

1351(03)/NIFT Pur-HO Printing of NIFT Admission Brochure (Prospectus)- 2019 /2018

# निविदा दस्तावेज (TENDER DOCUMENT)

## FOR ADMISSION BROCHURE (PROSPECTUS) - 2019

निफ़्ट मुख्यालय, हौज़ खास, नई दिल्ली  
(NIFT, HEAD OFFICE,  
HAUZ KHAS, NEW DELHI-16)

### निविदा प्रक्रिया की समय सारिणी (Time Schedule for Tender Process):

Date of Publication of Tender notification on official website/e-Portal	10/10/2018 at 1.00 P.M. (Wednesday )
Download of Tender Document Commence from	10/10/ 2018 at 2.30 P.M.(Wednesday )
Last Date of download of Tender Document	02/11/2018 at 10.30 AM. (Friday)
Last Date for Receipt of Duly Filled in Tender	02/11/2018 at 10.30 AM. (Friday)
Date and Time of the Opening Technical Bids	02/11/2018 at 11.00 AM. (Friday)
Date and Time of the opening Financial Bids	will be notified to the technically qualified Tenderes

**Note: This tender document contains 16 pages (Total no. of pages including Annexure) and Tenderers are requested to submit the signed/scanned all the pages.**

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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## विषय सूची

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(Full Signature & Stamp of the Tenderer)

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**Sub: Notice Inviting for Limited Tender Enquiry for Printing/Supply of 1700 copies of Admission Brochure (Prospectus) – 2019 for all NIFT Campuses**

**परिचय (INTRODUCTION):**

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology.

NIFT provides fashion business education across the country through its network of 16 campuses. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion.

NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raebareli, Shillong, Srinagar and Head Office.

**1. निविदा आमंत्रित नोटिस (NOTICE INVITING TENDER):**

- a) Tenders are invited from registered printers for printing/supply of **1700 copies of Admission Brochure (Prospectus)- 2019** for all NIFT Campuses along with Head Office.
- b) The interested vendors should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **10/10/2018 by 2.30 PM to 02/11/2018 upto 10.30 A.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.
- c) Applications to this tender will be accepted only through the online mode through <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

- d) For applying online, the firm should get itself registered at <https://nifttenders.eproc.in> by paying online.
- The bidder needs to mention his Company Name, Address, User ID to register.
  - **Annual Registration Charges of Rs. 2000/- + 360/- (18% GST) = Rs. 2,360/- (Two Thousand Three Hundred Sixty only – Non refundable are to be borne by Seller).**
  - Bid Processing Fee charges of **Rs. 320/- + 58 (18% GST) = Rounded off Rs. 378/-** (Rupees Three Hundred Seventy Eight Only) (non refundable) to be made online.
- e) The basic requirements for registration and applying for tender online are as under:
- Operating System should be atleast windows 7.
  - Java version : Java 8 update 25.
  - Use Internet Explorer 11.
  - All java add-ons must be enable in the system.
  - Always use Class III B Digital Signature Certificates (DSC) having Signing and Encryption both.
- f) The bidder should ensure that it complies with the above requirements before applying for tender upto **02/11/2018 on or before 10.30 A.M. (Friday).**

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(Full Signature & Stamp of the Tenderer)

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- g) Original 03 sets of Sample Papers, two printing jobs of Govt./PSU and Autonomous bodies (As mentioned in Annexure-I), Earnest Money Deposited (EMD) in form of Demand Draft in favouring of NIFT, payable at New Delhi shall be submitted in sealed envelope super scribing "printing of 1700 copies of **NIFT Admission Brochure (Prospectus) – 2019**" and addressed to Purchase Officer, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, Head Office, 2<sup>nd</sup> Floor, B Block, NIFT Campus, Near Gulmohar Park, Hauz Khas, New Delhi – 110016. The sealed envelope must be dropped in the tender box located at Head Office 2<sup>nd</sup> Floor, B Block, NIFT, New Delhi – 16, Head Office only on or before **02/11/ 2018 upto 10.30 A.M. (Friday)**.

