



सं. _____ D-15014/1/2019-Ad (G)
No. _____

भारत सरकार
GOVERNMENT OF INDIA
इस्पात मंत्रालय
MINISTRY OF STEEL
उद्योग भवन
UDYOG BHAWAN
नई दिल्ली-110107
New Delhi-110107

Dated 10th April, 2019

To,

M/s P P Enterprises,
10780, Jhandewalan Road, Paharganj,
New Delhi – 110 005

Subject: Award of Rate Contract (RC) for supply of Printed Materials for use in the Ministry of Steel - regarding.

Sir/Madam,

I am directed to refer to your Online Bid No. 1546770 dated 27.02.2019 regarding Rate Contract (RC) for supply of Printed Materials for use in the Ministry of Steel and to say that the Competent Authority has accepted the rate of Printed Materials as per Annexure-II subject to the terms and conditions mentioned in Annexure-I.

2. The period of Rate Contract (RC) will be *valid for two years with effect from 10.04.2019*. This period may be further extended as per the requirement of the Ministry or may be curtailed/terminated before expiry of this period.

3. The Rate Contract (RC) will be made effective only after receiving of your acceptance of terms and conditions of Rate Contract (RC) and deposit of Performance Security of ₹ 50,000/- (*Fifty Thousand only*) by way of *Fixed Deposit (FD)*.

4. You are, therefore, requested to furnish/deposit signed copy of the AGREEMENT FOR RATE CONTRACT (Annexure-III) and PERFORMANCE SECURITY immediately to this Ministry so that the Rate Contract (RC) could be finalized.

5. This issues with the concurrence of Internal Finance Division (IFD), Ministry of Steel.

Yours faithfully,

Encl: As above

(Mukesh Rai)

Under Secretary to the Govt. of India

☎ 23061352

Copy to:


1. NIC, Ministry of Steel (with request to upload it on the website of the Ministry of Steel)
2. Internal Finance Division (IFD), Ministry of Steel .
3. Drawing and Disbursement Officer (DDO), Ministry of Steel
4. Pay and Accounts Office, Ministry of Steel

हिन्दी का प्रयोग उपेक्षित नहीं है, पत्र का उत्तर शीघ्र दिया जाएगा।

Terms and Conditions of Rate Contract (RC) for Supply of Printed Materials in the Ministry of Steel

General Conditions

1. The period of Rate Contract (RC) shall ordinarily be *valid for two years with effect from 10.04.2019*. This period may be further extended as per the requirement of the Ministry or may be curtailed/terminated before expiry of this period owing to deficiency in service after giving one week notice to the firm.
2. The rates quoted will remain in force for full period of contract. Demand for revision of rate on any account shall not be entertained during the contract period.
3. The bidder will have to supply the printed materials in good condition in the General Administration Division, Room No. 74, G Wing, Ministry of Steel, Udyog Bhawan, New Delhi at their own cost. No transportation or labour charge will be paid.
4. The firm should be in a position to supply printed materials even on short notice as and when needed on receipt of written order from the authorized officer in the General Administration Division.
5. The firm will supply all printed materials on credit basis as settlement of bills may take some time depending on availability of funds. No advance payment will be made for supply of the printed materials. Payment shall be made by electronic transfer to the account of the firm on submission of bill in triplicate. As far as possible, the bills would be settled on a monthly basis.
6. The firm should be available on its own direct telephone (office as well as residence) and also on mobile phone for contracting. These contact phone numbers will have to be intimated to this Ministry immediately on award of contract.
7. On demand through issuance of supply order by the Ministry of Steel, the firm shall supply printed materials as per specification. Any deviation from the approved specification/quality shall make the firm liable to take back such items at its own cost. Ministry of Steel reserves the absolute right to reject any printed materials which, in its opinion, is not of approved specification. Decision of the Competent Authority of Ministry of Steel in this regard shall be final and binding upon the firm.
8. A penalty of ₹ 1,000/- (One Thousand only) will be imposed if it is found, on the basis of complaints received from end-user of the Ministry, that printed materials supplied is below the desired standard or substandard. In case of supply of such printed materials once after imposition of penalty, the contract shall be cancelled forthwith and performance security deposit shall be forfeited. The firm is also liable to be black listed.
9. Quantity of printed materials to be supplied may vary from time to time. Ministry of Steel shall place the order for supply of printed materials as per the requirement. All printed materials of the supply order shall be supplied at one go as per quantity mentioned in the supply order. Ministry of Steel shall not accept part supply of any printed materials. The delivery chalan shall be got signed by the Section Officer/Dealing Assistant as a proof of having supplied the items in full and the same should be attached with bills for payment.



10. The firm will have to supply the items within two (2) working days after issuance of supply order. In case the firms fail to supply the items within this period, the printed materials will be procured from open market and the difference of cost, if any, will be recovered from security money or from pending bills of defaulting firm. However, in certain circumstances, the supply of printed materials ordered must be supplied on the same day without claiming any extra charges.

