



Hon' Balasaheb Thackeray Agri-Business & Rural Transformation (SMART) Project
Project Implementation Unit - Agri-Marketing
Directorate of Marketing, Maharashtra State, Pune
3 rd Floor, New Central Building, Pune 411001
Phone- 020-26126628/26126785/26114064 Fax - 020-26127004/26132401
Email :- dirmktms@gmail.com Website :- www.mahapanan.maharashtra.gov

O.W. No. SMART/PIU-DoM/Quotation/Compendium/197 /2023

Date :- 16/01/2023

INVITATION FOR QUOTATIONS

To,

All Prospective Bidders,
.....

Sub :- Invitation for quotation for design, printing and delivery of booklets and compendium ...

Dear Sir / Madam,

1. Department of Agriculture, Government of Maharashtra has received financing from the World Bank towards "Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project" to transform agriculture and livelihoods sector in Maharashtra. The objective of the project is "to support development of inclusive and competitive agriculture value chains focusing on smallholder farmers and agri-entrepreneurs in Maharashtra". This would be achieved by expanding access to new and organized markets for producers and enterprises with complementary investments in provision of technical services and risk management capabilities.
2. One of the component of this project is to strengthen the institutional capabilities of the Department of Marketing to support agricultural transformation in the state.
3. Head, Project Implementation Unit (SMART) and Director of Marketing, Maharashtra State, Pune, 3rd Floor, New Central Building, Pune 411001 (*Hereinafter referred as "Purchaser"*) now invites sealed quotation from eligible bidders for the following design, printing and delivery of Booklet and Compendium.

Sr. No.	Item /services description	Technical Specification	*Required Quantity
1	Booklet of MAPM Act 1963 & Rules 1967 (English - Marathi Combined)	Size: A/4 Size (8.5 in. X 11 in.) Inner Paper: 100 gsm Ballarpur NSD premium Paper Cover Pages: 300 gsm Digital Art Card Paper (with one side glossy) Printing: for cover - Front Back, Digital Color Printing (4 colour) for inner pages - Front back, Black & White Binding: Perfect binding Designing: Cover page & Inner page No of estimated pages per booklet - 150 pages **	1000

2	Compendium of circulars / Notification / orders etc.	<p>Size: A/4 Size (8.5 in. X 11 in.)</p> <p>Inner Paper: 80 gsm Ballarpur NSD premium Paper</p> <p>Cover Pages: 300 gsm Digital Art Card Paper (with one side glossy)</p> <p>Printing: for cover - Front Back, Digital Color Printing (4 colour) for inner pages - Front back, Black & White</p> <p>Binding: Perfect binding with section sewing</p> <p>Designing: Cover page & Inner page</p> <p>No of estimated pages per compendium - 600 to 750 pages**</p>	1000
3	Booklet of Direct Marketing License guidelines	<p>Size: A/4 Size (8.5 in. X 11 in.)</p> <p>Inner Paper: 100 gsm Digital art Paper</p> <p>Cover Pages: 300 gsm Digital Art Card Paper (with one side glossy)</p> <p>Printing: Front Back, Digital Color Printing (4 colour) all pages</p> <p>Binding: Perfect binding</p> <p>Designing: Cover page & Inner page</p> <p>No of estimated pages per booklet - 100 pages **</p>	1000

* Quantity mentioned is for evaluation purpose, it may vary up to +/- 20 %

** Quantity of pages per booklet / compendium may vary +/- 25 %

4. Bid Price :

- a) The contract shall be for the full quantity as described above.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) The rates quoted shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices shall be excluding GST.
- e) Rate should be inclusive of designing, printing and delivery.
- f) Bidder should quote rate for all the items as described above.

5. Validity of Quotation :

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

6. Amendment in RFQ Document :

At any time prior to the deadline for submission of quotation / bids, the Purchaser may amend the RFQ document by issuing addenda.

7. Eligibility Criteria :

- a) The bidder must have successfully supplied items similar to as described above in any one year during last three financial years i.e. 2019-20, 2020-21 & 2021-22
- b) Bidder should be registered under Goods and Services tax Act, 2017
- c) Bidder should have its main or branch office anywhere in Maharashtra
- d) Bidder should have achieved in at least one year an annual financial turnover not less than Rs 5.00 lakh in the last three financial years

- e) The bidder should not be blacklisted / banned by any Government organization / PSUs during last 3 years.

8. Documents to be submitted along with the quotation:

The bidder should submit following documents along with the quotation

- a) PAN Card copy
- b) GST registration certificate copy
- c) Address proof document (Shop & establishment Act registration copy / Latest Light Bill copy / Latest Telephone Bill copy / Rent Agreement copy)
- d) Turnover certificate issued by Chartered Accountant (In attached format) / Certified ITR copies
- e) Work / supply orders and invoice copies regarding supply of any items similar to as described above
- f) Bidder should submit compliance Sheet along with the quotation on Bidder's letter head. (In attached format)
- g) The declaration that the bidder is not black listed / banned by any government organization / PSUs. (In attached format)

9. Evaluation of Quotations

The SMART Project 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 items together. GST cost shall not be considered in evaluation.

10. Award of contract

The SMART Project will award the contract to the bidder/bidders' who has been determined to be substantially responsive and who has offered the lowest evaluated quotation price (L1) for the items together.

- a) 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.
- b) 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 / work order.