On line Technical Bids will be opened on the same day **i.e. 02/11/2018 (Friday) at 11.00 A.M.** in presence of such vendors who may wish to be present, either by themselves or through their authorized representatives.

- h) On line submission of technical bid contain in prescribed Proforma as per **Annexure – I (Technical Bid) Earnest Money Deposit (Refundable but non-interest bearing) of Rs. 8000/- (Eight Thousand Only)** favoring in **NATIONAL INSTITUTE OF FASHION TECHNOLOGY** and payable at New Delhi along with all relevant documents. On line financial bid may be submitted/filled only as per **Annexure – II (Financial Bid)**.
- i) The online financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.
- j) **The interested bidders are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect will be summarily rejected.**
- k) In case of any further clarifications required relating to this tender, the same can be sought from the office of Purchase Officer on Telephone No. 011-26542176/011-26542071, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi - 110016.

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(Full Signature & Stamp of the Tenderer)

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3. **बिड दाता की चयन प्रणाली (SELECTION CRITERIA OF Bidder) :-**

**The selection of Printer will be based as per following terms & Conditions:**

**Technical Bid:** The financial bid will be opened only of those bidders who will qualify technical bid.

**Financial; Bid:**

• **Part A :-** Price for printing of NIFT **Admission Brochure (Prospectus)- 2019**

• **Part B:-** i) Postal Charges by Air (for sending NIFT **Admission Brochure (Prospectus)- 2019** for all NIFT Campuses),

**OR**

ii) Postal Charges by Road/Railway (for sending NIFT **Admission Brochure Prospectus)- 2019** for all NIFT Campuses),

**Final total price for a bidder will be decided on the basis on following formula: -**

**Total of part A+ 20% of Total postal charge for shipping by Air at B (i ) + 80% of Total postal charge for shipping by Road/ Railway at B (ii)**

**This formula is only for deciding the lowest bidder. Actual shipment by Air/Road may vary depending upon exigencies at the time of dispatch, at the discretion of NIFT** within the ceiling of maximum amount quoted in the tender for air/road

- **Technical Bid: (As per Annexure - I)**
- **Financial Bid : (As per Annexure –II)**

4. **आवश्यक दस्तावेज DOCUMENTS REQUIRED:**

Tender shall be accompanied by the relevant documents with Technical Bid (**Annexure–‘I’**) duly certified by authorized representative of the firm:-

- (i) The Proof of Annual turnover upto Rs 10 lacs per year for the last two years i.e. 2015-2016 & 2016-2017 in the form of the Audited Balance Sheet (Submit scanned copy online).
- (ii) A list of organizations where the supplier has currently provided/has printed/ supplied the items (Submit scanned copy online).
- (iii) At least two printing job of Govt./PSU/Autonomous bodies (Submit the hard copy) during 5 years i.e 1st April, 2013 to 31st March - 2018 .
- (iv) The proof of printing press should be based/located in Delhi/NCR region with in-house facility including designing/dispatch etc. to execute the job as required (Submit scanned copy online).
- (v) Copy of Registration Certificate in support of GST No/ TIN No & Validity etc. (Submit scanned copy online).

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

- (vi) 03 sets of Sample Papers for inner & cover page duly signed & stamped may be enclosed as per specifications at **Annexure 'III'**. (Submit hard copy only).
- (vii) Earnest Money Deposit of **Rs. 8000./-** in the form of Demand Draft in favour of "NIFT" payable at New Delhi (Submit hard copy and scanned copy online).
- (viii) Those bidders exempted from EMD cost, submit the certificate issued by the concerned department (NSIC) (Submitted scanned copy online).
- (ix) Declaration that the printer has not been debarred from participating in Tender anywhere in NIFT HO and Campuses. (Submitted scanned copy online).