11. It should be ensured that the printed materials supplied would be to the satisfaction of the end-users of the Ministry. In case of any unsatisfactory report, the firm is liable to be not paid for such items.

12. It should be ensured that the firm is not providing services/goods to other Ministries/Departments at lower rates than those quoted for the Ministry of Steel. In case, at later stage, it is found that the firm is providing services/goods to any other Ministry/Department at a lower rate, the payment would be withheld by the Ministry.

13. The contract entered into is liable to be terminated by this Ministry at any time without assigning reasons thereof if the service rendered by the firm is not satisfactory or any lapse found in the service provided. Therefore, in this connection, the decision of this Ministry will be final and shall be binding upon the contractor.

14. If any information furnished by bidder is found to be incorrect or false at any point of time, the contract entered into will be liable to be terminated without any notice and the performance security deposit is liable to be forfeited.

15. The contractor entered into shall indemnify the Ministry of Steel against all damages/expenses for which the Ministry may be held liable or pay on account of the negligence of the contractor or any person under his/her control whether in respect of accident/injury to the person/damages to the property in executing the work or otherwise and against all damages/demands thereof.

16. In event of any dispute or difference between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Secretary, Ministry of Steel. The provisions of Arbitration and Conciliation Act, 1996 (No 26 of 1996) shall be applicable to the arbitration. The venue of such arbitration shall be at Delhi. The expenses of arbitration shall be shared equally by the parties to the agreement. However, expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

17. Pending the submission of and/or a dispute, difference or claim or until the arbitral award is published; the Parties shall continue to perform all of their obligations under this agreement without prejudice to a final adjustment in accordance with such award.

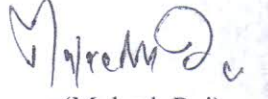
18. The contract will be interpreted under Indian Laws and subject to the jurisdiction of Delhi Courts.

...3/-

मुकेश सिंह
अवर
सहायक
सचिव
उद्योग विभाग, नई दिल्ली

Financial Conditions

1. The firm shall submit the performance security of ₹ 50,000/- (Fifty Thousand only) by way of Fixed Deposit (FD) which will be refunded on satisfactory completion of the contract. No interest will be paid on performance security deposit.



(Mukesh Rai)

Under Secretary to the Govt. of India


मुकेश राय
अवर सचिव
सामान्य प्रशासन विभाग
इस्पात मंत्रालय
भारत सरकार
उद्योग भवन, नई दिल्ली

APPROVED RATE LIST FOR SUPPLY OF PRINTED MATERIALS
FOR USE IN THE MINISTRY OF STEEL

Sl. No.	Items	Size/ Quality etc.	Thickness (in GSM)	Basic Rates (in ₹)
1	2	3	4	5
1.	D.O. Letter Head with embossed Golden Emblem and Screen Printing (per hundred)	A-4	100	225.00
		Medium	100	215.00
		Small	100	205.00
2.	D.O. Letter Head (Single Color Screen Printing) (per hundred)	A-4	100	175.00
		Medium	100	165.00
		Small	100	155.00
3.	D.O. Letter Head with embossed Golden Emblem and Screen Printing (Handmade paper) (per hundred)	A-4	100	255.00
		Medium	100	245.00
		Small	100	235.00
4.	D.O. Envelope with embossed Golden Emblem and Screen Printing (without Window type) (per hundred)	A-4	100	220.00
		SE-6	100	130.00
		SE-5	100	140.00
		SE-8A	100	260.00
5.	D.O. Envelope with embossed Golden Emblem and Screen Printing (Window type) (per hundred)	A-4	100	230.00
		SE-6	100	140.00
		SE-5	100	150.00
		SE-8A	100	270.00
6.	D.O. Envelope (Single Color Screen Printing) (without Window type) (per hundred)	A-4	100	180.00
		SE-6	100	80.00
		SE-5	100	90.00
		SE-8A	100	240.00
7.	D.O. Envelope (Single Color Screen Printing) (Window type) (per hundred)	A-4	100	190.00
		SE-6	100	90.00
		SE-5	100	100.00
		SE-8A	100	250.00
8.	Letter Head of Ministry (Multi-Colour Screen Printing) (per hundred)	A-4	100	145.00
		Medium	100	125.00
		Small	100	115.00
9.	Hindi Message of Minister with Photo and embossed Golden Emblem on glazy Art Paper (per hundred)	A-4	300	18.00
10.	Certificate for winner of contest of Hindi Pakhwada etc. on glazy Art Paper (with embossed Golden Emblem and Multi-Colour Screen Printing) (per nos.)	A-4	300	11.00
11.	Certificate for winner of contest of Hindi Pakhwada etc. on glazy Art Paper (Multi-Colour Screen Printing) (per nos.)	A-4	300	9.00
12.	Greeting/Invitation Card (one side printing with embossed Golden Emblem with printed envelope) (Thick Ivory sheets) (per hundred)	7"×5"	300	1900.00
13.	Greeting/Invitation Card (two side printing with embossed Golden Emblem with printed envelope) (Thick Ivory sheets) (per hundred)	7"×5"	300	1900.00

