

TENDER No. 8(72)/G/P&D/2019-20



NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND
INFORMATION RESOURCES,
Dr. K. S. Krishnan Marg, Near Pusa Gate New Delhi – 110012
(India)
14, Satsang Vihar Marg, New Delhi - 110067
(www.niscair.res.in)



PACKING & DISPATCH OF POPULAR SCIENCE MAGAZINES, RESEARCH JOURNALS & BOOKS (JOB WORK) AT CSIR-NISCAIR

Estimated Cost : Rs. 22.35 lakhs. (one year)

Year 2019-20

Cost of Tender Document : Rs. 300/-

- (A) To provide trouble-free services for the dispatch of the three magazines, viz. VIGYAN PRAGATI, 68 pages (about 25,000 copies) (Monthly), SCEINCE REPORTER (about 30,000 copies) 68 pages (Monthly) and SCIENCE KI DUNIYA 52 pages (about 6,000 copies) (Quarterly) and other works of the division as per terms and condition in the tender document to our satisfaction as per schedule finalized with P & T Dept. Postal charges increase many folds even for one-day delay. The job is highly prestigious nature and hence its schedule have to be scrupulously maintained. The detailed requirement and the items, for which rates are required. are given in Annexure-X. Total work value for one year is Rs.15 (Fifteen Lakhs Only) approximately, which may be ± 20 % variation to maintain its quality performance & higher & lower rates.
- (B) To provide trouble-free services for the dispatch of the 21 Journals, viz., JSIR (Monthly) about 1500 Copies (due date on 4th – 5th), IJC – A (Monthly) about 1700 Copies (due date on 15th – 16th), IJC-B (Monthly) about 1700 Copies (due date on 1st – 2nd), IJEB (Monthly) about 1300 copies, IJPAP (Monthly) about 1400 Copies (due date on 18th – 19th), IJMS (Monthly) about 400 copies, IJCT (Bio-monthly) about 900 Copies, IJEMS (Bio-monthly) about 1400 Copies, IJBB (Bio-monthly) about 1250 Copies, JIPR (Bio-monthly) about 800 Copies, MAPA (Bio-monthly) about 900 Copies, IJNPR (Bio-monthly) about 800 Copies, IJFTR (Quarterly) about 400 Copies, IJBT (Quarterly) about 1500 Copies, JST (Quarterly) about 250 copies, IJTK (Quarterly) about 950 Copies, ALIS (Quarterly) about 1000 Copies, ISA (Fortnightly) about 500 Copies, BVAAAP (Hindi) (Half-Yearly) about 325 copies, CSIR News (Fortnightly) about 3000 Copies, CSIR Samachar (Monthly) about 500 Copies AND Packets of Books and Journals as well as Supplementary, Replacements and Reprints lists etc. and other works of the division as per terms and conditions in the tender document to our satisfaction as per schedule finalized with P & T Dept. Postal Charges increases many folds even for one-day delay. The job is of highly prestigious nature and hence its schedule have to be scrupulously maintained. The detailed requirement and the items, for which rates are required, are given in Annexure- Y Total work value for one year is Rs. 10 (Ten Lakhs) approximately, which may be ± 20 % variations to maintain its quality performance & higher & lower rates. Bidders have no right to claim in case the work may be given on the less value of estimated work.

Total estimated cost (A) + (B) = Rs.22.35 lakhs. (Twenty two Lakhs. thirty five thousand).



NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND
INFORMATION RESOURCES,
Dr. K. S. Krishnan Marg, Near Pusa Gate New Delhi – 110012
(India)
14, Satsang Vihar Marg, New Delhi - 110067
(www.niscair.res.in)



TENDER DOCUMENT

NAME OF WORK: PACKING & DISPATCH OF POPULAR SCIENCE MAGAZINES, RESEARCH JOURNALS & BOOKS (JOB WORK) AT CSIR-NISCAIR

BID DOCUMENT DOWNLOADING : 12/12/2019 11:00 HRS.

LAST DATE OF SUBMISSION OF TENDER : 23/12/2019 11:00 HRS.

DUE DATE OF OPENING OF TENDERS : 24/12/2019 11.30 HRS.

TECHNICAL BID

CONTENTS

S. NO.	DESCRIPTION	PAGE NO.
1.	COVERING PAGE OF TENDER DOCUMENT	1-2
2.	CONTENTS	3-4
3.	NOTICE INVITING TENDER	5-6
4.	CRITICAL DATE SHEET	7
5.	INSTRUCTIONS TO TENDERERS AND GENERAL TERMS AND CONDITIONS OF THE JOB CONTRACT.	8-12
6.	ANNEXURE – A PERFORMA FOR ELIGIBILITY	13-14
7.	ANNEXURE – B UNDERTAKING FOR NEVER DEFAULTED REMITTING GST, SERVICE TAX, INCOME TAX.	15
8.	ANNEXURE – X FINANCIAL BID TO BE SUBMITTED IN ENVELOPE 2	16-19
9.	ANNEXURE -Y- FINANCIAL BID TO BE SUBMITTED IN ENVELOPE 2	20-21
10.	ARBITRATION	22

Total no of pages:22

Cost of Tender = Rs.300/-

In case of any other requirement, it will be dealt as per Gol/ Govt. of NCT of Delhi instructions

TENDER No. 8(72)/G/P&D/2019-20

On behalf of the Director, CSIR-NISCAIR tenders are invited for the following work:-

Name of Work	Tender Cost	Earnest Money	Contract Period
Packing & Dispatch of Popular Science Magazines, Research Journals & Books (Job Work) at CSIR-NISCAIR.	Rs. 300/-	Rs. 50000/-	12 months

The estimated yearly Estimated Value is approx. Rs. 22.35 Lakhs.

Note: The e-tender submitted without Tender cost/EMD will not be accepted. However, exemption will be given as per Govt. of India orders/Instructions on the subject matter issued from time to time.

Critical dates are as follows:

Sl. No.	Schedule of activities	Date and time
1	Publish date on CPP Portal	12/12/2019 10.30 Hrs.
2	Bid document downloaded start date	12/12/2019 11:00 Hrs.
3	Bid submission start date	12/12/2019 15:00 Hrs.
4	Bid submission end date	23/12/2019 11:00 Hrs.
5	Bid opening date (cover-I)	24/12/2019 11.30 Hrs.
6	Financial bid opening date (Cover-II)	To be intimated later on

For other details and complete tender document, <http://www.etenders.gov.in> & www.niscair.res.in may be referred to/visited.

Controller of Administration