## **5. नियम और शर्तें TERMS & CONDITIONS:**

1. The tenderer shall depute technically qualified executive to coordinate the job with NIFT team.
2. The tenderer should have licensed software for color correction/printing compatible with Adobe Suite (In Design/Illustrator).
3. The basic layout of the NIFT Admission Brochure (Prospectus)- 2019 will be provided by NIFT separately. However the formatting of all pages will be carried out by the printer.
4. The final corrections in the layout of NIFT Admission Brochure (Prospectus)- 2019 (if any) will be carried out by the printer.
5. The tenderer will provide laser printouts of the first dummy + final dummy of the NIFT Admission Brochure (Prospectus)- 2019 The final dummy in colour will be approved by NIFT team before printing at the printer premises.
6. Pre inspection of the quality of the printing material will be checked by the Indentor before delivery at NIFT to avoid future dispute regarding the quality.
7. The tenderer shall supply all the copies of the above NIFT Admission Brochure (Prospectus)- 2019 in proper perfect bidding with section sewing cover drawn (water proof and fabric packing over carton) at all NIFT campuses including Head Office as per distribution list given by NIFT.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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8. The price quoted for printing of all the jobs should be mentioned per unit which shall be inclusive of all taxes, Goods and Service Tax (GST) and excluding delivery/Postal charges (by Road & by Air). **The rates quoted should be on the basis of free delivery at NIFT Head Office & NIFT New Delhi Campus** as per annexure – ‘IV’ attached i.e. all NIFT Campuses across the country (by air or road & time bound). Further the tenderer will provide GSTIN number with submission of Technical Bid and all the applicable rules of Goods and Services Tax, act will be binding on the tenderer. Tenderer will also provide the proof of payment of GST along with submission of his supply bill.
9. Tenderer shall provide a soft copy of **NIFT Admission Brochure (Prospectus)- 2019** pdf, format in CD/DVD/Pen Drive to NIFT after completion of the work.
10. **L1** will be decided on overall lowest for printing of **NIFT Admission Brochure (Prospectus)- 2019** as per criteria mentioned in price bid Annexure – II and page no 6”.
11. Input services Distributors (ISD) clause available in GST can be used so centralized billing in the name of National Institute of Fashion Technology (NIFT) Head Office can be made by L1 bidder. However, the same is not applicable for those bidders are not registered in India in GST.
12. No overwriting, correction, insertion shall be permitted in any part of the Tenderer.
13. **NIFT Head Office GSTIN. - 07AAATN2067J3ZG.**
14. A Demand Draft of **Rs. 8000/- (Rupee Eight Thousand Only)** is required to be deposited as Earnest Money Deposit in favor of NIFT payable at New Delhi in the sealed envelope. In the absence of required EMD cost, bid shall be deemed to be invalid & will be rejected by NIFT. Those bidders who are exempted from submission of EMD cost, they have to submit scanned copy of requisite certificate issued by the concerned authority (NSIC). The EMD will be returned to the bidders except the successful bidder as soon as the tender for awarding the printing material is finalized. No interest shall accrued to this deposit which will be returned after completion of the work and after adjusting dues, if any.
15. If the bidder withdraws his bid during the period of bid validity, the EMD shall be forfeited. In case of successful bidder, if he fails to furnish the required Security Deposit within the specified time limit, the EMD will be forfeited and the firm will be black listed.
16. The date of the demand draft will be after the publication of this tender.
17. Late tenders will not be considered at all.
18. The L1 Tenderer shall deposit **6% of the total cost quoted** as Security Deposit to NIFT, within one week after receipt of supply/printing order. No interest shall be paid on security deposit which will be returned after successful printing/supply and after adjusting dues, if any.