G. K. M. D.

Sl. No.	Items	Size/ Quality etc.	Thickness (in GSM)	Basic Rates (in ₹)
1	2	3	4	5
14.	Greeting/Invitation Card (two side four colour printing with embossed Golden Emblem) (with printed envelope) (Imported Galgo card) (per hundred)	7"×5"	300	2100.00
15.	Greeting Card (Golden emblem embossing with single color printed on imported galgo card & Inner leaf in multi colours printed on imported galgo paper) with Envelope (Single Colour & emblem embossing on imported galgo paper) (per hundred)	5"×7"	300	2100.00
16.	Greeting Card (Single fold inner side four colour printed art paper leaf pasting & golden boundary & emblem with ministry name on front side on Handmade Card) with Envelope (handmade paper with emblem) (per hundred)	7"×5"	300	2200.00
17.	Greeting Card (Four Color printing with embossed golden emblem on Imported White Texture Card) with (Envelope of Single Color printing with embossed golden emblem on Imported White Texture paper) (per hundred)	7"×5"	300	2250.00
18.	Telephone Call Slip (Bond Paper) (per pad of 100 sheets)	3"×3"	80	26.00
19.	Visitor Slip (Bond Paper) (per pad of 100 sheets)	3"×3"	80	26.00
20.	Slip of Permission for Entry of Vehicle (Bond Paper) (per pad of 100 sheets)	5"×5"	80	31.00
21.	Other Slips (Immediate, Priority, Secret, RTI etc) (per hundred)	3"×3"	80	400.00
22.	Slip Pad (Ordinary) Cover on 130 GSM Imported Art paper with printing (Ministry name, Address, Emblem & Swachchh Bharat logo) Inner page on 80 GSM white paper in single colour printing with rulling & Ministry Name & perforated with perfect binding (per pad of 20 sheets)	A-4	80	20.00
		5" x 8"	80	18.00
			80	18.00
23.	Slip Pad (Ordinary) Cover on 130 GSM Imported Art paper with printing (Ministry name, Address, Emblem & Swachchh Bharat logo) Inner page on 80 GSM white paper in single colour printing with rulling & Ministry Name & perforated with perfect binding (per pad of 50 sheets)	A-4	80	30.00
		5" x 8"	80	25.00


 मुकेश कुमार
 अवर सचिव
 सामान्य प्रशासन विभाग
 कर्मचारियों का विभाग
 भारत सरकार
 नया दिल्ली

Sl. No.	Items	Size/ Quality etc.	Thickness (in GSM)	Basic Rates (in ₹)
1	2	3	4	5
24.	Slip Pad (Spiral) Cover on 130 GSM Imported Art paper with printing (Ministry name, Address, Emblem & Swachhh Bharat logo) Inner page on 80 GSM white paper in single colour printing with rulling & Ministry Name (per pad of 50 sheets)	A-4	80	38.00
		A-8	80	28.00
25.	Visiting Card (bilingual) with embossed Golden Emblem (Ivory Card) (per hundred)	Screen	300	190.00
26.	Visiting Card (bilingual) with embossed Golden Emblem (Handmade) (per hundred)	Screen	300	240.00
27.	Coloured Sheet (Card Board) (Single Color Screen Printing) (per hundred)	A-4	300	550.00
28.	Continuation Sheet (Single Color Screen Printing) (per thousand)	A-4	100	1550.00
29.	Set of Letter Folder, Letter Head and Envelope with embossed Golden Emblems and Screen Printing (Handmade) (per hundred)	A-4	300	3500.00
		Medium	300	3200.00
30.	Pensioner I Card (Plastic) (per nos.)	Screen	300	30.00
31.	Plastic Folder (L-folder with front side transparent) Royal Blue Colour Printing (Ministry name, Address, Ashoka Emblem, Swachhh Bharat Logo & Mahatma Gandhi Birth Anniversary Logo) (per hundred)	A-4	200	1430.00
32.	Plastic Folder (L-folder with both side transparent) Royal Blue Colour Printing (Ministry name, Address, Ashoka Emblem, Swachhh Bharat Logo & Mahatma Gandhi Birth Anniversary Logo) (per hundred)	A-4	200	830.00
33.	File Cover Printed in single colour & inner side cloth binding with two I/let (per hundred)	FS	500	950.00
34.	Best Compliment Card (two side printing with embossed Golden Emblem on Handmade card) with printed envelope (per hundred)	5" x 4"	300	345.00

*GST will be charged extra


(Mukesh Rai)

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