## REGIONAL OFFICE, CENTRAL SILK BOARD,

## (Ministry of Textiles – Govt. of India) &

## SILK MARK ORGANISATION OF INDIA, MUMBAI CHAPTER

|  |  |  |  |
| --- | --- | --- | --- |
| No 16, Mittal Chambers,  Narimon Point,  Mumbai – 400 021. | **csblogo** | Silk-Mark-Logo-in-colour | Email id  [**ro\_mum@yahoo.com**](mailto:ro_mum@yahoo.com)  [**mumbai@silkmarkindia.com**](mailto:mumbai@silkmarkindia.com) |

NO: SMOI/MUM/2015-16/27/Pune Expo/ Date: 06.11.2015

To,

Sir,

**Sub: Supply of Security Guards - Calling for Quotation – reg.**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

The Mumbai Chapter of Silk Mark Organisation of India is organizing SILK MARK EXPO 2015 Pune w.e.f. 03.12.2015 to 07.12.2015 at **Maharashtra State Servants Cultural Institute, Alpa Bachat Complex, 7 Queens Garden, Behind Vidhan Bhavan, Pune – 411 001.**

For the said SILK EXPO 2015 Pune this office interested to hired the Security Guards as per the parameter & requirement given as below:-

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Parameter & Requirement** | **Quote Rate Per person** |
| **1** | **\* Security guards from 10 am to 10 pm, (03 Men +01 Women)**  **with 02 no’s Metal Detector.**  **\* Security guards from 10 pm to 10 am, (02 Men ).**  **Duties: - . 1 men and 01 woman security guard at the Entry gate./ Exit points / gates during expo time / night and attend to other allied duties e.g. opening & closing of Venue Gates on all Expo days, keeping a check of the public during rush hours.**  **Note : The nos. security guards is approximate and subject the change the nos.** |  |

In view of the above, interested parties are requested to tender their rate quotation as per the following Terms and conditions.

**TERMS AND CONDITIONS**

1. **RATES AND APPLICABLE TAXES:** Applicable taxes and duties should be clearly indicated in the quotations. Rates without taxes and duties will be presumed that the quoted price is inclusive of taxes and duties.
2. **VALIDITY:** The rates quoted should be valid for a minimum period of one 90 days from the date of opening of the quotation.
3. **ESCALATION CHARGES:** No escalation charges will be entertained.

(P.T.O.)

1. **LAST DATE FOR SUBMISSION OF QUOTATION:** The last date for submission of the sealed competitive quotation is on or before **26th November till 5.00** P.M. The quotations may be addressed to The Senior Executive, Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021 . The envelope containing the competitive quotation should be sealed, duly superscripting on the envelope as **“Quotation for Supply of Security Guards”.**
2. **OPENING OF THE QUOTATIONS:** The quotations will be opened at **11.00 AM on 27th November 2015** at the office of the Silk Mark Organisation of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021. The bidders or their representatives can be present at the time of opening the quotation .The quotations received after the due date and time will not be accepted. The Senior Executive, SMOI, Mumbai reserves the right to accept any quotation or reject all the quotations.
3. **PAYMENT:** The Original bill may be submitted to this office after satisfactory supply of the Security Guards as per the parameter & requirements.

.

1. **ADDITIONAL INFORMATION, IF ANY :** For any additional information , the bidders may contact The Senior Executive, Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai- 400021 (Phone No: 022-22020326 / 330)