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(Full Signature & Stamp of the Tenderer)



19. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and he is not bound to accept the lowest bid since due weightage shall be given to several factors (as shall be decided by NIFT) besides the commercial bid.
20. In case **L-1** is more than one, the decision of NIFT will be final.
21. Tenderer has to bid for **NIFT Admission Brochure (Prospectus)- 2019** and has to quote rate for shipment as specified. Non submission of bid for any of this item will result in disqualification.
22. Conditional Bids/Vague offers like “**Duties as applicable**” shall not be considered.
23. Dispatch of **NIFT Admission Brochure (Prospectus)- 2019** to all NIFT Campuses, addresses enclosed at **Annexure - IV** is required to be completed within **15 days from the date of handing over final proof.**
24. NIFT reserves the right to alter the quantity of **NIFT Admission Brochure (Prospectus)- 2019** to be printed.
25. **Penalty for Non-Compliance:-**
  - a. The first proof of the material should be submitted within **5 days** from the date of submission of relevant material, failing which **Rs.500/- per day will be charged.**
  - b. All printed copies of the material is to be dispatched within **15 days** from the date of approval of final proof, failing which **Rs.500/- per day subject to maximum of 20% of the bill will be charged.**
  - c. Inferior or defective printed matter shall under no circumstances be accepted by the NIFT.
  - d. In case any error or defect is discovered after delivery of the printed matter which is ascribable to the printer, he shall be bound to rectify such error or defect at his own cost to the satisfaction, and within the time limit fixed by the NIFT for the purpose.
  - e. In case of the delivery of any defective printed material which, owing to urgency or any other reason, cannot be rejected wholly, the NIFT shall deduct such sums from the concerned printer’s bills as may be considered proper.
  - f. The rejected printed material shall lie in the NIFT premises entirely at the printer’s risk.
  - g. The tenderer will be expected to remove it at the earliest. However, if such rejected material is not removed within 7 days of notice to the printer regarding rejection, the NIFT shall have the right to dispose of such material as it deems fit.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

26. In case of genuine difficulties beyond the control of the printer, on request, he may be given extension of the time limit upto a maximum of 10 days in special case.
27. Tenders once submitted shall not be allowed to be withdrawn, altered or cancelled in part or in whole.
28. The Security Deposit will be released on receipt of the bill completed with all delivery vouchers and delivery of printed materials with satisfactions of NIFT. No interest will be paid on the Security Deposit.
29. If the job is not executed after accepting the same, earnest money will be forfeited in full and job will be got executed at firm's risk from some other firm. The firm shall also be liable to be black listed.
30. Execution of job should be of standard quality, neat and accurate according to the specifications, quality of paper where NIFT is satisfied. If the execution of the job is not upto the standard, suitable deductions will be made or the entire job shall be rejected by NIFT, as the case may be, at the cost of firm risk's.
31. The tenderer shall print the **NIFT Admission Brochure (Prospectus)- 2019** on the paper specified. In case the tenderer uses the inferior quality of paper, NIFT will get it tested from the approved Govt. testing lab and a penalty on the total bill shall be imposed by the Competent Authority as deemed fit on the firm and further lead to disqualification for any future job prospects with NIFT.
32. The Payment will be released on receipt of the original bill and completion of delivery of printed material in good conditions and receipt of the satisfactory report from the campuses.
33. On finalizations of tender the selected bidder needs to submit the declaration under anti profiteering applicable as per GST laws.
34. The successful Tenderer shall have to submit the self attested photocopy of the Invoice for purchase of paper and shall have to give in writing in the following Performa :-

“Certified that the paper procured from the M/s. -----is actually used in printing of **NIFT Admission Brochure (Prospectus)- 2019** at the time of submission of bills.

**35. सुलह माध्यस्थम/विधि Conciliation/Arbitration:**

- i. If any dispute(s) or difference(s) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by DG – NIFT.
- ii. In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by the sole Arbitrator to be appointed by DG – NIFT.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

- iii. The Arbitration proceedings shall be in accordance with the provision of the Arbitration & Conciliation Act, 1996 & Laws of India as amended or enacted from time to time.
- iv. The venue of the Arbitration shall be based upon the NIFT Head Office. The language of the arbitration proceedings shall be in English.
- v. The Arbitrator will give the speaking & reasoned award.
- vi. The cost incurred during arbitration, if any, shall be borne by the supplier.

