



**GOVERNMENT OF INDIA**  
**MINISTRY OF FINANCE**  
**DEPARTMENT OF REVENUE**  
**NATIONAL ACADEMY OF CUSTOMS, EXCISE AND NARCOTICS**  
**[NACEN]**

1<sup>st</sup> to 3<sup>rd</sup> Floors, Plot No: 3/86-E, ATC STREET,  
Ambattur Industrial Estate,  
(Near AMBIT IT Park), Chennai-600058.  
Telephone No: 26250157 / 26250159  
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C.No: IV/02/02/2016

Dated:- 07-10-2016

**LIMITED TENDER NOTICE**

**Sub:-** Rates / Quotations towards Printing and Binding Charges of GST materials supplied to NACEN, Chennai – Reg.

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Sealed quotations are invited from Parties / firms / Authorised suppliers for quoting Printing & Binding charges towards supply of **4000 Nos.** of books in (02) Two Volumes one containing the printed Background material in 341 pages (back to back) & the other containing the Draft Model GST LAW in 190 pages (back to back) with stiff binding for departmental use by National Academy of Customs, Excise and Narcotics, (NACEN), situated at 3/86-E, ATC Road, Ambattur Industrial Estate, Chennai – 600 058.

The Specifications of the Two Books are as Follows:-

Sl.No:	Description	Background material	Draft Model GST LAW
1.	Number of Copies	4000 Nos.	4000 Nos.
2.	Size of Publication	A4 size	A4 Size
3.	Number of Pages	341 Pages	190 Pages
4.	Cover	To be printed in Multi-Colour	To be printed in Two Colour
5.	Paper for Cover	Above 250 GSM	Above 250 GSM
6.	Paper for Text	Above 75 GSM	Above 75 GSM
7.	Binding Style	Perfect Binding	Perfect Binding
8.	Material for reproduction	PDF file will be provided to the printer and pagination and design of the Text matter and cover will be done by the printer strictly as per the sample to be provided by this Academy.	PDF file will be provided to the printer and pagination and design of the Text matter and cover will be done by the printer strictly as per the sample to be provided by this Academy.
9.	Pre-Printing Activities	One set of books may be provided as Proof before making copies	One set of books may be provided as Proof before making copies

**Note:-** The models / samples of the above Books are available with the Academy. Bidders are required to examine the same on any working days on or before 20-10-2016 between 10.00 hrs to 17.00 hrs. and quote their price for an identical item.

The terms and conditions shall be as follows:-

The Additional Director General, National Academy of Customs, Excise and Narcotics, Regional Training Institute, Chennai may verify the authenticity of the items supplied from the supplier at any time.

- I.** The bidder should quote the printing and binding charges separately in respect of each book both in figures and words. The prices quoted should be exclusive of all taxes & other charges, if any and the same should be shown separately.
- II.** The supplier should furnish valid Trade License, PAN No. / VAT No. / Sales Tax No. / Service Tax. (as applicable).
- III.** The supply will be required in smaller quantities ranging from 50 Nos. to 200 Nos. from time to time, may be on weekly basis, and a separate work order will be issued for such piece-meal supplies.
- IV.** The supplier must supply the books (both – Background Material and Model GST Law) within 4 days from the date of receipt of the supply/work order. The supplier must raise cash bill/ invoice for each individual supplies so effected on **National Academy of Customs, Excise & Narcotics (NACEN) situated at 3/86-E, ATC Road, Ambattur Industrial Estate, Chennai – 600 058.**
- V.** The firms should submit their quotation in a sealed envelope marked as **“Quotation for Printing and Binding charges” to National Academy of Customs, Excise & Narcotics, Chennai”.**
- VI.** Incomplete bids in any manner shall not be accepted and are liable to be rejected.

#### **GENERAL TERMS AND CONDITIONS.**

- 1.** The tenders should be signed by the authorized person and his full name and status should be indicated below his signature.
- 2.** Overwriting/corrections of any kind are NOT acceptable.
- 3.** Rates should be indicated in both figures and words. If there is difference between the two said rates, the rates quoted in words will prevail. The Rates should be quoted separately for each item. Rates quoted should be exclusive of all taxes, and Tax and other charges, if any same should be shown separately
- 4.** The Additional Director General, NACEN, Chennai reserves the right to terminate the contract, by giving notice in writing without assigning any reasons and without incurring any financial liability whatsoever to the Service Provider.
- 5.** The books to be supplied should be of good quality. The items should not suffer any type of damages at the time of delivery.
- 6.** In case of any accident/ damage occurred during the course of supply of the above books, all the claims arising out of the same shall be met by the firms/dealers/agencies and NACEN, Chennai shall have no liability whatsoever in this regard.
- 7.** The firms/dealers/agencies shall be solely responsible for payment of statutory / other taxes/dues payable as per Central / State Government / Municipality Rates etc., other Laws etc., as applicable and that might become applicable under any Act or Order of the Government. NACEN, Chennai shall have no liability whatsoever in this regard.
- 8.** In case of any default by the firms/dealers/agencies in respect of any of the Terms & Conditions, (whether General or Special), the Additional Director General, NACEN, Chennai may without prejudice to any other right/ remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or part, by giving notice in writing to the firms/dealers/agencies. The said notice will be deemed to have

been issued if a Registered Copy of Notice is sent to the address of the Service provider as per the Agreement.

9. Tenders received in open condition will not be considered under any circumstances, which may please be noted.
10. The sealed tenders may be submitted at the **Office of the Additional Director General, National Academy of Customs, Excise and Narcotics, 3/86-E, ATC Road, Ambattur Industrial Estate, Chennai 600058** so as to reach by **16.00 hrs on 20.10.2016 (The due date for tender)**. The Bids will be opened at **17.00 hrs on 20.10.2016** in the presence of representatives of interested firms/dealers/agencies if they make themselves available at that time.
11. Tenders received after the said date and time will be summarily rejected.
12. No advance payment would be made in any case. The invoice for supply shall be raised in the name of the Additional Director General, NACEN, Chennai and the same shall be furnished to this Academy along with the supply of materials. The bills so received shall be processed and the amount will be paid thereafter.
13. Tender forms are available at [www.cbec.gov.in](http://www.cbec.gov.in); [www.nacen.gov.in](http://www.nacen.gov.in) and [www.chennaicentralexcise.gov.in](http://www.chennaicentralexcise.gov.in).
14. The Additional Director General, NACEN reserves every right to reject any or all the bids in full or part or not to award the contract to the lowest bidder without assigning any reason thereof and without giving any compensation.

  
**(ROSA USHA ANTONY)**  
**ASSISTANT DIRECTOR (Admn.)**