



KERALA RURAL WATER SUPPLY & SANITATION AGENCY

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INVITATION FOR QUOTATIONS

No. KRWSA-PMU/170/2022-TA1 (HR)

Dated:- 30/09/2022

Dear Sirs,

SUB : KRWSA- INVITATION FOR QUOTATIONS FOR DESIGNING, PRINTING AND SUPPLY OF BROCHURES - reg:-

1. You are invited to submit your most competitive quotation for the following item :-

Sl No.	Brief Description of the Goods	Specifications	Place of Delivery	Quantity	Delivery Period
1	Designing & Printing of Brochure KRWSA (in Malayalam)	36 CM x 24 CM size 100 GSM Art paper with two fold open brochure . Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	PMU,4 th Floor, PTC Towers, S.S Kovil Road, Thampanoor	2500 Nos.	Designing should be completed within 10 days from the date of issuing of supply order/ content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof .
2	Designing & Printing of Brochure KRWSA (in English)	36 CM x 24 CM size 300 GSM Art paper with two fold open brochure . Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	PMU,4 th Floor, PTC Towers, S.S Kovil Road, Thampanoor	500 Nos.	Designing should be completed within 10 days from the date of issuing of supply order / content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof.
3	Designing & Printing of Brochure	36 CM x 24 CM size 100 GSM Art paper with two	PMU,4 th Floor, PTC Towers,	2500 Nos.	Designing should be completed within 10 days from the date of

	സൂചിത്തം സഹായ പദ്ധതി (മലയാളം)	fold open brochure. Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	S.S Kovil Road, Thampano or		issuing of supply order/ content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof
4	Designing & Printing of Brochure മഴവെള്ള സംഭരണി നിർമ്മാണവും ഭ്രജല പരിപോക്കണമും (മലയാളം)	36 CM x 24 CM size 100 GSM Art paper with two fold open brochure. Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	PMU,4 th Floor, PTC Towers, S.S Kovil Road, Thampano or	2500 Nos.	Designing should be completed within 10 days from the date of issuing of supply order / content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof
5	Designing & Printing of Brochure ശാർഹിക കിണറുകളെ സൂരക്ഷിത ഇലാറ്റോത്തസാക്കൽ (മലയാളം)	36 CM x 24 CM size 100 GSM Art paper with two fold open brochure . Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	PMU,4 th Floor, PTC Towers, S.S Kovil Road, Thampano or	2500 Nos.	Designing should be completed within 10 days from the date of issuing of supply order / content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof
6	Designing & Printing of Brochure മലിനജല സംസ്കരണം (മലയാളം)	36 CM x 24 CM size 100 GSM Art paper with two fold open brochure. Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	PMU,4 th Floor, PTC Towers, S.S Kovil Road, Thampano or	500 Nos.	Designing should be completed within 10 days from the date of issuing of supply order / content of brochure& the item should be printed & supplied within 10 days from the date of approval of final proof
7	Designing & Printing of Brochure	36 CM x 24 CM size 100 GSM Art	PMU,4 th	2500 Nos.	Designing should be completed within 10

	ஜவ்டு கூவ் (மலயாளம்)	paper with two fold open brochure . Multi Colour Printing (Sample paper for printing should be furnished along with the quotation).	Floor, PTC Towers, S.S Kovil Road, Thampanoor		days from the date of issuing of supply order /content of brochure & the item should be printed & supplied within 10 days from the date of approval of final proof
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2. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price. But GST shall be shown separately.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices shall be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation.

4. Validity of Quotation

Quotation shall remain valid for a period not less than **45 days** after the deadline date specified for submission.

5. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all the item together . GST/ Vat/Sales tax in connection with sale of goods shall not be taken into account in evaluation.

6. Award of contract

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the

accepted offer shall be incorporated in the supply order.

9. Payment shall be made immediately after successful delivery of the goods as per Specification.
10. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
11. You are requested to provide your offer latest by **3.00 PM hours on 14-10-2022** in a sealed envelope writing "**Quotation for Designing, Printing & Supply of Brochures for KRWSA**". No other forms of quotations are accepted. The quotations will be opened at **3.30 PM hours on 14/10/2022** in the presence of the authorized representatives of the firms who submitted quotation and who are present at the time of opening.
12. KRWSA reserves the right to accept or reject and to cancel the bidding process and reject all quotations at any time prior to the award of the contract. Further details can be had from this office during office hours.



Name: **VEENA.P**
Director (Finance & Administration) i/c
Address: . KRWSA, 3rd Floor, PTC Towers
SS Kovil Road, Thampanoor , Tvpm.
Tel. No. 0471 - 2337002,3,5

FORMAT OF QUOTATION

Firms Reference:

Firm Registration No. (if any):

PAN (attach copy)

GST IN No.

Address:

Email:

Phone No:

Sl. No.	Description Goods	Specification s	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words
	TOTAL						
	Gst/Vat/Sales Tax						

Gross Total Cost : Rs.

We agree to supply the above goods in accordance with the technical specifications for a total contract price of '..... (amount in figures) ('..... amount in words) within the period specified in the Invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature of Supplier