36. **लागू कानून और क्षेत्राधिकार Applicable Law & Jurisdiction:**

All matters connected with this shall be governed by the Indian Law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction of Indian Court at Delhi.

37. NIFT reserves the right to annual the bidding process at any period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidders on the ground of NIFT action.
38. The agency should not sublet the work or any part of the work to any other agency without written consent of NIFT.
39. In case of any deviation/fault in the quality as also printing mistake, NIFT shall have the right either to reject printed material or deduct part payment from the bill.
40. As per instructions of Central Vigilance Commission, no negotiation will be made. In this aspect. The bidder who will quote lowest rates in all the items will be treated as lowest one.
41. Decision of the DG-NIFT will be final and binding in case of work requirement and in all the matters relating to technical and commercial terms and specifications including right reserved to reject the tender.

42. **वैधता Validity:**

- The first proof of the material should be submitted within **5 days** from the date of submission of relevant material and all printed copies of the material is to be dispatched within 15 days from the date of approval of final proof.
- Your rates should be valid for a period of 3 (Three) months from opening of Technical Bid, the repeat order can be placed if required. Extra copies to be printed, if any, will be printed on the same price.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

The Tender should be submitted and signed by a duly authorized person, giving full name of the firm with its current business address.

The bidders should satisfy themselves before submission of the tender to NIFT that they meet the qualifying criteria and capability as laid down in the Tender document.

If any clarification required the bidder may contact the undersigned.

Yours faithfully

**(Asha Rani )**  
**AD/Purchase Officer**  
**Head Office**  
**Ph: 011-26542071/26542176**

**Encl. As above.**

**Signature of Tenderer :-----**

**Name of the Authorized Signatory :-----**

**Name of the Company/Firm :-----**

**Seal of the Company/Firm :-----**

**Address :-----**

-----

**Contact No.:-----**

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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## 6. संलग्नक - I (Annexure – I)

### NIFT Admission Brochure (Prospectus)- 2019 की 1700 प्रतिलिपियाँ प्रिंटिंग/आपूर्ति के लिए - तकनीकी बिड्स Technical Bid for Printing/Supply of 1700 copies of NIFT Admission Brochure (Prospectus)- 2019

To be sealed in Envelope super scribing "Technical Bid"

1. Name of the Agency :
2. Name of the authorized person  
(Who signs on the tender document):
3. Address of the Agency :
4. Phone No :
5. email- address :
6. Mobile No. :
7. Fax :

#### Eligibility Criteria for Selection:-

Sl. No.	Documents to be submitted	Proof Required
1.	The Proof of <b>Annual</b> Turnover for upto <b>Rs. 10 Lakhs</b> per year atleast for last 2 years i.e. 2015-2016 & 2016-2017 in the form of Audited Balance Sheet.	(Submitted Scanned Copy online)
2.	A List of organizations where the supplier has currently provided/has printed/supplied the items.	(Submitted Scanned Copy online)
3.	At least two printing job of Govt./ PSU and Autonomous bodies. during 5 years i.e 1st April 2013 to 31st March - 2018 .	(Submitted hard copy as per (g) of Para 2)
4.	The proof of the printing press of the printer should be based on Delhi/NCR region with in-house facility including designing/dispatch etc. to execute the job as required.	(Submitted Scanned Copy online)
5.	Copy of Registration Certificate in support of GST No./TIN No. & validity etc..	(Submitted Scanned Copy online)
6.	03 sets of Sample Papers for inner & cover page duly signed & stamped may be enclosed as per specifications at Annexure 'III'. Brand of the paper may also be mention on the sample paper, if any.	(Submitted Scanned Copy online and hard copies of the samples should reach on or before 02/11/2018 upto 10.30 A.M to Purchase Officer, NIFT HO) (as per (g) of Para 2)
7.	Earnest Money Deposit of <b>Rs. 8000/-</b> in the form of Demand Draft in favour of NIFT payable at New Delhi (Submitted Scanned Copy online & hard copy also).	(Submitted Scanned Copy online & original EMD should reach on or before 02/11/2018 upto 10.30 AM. to Purchase Officer, NIFT HO) ( as per (g) of Para 2)
8.	Those bidders exempted from EMD cost, submit the certificate issued by the concerned department (NSIC).	Submitted Scanned Copy online)
9.	Declaration that the printer has not been debarred from participating in Tender anywhere in NIFT HO and Campuses.	(Submitted Scanned Copy online)

