

FOOD FORTIFICATION RESOURCE CENTRE
(Set up by FSSAI with support from TATA Trusts)
4th Floor, FDA Bhawan, Kotla Road,
New Delhi-110002

F.No. 16/Retail/FFRC/Fortification-2017

Dated: 16.12.2020

Limited Tender Notice for Printing & Supply of Flyers/Sticker

The Food Fortification Resource Centre (FFRC) invites sealed quotations for Printing and Supply of Flyers/ Sticker. Specification of the job and other terms and conditions are available in the Tender Document available on our website <https://ffrc.fssai.gov.in/> .

The bid envelope should be deposited by **12:00 PM of 23.12.2020** at the FFRC at 4th Floor, FDA Bhawan, Kotla Road New Delhi- 110002. The bids will be opened at **2:00 PM on 23.12.2020**. The bids open dates/time are subject to change and shall be communicated separately in case of any change.

FFRC reserves the right to reject/cancel the tender process at any time without assigning any reason thereof.

Sd/-
(Vijeta Singhari)
Coordinator General

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4th Floor, FDA Bhawan, Kotla Road,
New Delhi-110002

F.No. 16/Retail/FFRC/Fortification-2017

Dated: 15.12.2020

Sub: Limited Tender Notice for Printing & Supply of Flyers/ Stickers - reg.

Sealed quotations are invited for printing & supply of Flyers/Sticker. The following terms and conditions will be, inter alia, applicable: -

1. Specifications for Flyer: Quantity: 10,00,000 (Approx)

- (i) Size : A5
- (ii) Paper Quality : 130 GSM glossy art paper
- (iii) Colour : 4 +4
- (iv) Type of Printing : Front and Back

2. Specification for Stickers: Quantity: 2,70,000 (Approx)

- (i) Size : 4" x 7" inches (HxW)
- (ii) Paper Quality: 130 GSM glossy art paper
- (iii) Colour : 4+4
- (iv) Type of Printing : One Side printing in gumming sheet

(A) Terms & Conditions:

1. Paper sample to be used in printing of Flyers/Sticker should be attached with the Bid.
2. The words "**Financial Bid in Annexure-A**" should be written clearly on the envelopes. The envelope should be super – scribed with "**Offer for Printing and Supply of Flyers/ Sticker**" addressed to the Ms. Vijeta Singhari, Coordinator General, FFRC, 4th Floor, FDA Bhawan, FSSAI, Kotla Road, New Delhi 110002.
3. The selection of the agency will be based on the lowest cost (L1). The decision of FFRC with regard to selection of agency will be final and binding and no communication in this regard will be entertained.
4. The willing bidders may visit or contact Ms. Vijeta Singhari, Coordinator General, FFRC, 4th Floor, FDA Bhawan, FSSAI, Kotla Road, New Delhi 110002 on any working day and during working hours to seek any kind of assistance related to printing and supply of Flyers/Pamphlets.

(B) Other Requirements/Conditions:

1. The per unit rate for the printing and supply of Flyers/Sticker as per the above specifications inclusive of all kind of Taxes. The Packing, Freight and Transportation Charges should be given separately.
2. The rate offered should be valid for a period of Eight months. The FFRC may, if required, place order for further units at the same rates within this period.
3. The FFRC reserves the right to increase or reduce the quantity of Flyers/Sticker.

4. The FFRC will not pay any advance to the vendor. The vendor has to carry out the entire job on his own and the amount will be paid only after the satisfactory completion of the job, 15 days after delivery of the consignment and submission of the bill.
5. The vendor awarded contract, will be required to deliver the flyers/ Sticker to various cities. It shall be the duty of the vendor to pack the Flyers/ Sticker as per detail provided at **Annexure-B and C** so that they are door delivered in good condition.
6. Conditional tenders will not be entertained and shall be liable to be rejected.
7. Tenders sent by post will be entertained only if received within the due time and date.
8. For the purpose of satisfactory completion of the job, FFRC reserves the right to impose any further terms and conditions and also to call a party for discussion before awarding the job to it.
9. Art work for the printing of Flyers/Sticker will be provided by FFRC.
10. Pre-approval of the printing material is compulsorily required.

(C) **Time limit for execution of the job:**

The maximum permissible time for completion of Printing and Supply of Flyers/ Sticker in FFRC is 7 days from the date of award of work. Delay in execution of the work within the time allotted will attract penalty @ ₹ 5,000/- per day of the default. The part completion of job will attract penalty at the pro-rata basis.

(D) **Performance Security:**

Within one (1) day from the date of the receipt of the award letter, the successful bidder shall furnish performance security to the FFRC which shall be equal to 3% of the value of the contract and shall be in the form of a Bank Guarantee from a nationalized /scheduled bank. The Bank Guarantee will be in name of 'Food Safety & Standards Authority of India' and should be valid for a minimum period of 60 days.

(E) The FFRC reserves the right to accept or reject any or all the offers without assigning any reason whatsoever.

(F) For any legal dispute in the matter, the jurisdiction shall be of court at Delhi/New Delhi.

(G) For any queries in the matter, contact may be made at telephone number 9873449566 (Ms. Vijeta Singhari).

Sd/-

(Vijeta Singhari)
Coordinator General

Annexure-A

FINANCIAL BID DOCUMENT
(For Printing and Supply of Flyers/Stickers)

1. Name of the Bidder : _____
2. Address (With Tele.No. & Fax No.) : _____
3. Email ID : _____
4. Particulars of Bid
- (i) Per Flyers (in ₹ .) : _____
- (ii) Per Sticker (in ₹ .) : _____
- (iii) Cost of packing /Freight/ Transportation Cost (in ₹ .): _____

(The bidding price to be quoted should include all type of Taxes etc.)

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case, any deviation is found in the above statement at any stage; I/We will be blacklisted and will not have any dealing with the FFRC in future.

(Signature of Authorized Signatory with date and seal)

Annexure-B

Flyers to be sent as per details given below:

City *	Qty of Flyers for each location
Ahmedabad	60,000
Bangalore-DC	1,40,000
Bangalore-DC2	1,30,000
Chennai	70,000
Gurgaon	1,40,000
Hyderabad	1,10,000
Kolkata	50,000
Mumbai	1,20,000
Noida-Ghaziabad	70,000
Pune	1,10,000
Total	10,00,000

* FFRC reserves the right to change the city of delivery at final stage.

Annexure-C

Stickers to be sent as per details given below:

City *	No. of Stickers
Delhi-110064	10000
New Delhi-110080	10000
Ahmedabad-380013	10000
Surat-395002	10000
Gurugram ,122006	10000
New Delhi 110075	10000
Delhi-110036	10000
Delhi-110041	10000
Panipat 132103	10000
Rajkot - 360003	5000
Bhiwandi, Maharashtra 421302	5000
Mumbai, Maharashtra 400010	10000
Vidyaranyaपुरa post Bangalore 560097	10000
Tirupur 641607	10000
Surat- 394210	10000
Jalandhar- 144003	10000
Ludhiana, 141003	10000
Agra-282007	10000
Ghaziabad, UP-201007	10000
Noida 201301	10000
Mathura -281004	10000
Jaipur 302029	10000
KOLKATA 700015	10000
Yamuna Nagar - 135001	10000
Faraidabad, Haryana-121001	10000
Delhi-110092	10000
Hisar, Haryana-125001	10000
Bahadurgarh Jhajjar Haryana 124507	10000

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