Hkonh; Yours faithfully

**( oh- jes’k V.RAMESH)**

**ofj"B dk;Zikyd** Senior Executive, SMOI

**ANNEXURE - A**

**PRINTING ITEMS FOR SILK MARK VANYA SILK EXPO 2014-BHOPAL**

|  |  |
| --- | --- |
| 1.INVITATION CARD & COVER  Size of card 5" x 7"  Paper -300gsm Art Card  Size of cover 5.25" X 7.25" Paper –  130 gsm Art Paper  Mode of Printing - 4 colour  QTY. 500 Pcs. / 1000 Pcs / 2000 PCS (Card & cover)  Furnish Cost with Designing  2.ID CARD of EXHIBITOR/ORGANISER  Size of Id card - 92mm x 54 mm  Mode of Printing - 4 colour Digital printing  Lamination - 125 micron Hard Lamination  QTY. 150 PCS. EXHIBITOR +  50 PCS. ORGANISER  Furnish Cost with Designing  3.SURVEY FORMS  A/4 SIZE, Paper - 80 gsm Maplito  Mode of Printing single Colour Offset  Printing Front & Backside  Binding - 100 pages , 10 books  Total 1000 pcs.  4.Hand Bill (EXPO PUBLICITY)  A/5 Size Hand Bill ,130 gsm Sinar Art Paper  Printing 4 colour Front & Back  QTY . 10,000 (Pcs.)  Furnish Cost with Designing | 5. CARD FOR POSTAL DELIVERY  A/5 size, paper 250 gsm Art Card  Printing 4 colour one side  QTY. 5000 pcs / 10,000 pcs  Furnish Cost with Designing  6. SILK MARK LOGO (VINYL STICKERS)  6 INCH X 6 INCH - 150 PCS  1 FT. X 1 FT. - 150 PCS  7. VIP PASS FOR EXPO  Size of Pass 8" x 3.5"  Paper - 120 gsm Maplitho  Mode of Printing 4 Colour Offset  Printing Front Side & 4 Colour Backside  Binding - 100 pages 5 books with  perforation & counter numbering  QTY. 500 pcs / 1000 pcs  Furnish Cost with Designing  8. TWO FOLD BROCHURE  ( ABOUT SILK MARK EXPO)  A/5 Size ( Finished) ,  Two folds ,130 gsm. Sinar Art Paper  Printing 4 colour Front & Back  QTY . 5000 PCS / 10,000 Pcs.  Furnish Cost with Designing |

## REGIONAL OFFICE, CENTRAL SILK BOARD,

## (Ministry of Textiles – Govt. of India) &

## SILK MARK ORGANISATION OF INDIA, MUMBAI CHAPTER

|  |  |  |  |
| --- | --- | --- | --- |
| No 16, Mittal Chambers,  Narimon Point,  Mumbai – 400 021. | **csblogo** | Silk-Mark-Logo-in-colour | Email id  [**ro\_mum@yahoo.com**](mailto:ro_mum@yahoo.com)  [**mumbai@silkmarkindia.com**](mailto:mumbai@silkmarkindia.com) |

NO:SMOI/MUM/SMV/2014-15/40/ Date: 05.09.2014

To,

Sir,

**Sub: Designing, Printing and Supply of Silk Mark Vogue magazine - Calling for**

**quotation – reg.**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Silk Mark Organisation of India, Mumbai is publishing Silk Mark Vogue magazine quarterly. Silk Mark Organisation of India (SMOI) is planning to PRINT the magazine. Sealed quotations are invited for undertaking the **DESIGNING AND PRINTING WORK** with specifications as given below:-

**SPECIFICATIONS OF MAGAZINE**

|  |  |  |
| --- | --- | --- |
| 1. | Type of Magazine | Quarterly |
| 2. | No. of copies to be printed | 1500 copies \* |
| 3. | No. of Pages | 36 (inside pages)) + 4 (cover page)\*\* |
| 4. | Paper Size | A-4 |
| 5. | Paper Quality | 130 gsm sinar art paper (inside) |
| 6. | Cover Page | 170 gsm sinar art paper  Gloss lamination |
| 7. | Quality of Printing | High quality printing (4 colour offset) |
| 8. | Binding | Centre pinning |
| 9. | Lamination | Gloss Lamination – Outer cover only. |
| 10. | Envelope cover size – 12” x 9”, 100 gsm maplitho paper, one side B/W printing for conveniently putting the magazine. | Quantity – 1500\* |
| 11. | Packing | Packing in cartons\*\*\*  Pasting individual addresses on each magazine\*\*\*\* |

\* Please get the extra cost of printing for 2000 copies instead of 1500 copies separately.

\*\* Please get the extra cost of printing for every 4 pages increase in a issue.

\*\*\* It is likely that there will be 14 parcels to be packed in a carton. The packing will be 9 (nine) parcels of 25 each and 3 parcels of 50 each. Please mention the packing charges separately.

\*\*\*\* There will be 500 addresses approximately. The address will be given in word format. The address stickers have to be printed and pasted on the cover. Please mention the cost per cover for the above job.

P.T.O

The quotations along with sample papers, specimen copies of the earlier printing work, in a sealed cover should reach to **The Senior Executive, Silk Mark Organisation of India, 16 Mittal Chambers, Nariman Point, Mumbai 400 021** on or before **26-09-2014 till 1.00pm** . Your Quotation should be complete in all respects. It may also be necessary to inspect the press, if required. On such occasions the printer should give every facility to the representatives of the SMOI visiting the press to see its machinery, equipment and actual working. The SMOI is not bound to accept the lowest quotation and reserves the right to reject any or all the quotations without assigning any reasons, thereof.

**TERMS AND CONDITIONS**

* + - 1. Rates and Applicable Taxes: Applicable taxes and duties should be clearly indicated in the quotations. Rates without taxes and duties will be presumed that the quoted price is inclusive of taxes and duties.