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

I accept the above terms & conditions  
(Full Signature & Stamp of the Tenderer)

## 7. संलग्नक - II (Annexure – II)

NIFT Admission Brochure (Prospectus)- 2019 की 1700 प्रतिलिपियाँ प्रिंटिंग/आपूर्ति के लिए – वित्त बिड्स

### (Financial Bid for Printing/Supply of 1700 copies of NIFT Admission Brochure (Prospectus)- 2019)

(To be kept in sealed Envelope super scribing” Financial Bid”)

**NIFT Head Office GSTIN. - 07AAATN2067J3ZG.**

Sl. No.	Item	Specifications	Qty	Unit Price in Rs.	GST in %	Price of +/- 4 Pages if any	Total Price in Rs.
<b>PART – A:</b>	<b>Part A:-</b> Printing/Supply of NIFT Admission Brochure (Prospectus)- 2019	<b>As Annexure - III</b>	1700 Copies				
<b>PART – B:</b>	<b>Part B:</b> i) Postal Charges by Air (for sending NIFT Admission Brochure (Prospectus)- 2019 to all NIFT Campuses), <b>Or</b> ii) Postal Charges by Road/Railway (for sending NIFT Admission Brochure (Prospectus)- 2019 to all NIFT Campuses).						
	<b>Total Amount in Rs. (A + B(i))</b>						
	<b>Total Amount in Rs. (A+ B(ii))</b>						
<b>Grand Total (A + B (i) and + B(ii)) : (The total must be mentioned in words also. Any mistake, overwriting etc in mentioning the price will result into cancellation of bid.)</b>							
<b>Final total price for a bidder will be decided on the basis on following formula :-</b>							
Total of part A+ 20% of Total postal charge for shipping by Air At B (i) + 80% of Total postal charge for shipping by Road/ Railway at B (ii)							
<b>This formula is only for deciding the lowest bidder. Actual shipment by Air/Road may vary depending upon exigencies at the time of dispatch, at the discretion of NIFT within the ceiling of maximum amount quoted in the tender for air/road.</b>							

**Signature of Tenderer :-----**

**Name of the Authorized Signatory :-----**

**Name of the Company/Firm :-----**

**Seal of the Company/Firm :-----**

**Address :-----**

**Contact No.:-----**

I accept the above terms & conditions  
(Full Signature & Stamp of the Tenderer)

## 8. संलग्नक - III Annexure – III

### NIFT BROCHURE 2019

#### Specifications:

**Size:** 17.00 cm X 27.5 cm (ready size) (either landscape or portrait)

**Pages:** 100 + cover (**Kindly quote for multiple of +/- 4 pages**)

**Paper:** 105 gsm imported Super Fine off white paper  
270 gsm imported matt for cover

(3 paper samples each duly signed & stamped for inside pages & cover in Off White shade may be enclosed with Technical Bid. NIFT would choose any of the samples for approval and qualify for Financial Bid)

**Printing:** **Inside Pages** – 4 + 4 colour

**Inner & Outer Cover** 4 + 4 colour + special metallic colour (Copper/Silver/Gold) + UV + foiling + cover matt lamination