11. Delivery period and Place:

- a) Successful bidder should complete delivery of goods, item wise, within days as mentioned below from the date of award of contract /supply order.

Sr. No.	Item /services description	Delivery Period
1	Booklet of MAPM Act 1963 & Rules 1967	Within 30 (Thirty) days
2	Compendium of circulars / Notification orders etc.	Within 60 (Sixty) days
3	Booklet of Direct Marketing License guidelines	Within 60 (Sixty) days

- b) Successful bidder should complete delivery of goods to Project Implementation Unit (SMART), Directorate of Marketing, 3rd Floor, New Central Building, Pune 411001.

c) If bidder fail to supply and delivery of goods within the period as mentioned above the Purchaser may terminate the Contract.

12. General Conditions:

- a) The quantity mentioned may increase /decrease depend on the requirement.
- b) All legal disputes relating to the supply and delivery etc. are subject to the jurisdiction of court of law at **Pune**.

13. Payment:

Payment will be made within 3 (Three) weeks after successful supply and delivery of goods certified by the authority appointed by the Purchaser along with the bill/invoice. Applicable GST will be paid on submission of invoice / bill.

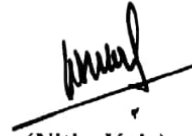
14. Quotation Submission:

Interested bidder should submit only one quotation in a sealed envelope boldly superscript as **Quotation for design, printing and delivery of Booklet and Compendium** by 4.00 PM on 31/01/2023 to Project Implementation Unit (SMART), Directorate of Marketing, 3rd Floor, New Central Building, Pune 411001.

- a. Quotations received after due date and time for whatever reason shall not be considered and shall be rejected.
- b. Please quote the lowest possible rate. No negotiations will be entertained.

15. Opening of Quotation:-

Quotations will be opened in the presence of bidders' representatives who choose to attend at above mentioned address on 01/02/2023 @ 11.00 A.M.



(Nitin Kale)

Nodal Officer, PIU-AM &
Jt. Director (Marketing), M. S. Pune

FORMAT OF QUOTATION

(On bidder's Letter head)

Date:- /01/2023

To

Hon' Head, PIU-AM &
Director of Marketing,
3rd Floor, New Central Building,
Pune - 411001.

Subject :- Submission of quotation for design, printing and delivery of booklets and compendium

Ref :- Your Request for Quotation O.W. No. SMART/PIU-DoM/Quotation/Compendium/197/2023, Dated 17/01/2023

Dear Sir,

As per your requirement, we are glad to submit you our most reasonable and competitive rates as under.

Sr. No.	*Items	Required Quantity	Rate per Unit in Rs. Without GST	Total Amount Rs. Without GST
1	Booklet of MAPM Act 1963 & Rules 1967	1000	Rs.	Rs.
2	Compendium of circulars / Notification / orders etc.	1000	Rs.	Rs.
3	Booklet of Direct Marketing License guidelines	1000	Rs.	Rs.
	Total Amount (Excluding GST)		Rs.	Rs.

***We confirm that the specifications are equal / better than as mentioned in the RFQ**

We agree to supply and deliver above mentioned items in accordance with the specifications and terms and conditions mentioned 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

Name: _____

Office Stamp/Seal

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON BIDDER'S LETTER HEAD
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION OF**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

Date :/01/2023

RFQ/ Tender Ref No.: SMART/PIU-DoM/Quotation/Compendium/197/2023, Dated 17/01/2023

To,

Hon' Head, PIU-AM &
Director of Marketing,
3rd Floor, New Central Building,
Pune - 411001.

We hereby confirm and declare that we, M/s
..... is not blacklisted/ De-registered/ debarred by
any World Bank funded Project/ Government department/ Public Sector Undertaking/ Private
Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during
the last 3 years.

Signature and Seal of Authorised Signatory of bidder

Name of Authorised Signatory.....

Financial Capacity Certificate

(On CA's Letter Head)

To WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. is having registered office at address The turnover of the M/s. from the business for the three financial years based on the audited financial statement is as under.

Sr. No.	Financial Year	Turnover in Rs. Lakhs
1	2019-20	
2	2020-21	
3	2021-22	
	Average Turnover	

The above information / figures are true and authentic to the best of my knowledge and belief. I / We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of bid at any stage, besides liabilities towards prosecution under appropriate law.

Signature of Chartered Accountant

Name of CA / CA firm :-

Registration No. :-

Date :- / /20

Place :-



**Bidder should submit compliance Report along with the quotation on Bidder's letter head.
Compliance Form**

Sr. No.	Particulars	Details to be filled in by the Bidder
1	Name of the Bidder Contact Person Mob. No.	
2	Regd. office / Business address of the Bidder Tel. No. (Attach copy of registration under shop & establishment Act / Light Bill / Telephone Bill / Rent Agreement)	
3	Date of Incorporation / Constitution.	
4	PAN No. of the Bidder (Attach a copy of the PAN Card)	
5	GST No. of the Bidder (Attach a copy of the GST registration certificate)	
6	Whether the Bidder has successfully supplied items similar to as described in RFQ in any one year during last three financial years. (Attach copy of Work Orders and invoice)	
7	Whether the Bidder has achieved in at least one year an annual financial turnover not less than Rs 5.00 lakh in the last three financial years (Attach copy of Turnover certificate issued by Chartered Accountant / Certified ITR)	

Signature of authorised person

Name : _____

Office Stamp/Seal