Phone No. 25596341/43/33(Ext. No. 26341/43/33) with above mentioned details for getting the Detailed Tender Specification.

2. The quotation envelope shall be noted with **Description of the work and the Tender Ref. No.,** mentioned above.

3. The complete quotation shall reach the following address on or before **28/06/2024 up to 18.00 hrs.** by **Registered Post/ Speed post.**

   Hon. Secretory
   The BARC Employees Co Op Credit Society Ltd.
   Old R5, Shed, BARC, Trombay, Mumbai-400085

4. **Printed Letter Head**: Quotation should be printed on the letter head; computer generated quotation is not valid.

5. **Validity of the Offer**: Validity of the offer shall be 30 days from date of opening of quotation.

6. **Guarantee**: Vendor shall have to give guarantee of the quality and workmanship of work done for the period of 12 months from the date of completion of the work.

7. **Offer of Firm:** Offer of those firms, who do not submit their quotation as per the details given in the technical specification and incomplete quotations in any respect shall not be considered.

Eligibility Criteria for vendor: -

1) Latest valid GST Registration Certificate (Photocopy must be enclosed).
2) Must have published at least 2 (Two) Annual Reports during the financial year 2021-2022 and 2022-23 of any Sector and /or Limited Company (sample copies must be enclosed).
3) The vendor must have own Printing Press of four colour Offset Printing Machine with latest technology of CTP System under one roof.
4) In-house facilities for carrying out multi-colour job as per design and colour scheme.
5) In-house facility for allied job like binding/packaging etc.
6) In-house facilities like pre-press facility, layout, Designing, DTP, Proof Reading, Scanning, Art Studio etc.
7) **Undertaking by the agency in its Letter head that:**

a. That it has not been barred or blacklisted by any of the Central/State Government/Departments/ Organizations / Central or State PSU.

b. That the proprietor/partners of the agency do not have any relative employed with Society.

d. Vender/bidder should have experience of at least two years for selling of the above-mentioned items.

e) Should have valid GST No. and PAN Card.

f) Place of Delivery: - The BARC Employees Co. Op Credit Society Ltd. Add- Mandakini Building, Anushaktinagar, Mumbai – 400 094

g) Delivery period: - 25 days from the date of supply order.

h) In case the successful bidder fails to supply the item(s) within the delivered period, a sum equal to 0.5% of the contract price per week or part thereof until the actual delivery subject to maximum of 10% of the value of supply order shall be deducted.

i) The rates of successful bidder will be valid for 12 months from the date of issue of work/purchase order.

j) The BARC Employees Co Op Credit Society Ltd. reserves the right to reject any or all the bids or accept them in part or reject the lowest bid without assigning any reason.

k) Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the bidder at bidder's cost & risk.

l) The successful bidder shall make all arrangements towards safe and complete delivery at the designated location indicated in the supply order.

THE B.A.R.C. EMPL. CO-OP. CR. SOC. LTD. ★ Reg. No. 29770 OF 30-11-61

Shivaji Hagawane
(Hon. Secretory)
For, The BARC Employees Co Op Credit Society Ltd. Old R5, Shed, BARC, Trombay, Mumbai-400085