**Quantity:** (As per the requisition given by Admission Deptt. to Purchase Deptt.)

**Binding:** Perfect Binding with section sewing cover drawn

#### Terms and Conditions

1. The printer should have licensed software for color correction / printing compatible with Adobe Suite (In Design / Illustrator).
2. The printer will depute technically qualified executive to coordinate the job with NIFT team.
3. NIFT would provide the soft copy of complete text and pictures in the layout to the printer.
4. The design and layout of the prospectus will be provided by NIFT. However the final artwork of the complete prospectus will be prepared by the printer in consultation with the NIFT team.
5. The final corrections in the layout of prospectus 2019 (if any) will be carried out by the printer.
6. The printer will provide colour laser printouts of the first dummy + final dummy.
7. The final colour dummy will be approved by NIFT team before printing.
8. The printer will supply all the copies of the prospectus in proper packaging (water proof and fabric packing over carton) at the various campuses as per the distribution list given by purchase.
9. The printer will provide a soft copy of the complete prospectus 2019 to NIFT and a final pdf before it goes in print.
10. Please attach paper samples with technical/manufacturing/paper details alongwith the quotation

(Full Signature & Stamp of the Tenderer)

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9. संलग्नक- IV - निफ्ट परिसरों के पता

Annexure – IV

(Addresses list will be attached after approval of Competent Authority)

Sr. no.	Address	Sr. No.	Address
1	To, The Director NIFT Campus, Hauz Khas Near Gulmohar Park, New Delhi-110016	9	To The Director National Institute of Fashion Technology NIFT Block, Madhya Pradesh Bhoj (Open) University Campus, Kolar Road, Bhopal – 462042 (MP)
2	To The Director National Institute of Fashion Technology, NIFT Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113	10	To The Director National Institute of Fashion Technology Dharmasala, Mangattuparamba Kannur – 670562
3	To  The Director National Institute of Fashion Technology NIFT Campus, GH – O Road, Behind Info City, Gandhi Nagar – 382 007	11	To The Director National Institute of Fashion Technology Mithapur Farms Patna - 800001 BIHAR
4	To  The Director National Institute of Fashion Technology Opposite HI-Tech City Cyberabad Post Madapur Hyderabad- 500081	12	To The Director National Institute of Fashion Technology NIFT Campus, North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (Old NEIGRIHMS Campus) Block 'C' Pasteur Hills, Lawmali, Shillong – 7930001, Meghalaya Tel:- (0364) 2590253, 2590240, 2590256 Fax:- (0364) 2590253
5	To The Director 0 National Institute of Fashion Technology Plot No 3B, Block LA SEC- III Salt Lake city Kolkata - 700098	13	To The Director National Institute of Fashion Technology NIFT Campus, Old Govt. Polytechnic Residential Campus Chheb, Kangra-176001 Himachal Pradesh
6	To Director National Institute of Fashion Technology NIFT Campus, Plot No. 15, Sector – 4 Kharghar, Navi Mumbai – 410 210	14	To, The Director, NIFT Jodhpur NIFT Campus Karwar Jodhpur- 342037 (Rajasthan)
7	To The Director National Institute of Fashion Technology Doorbhash Nagar, Sector – II RaeBareli- 229010	15	To, Director NIFT Bhubneshwar IDCO Plot No – 24 Chandaka Industrial Estate Bhubaneswar – 751024
8	To The Director National Institute of Fashion Technology NIFT Campus, CA Site No. 21, 27 <sup>th</sup> Main Road, Sector-1, HSR Layout, Bangaluru – 560 034	16	<b>To,</b> <b>Director</b> NIFT Srinagar <b>J &amp; K SIDC Electronics Complex</b> <b>Rangreth , Srinagar</b> <b>Jammu &amp; Kashmir – 191132</b> ,
		17	The Director (F&A) HO NIFT Campus, Hauz Khas Near Gulmohar Park, New Delhi-110016

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)



