



KERALA RURAL WATER SUPPLY &amp; SANITATION AGENCY

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**INVITATION FOR QUOTATIONS**

No. KRWSA-PMU/10/2022-TA1 (HR)

Date 02/02/2023

Dear Sirs,

**SUB : KRWSA- INVITATION FOR QUOTATION FOR DESIGNING, PRINTING AND SUPPLY OF BOOKLET - PLAN SCHEME 2022-23 IMPLEMENTATION GUIDELINES ( in malayalam) for KRWSA- reg:-**

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

SI No.	Brief Description of the Goods	Specifications	Place of Delivery	Quantity	Delivery Period
1	Designing, Printing & Supply of Booklet  <b>Plan Scheme 2022-23 Implementation Guidelines (in Malayalam)</b>	Cover page – 4 multi colour cover pages in 14 X 21 cm size on 100 GSM art paper .  12 single colour inner pages on 70 GSM maplitho paper  Centre stapling  <i>(Sample paper for printing both inner pages &amp; cover page should be furnished along with the quotation).</i>	PMU,4 <sup>th</sup> Floor, PTC Towers, S.S Kovil Road, Thampanoor	500 Nos.	Designing should be completed within <b>10 days from the date of issuing of supply order</b> & the item should be printed & supplied within <b>10 days from the date of approval of final proof</b> .

**2. Bid Price**

- 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.
- 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.
- 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.
- 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 16-02-2023** in a sealed envelope writing **"Quotation for Designing, Printing & Supply of Booklet - " Plan Schemes 2022-23 Implementation Guidelines" (in Malayalam) for KRWSA.** No other forms of quotations are accepted. The quotations will be opened at **3.30 PM hours on 16/02/2023** 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 , Tvp.m.

Tel. No. 0471 - 2337002,3,5

Phone No:

**Signature of Supplier**