1. Validity: The rates quoted should be valid for a minimum period of **Three** year from the date of opening the quotation.
2. EMD: The quotation should be accompanied with an EMD amount of Rs.5000.00 in the form of Demand Draft / Pay Order, in favour of “Silk Mark Organization of India” Mumbai. Quotations received without EMD will be summarily rejected.
3. Last Date for Submission of Quotation: The last date for submission of the sealed competitive quotation is on or before **26-09-2014 at 1.00** P.M. The quotations may be addressed to The Senior Executive, Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021 . The envelope containing the competitive quotation should be sealed, duly superscripting on the envelope as **“Quotation for Designing, Printing and Packing of Silk Mark Vogue Magazine**”.
4. Opening the Quotations: The quotations will be opened at **3:00 pm on 26-09-2014** at the office of the Silk Mark Organisation of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai 400021. The bidders or their representatives can be present at the time of opening the quotation .The quotations received after the due date and time will not be accepted. The Senior Executive, SMOI, Mumbai reserves the right to accept any quotation or reject all the quotations.
5. Payment: The Original bill may be submitted to this office after satisfactory supply of the printed material for payment. Applicable TDS will be deducted while making payment.
6. Additional Information, if any: For any additional information , the bidders may contact The Senior Executive, Silk Mark Organization of India, Central Silk Board, 16, Mittal Chambers, Nariman Point, Mumbai- 400021 (Phone No: 022-22020326 / 330). They can see the magazine of the previous issue if they desires between 10 Am to 05.30 Pm on any working day in the office.

Hkonh; Yours faithfully

**( oh- jes’k V.RAMESH)**

ofj"B dk;Zikyd Senior Executive, SMOI

fnukad : 05.09.2014

izLrkohr Hkkasiky ,DLiks ds fy, fofo/k fiazVhx dk;ksZ dsk fd;k tkuk gS ftldk fooj.k fuEuf[kr izdkj ls gS A

|  |  |
| --- | --- |
| 1.INVITATION CARD & COVER  Size of card 5" x 7"  Paper -300gsm Art Card  Size of cover 5.25" X 7.25" Paper – 130 gsm Art Paper  Mode of Printing - 4 colour  QTY. 500 Pcs. / 1000 Pcs / 2000 PCS (Card & cover)  Furnish Cost with Designing  2.ID CARD of EXHIBITOR/ORGANISER  Size of Id card - 92mm x 54 mm  Mode of Printing - 4 colour Digital printing  Lamination - 125 micron Hard Lamination  QTY. 150 PCS. EXHIBITOR +  50 PCS. ORGANISER , Furnish Cost with Designing  3.SURVEY FORMS  A/4 SIZE, Paper - 80 gsm Maplito  Mode of Printing single Colour Offset  Printing Front & Backside  Binding - 100 pages , 10 books  Total 1000 pcs.  4.Hand Bill (EXPO PUBLICITY)  A/5 Size Hand Bill ,130 gsm Sinar Art Paper  Printing 4 colour Front & Back  QTY . 10,000 (Pcs.)  Furnish Cost with Designing | 5. CARD FOR POSTAL DELIVERY  A/5 size, paper 250 gsm Art Card  Printing 4 colour one side  QTY. 5000 pcs / 10,000 pcs  Furnish Cost with Designing  6. SILK MARK LOGO (VINYL STICKERS)  6 INCH X 6 INCH - 150 PCS  1 FT. X 1 FT. - 150 PCS  7. VIP PASS FOR EXPO  Size of Pass 8" x 3.5"  Paper - 120 gsm Maplitho  Mode of Printing 4 Colour Offset  Printing Front Side & 4 Colour Backside  Binding - 100 pages 5 books with  perforation & counter numbering  QTY. 500 pcs / 1000 pcs  Furnish Cost with Designing  8. TWO FOLD BROCHURE  ( ABOUT SILK MARK EXPO)  A/5 Size ( Finished) ,  Two folds ,130 gsm. Sinar Art Paper  Printing 4 colour Front & Back  QTY . 5000 PCS / 10,000 Pcs.  Furnish Cost with Designing |

mijksDr fiazVhx dk;ksZ ds fy, rqyukRed fooj.k izkIr djus gsrq fofo/k QeZvks ls jsV dksVs’ku izkIr djus gsrq iqNrkN i= rS;kj fd;s gS ftldk fooj.k fuEufy[khr izdkj ls gS

1. EMD: Rs.2000.00
2. Last Date for Submission of Quotation: The last date for submission of the sealed competitive quotation is on or before **26-09-2014 at 1.00**
3. Opening the Quotations: The quotations will be
4. opened at **4:00 pm on 26-09-2014**

vr**:** iqNrkN i= dks gLRkk{kj gsrq izLrqr gS A