



AI ENGINEERING SERVICES LIMITED



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Tender Enq. No. : KOL-PUR/AIESL/S/61/056-22
Tender Enq. Dt. : 20.12.2022

Classification : Stock Item

Sealed Quotation duly superscripted with enquiry number and due date is invited for the following item(s) on or before **10.01.2023 by 14:00 hrs.** and the same will be opened on the same day at the office of DGM-PPC,NTA,NSCBI Airport,Kolkata-700052 at **15:00 hrs.**

Sl.No.	Description	Qty. Reqd. (a)	Basic Rate per unit (Rs) (b)	GST per unit (Rs) (c)	Unit	Extended Value (Rs.) (a x b + c = d)
01	<p>Rate Contract</p> <p>Please find Annexure-I attached detailing the various specifications for Printing and Binding of Stationary Items & Printing of Stickers (one side paste) in Bilingual (Hindi & English) for AI Engineering Services Ltd, ER, CCU.</p> <p># Note: (1): Rates should be valid for a period of One year and extended period for Six Months (if required).</p> <p>(2): Purchase Order shall be released as and when required with any quantity.</p> <p>(3) LQ1 shall be evaluated item wise separately.</p> <p>(4) Materials has to be delivered on URGENT basis within 7 days(after approval of the sample) by the LQ1 vendor. Proof to be got approved from Office of PPM/User Department, before final printing.</p>					

TERMS & CONDITIONS:

- RATES :-** The lowest rate(s), preferably the Special Govt Rate(s) is/are to be quoted. **The GST Rate (%) & HSN (Harmonised System of Nomenclature) Code to be clearly indicated against above said item. The Basic Rate should be valid for a period of one year.**
Important Note: It may please to noted that only Vendors who are registered under GST are eligible for offering their Bid. GST Registration No. has to be mentioned. Bid received from Bidders who are not GST complaint shall not be accepted.
Unconditional discount, if any, should be mentioned clearly. Conditional discount will not be entertained.
- LQ1 shall be evaluated item wise separately.
- PERIOD OF CONTRACT:** The Contract will be released on LQ1 Vendor for a period of One (1) year and may be extended at the direction of M/s AI Engineering Services Ltd. at the same rate, term & condition for further **period of Six (6) months.**
- IMPORTANT NOTE:** It may please be noted that only Vendor who are registered under GST are eligible for offering their Bid. GST registration number has to be mentioned clearly. Bid received from Bidders who are not GST complaint shall not be accepted. However, all the requisite documents, self attested , pertaining to GST

Mailing Address: AI Engineering Services Ltd, Production Planning & Control and Material Management Dept., NTA, NSCBI Airport, Kolkata – 700 052,



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registration is required to be submitted along with the attached GST template duly filled. The non-adherence to the above, we shall render the bid liable to be rejected.

5. **PAYMENT:** Within 60 days from acceptance of the goods/services. In case of advance payment, a loading @ 10% will be imposed on the quoted rate(s) to decide the lowest rate(s). The successful tenderer has to submit counter bank guarantee of 110% of the advance amount valid for advance period & disburseable in two or more instalment.
6. **LOADING ON ADVANCE PAYMENT:** For advance payment, the price bid of the bidder would be loaded @ 10% per annum on the quoted price, calculated on a pro rata basis, or as per the loading criteria
7. **DELIVERY:** Free delivery is to be made WITHIN 7 DAYS (after approval of Sample) at our office of PPMM/ User Sections, New Technical Area, Kolkata -52 along with a copy of bill/challan, otherwise, liquidated damages, amounting to penalty @ 0.5% of the order value per week or part thereof, the value of undelivered portion except GST for delay in delivery subject to a maximum of 10% of the value of the undelivered portion of products/services will be levied. Sample has to be approved within 03 days from date of receipt of PO.
8. **PENALTY:** Timely supply of quality product is the essence of this tender. Failure to execute the order/contract timely or satisfactorily shall tantamount to breach of contract and shall hold the successful tenderer liable for all losses sustained and expenses incurred by us and, the products/services would be arranged from any other source at the cost & risk of the successful tenderer.
9. **TERMINATION/SUSPENSION:** a) AIESL reserves the right to reject/terminate/cancel the tender, in part or full, without assigning any reason, whatsoever. b) Either side may terminate the order/contract by giving three months notice in writing. However if the situation so warrants owing to breach of any provision of the order/contract or bankrupt/insolvency of the supplier, AIESL reserves the right to terminate/cancel the order/contract partially or fully without notice and without any liability.
10. **EXEMPTION /PREFERENCE TO SSI/MSE UNITS:-**
As per public procurement policy, MSMEs registered with proper agencies will get preference/ benefit as per prevalent rules.
11. **JURISDICTION:** All matters/disputes are subjected to the courts of Kolkata only.
12. Proforma Invoice/Tax Invoice should contain break up of rate (Basic Rate + GST).
13. **Mailing Address:**
Dy. General Manger,
Production Planning & Control and
Material Management Dept.,
AI Engineering Services Ltd.
NTA, NSCBI Airport,
Kolkata- 700052.

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DGM(E-PP&MM)

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Annexure-I

Printing & Binding of Stationery Items & Printing of Stickers (one side paste) (BI-Lingual)(Hindi-English)

Scope of work :

SL No.	Specification	Rate (in Rs.) (Exclusive GST)					
		Tentative annual consumption	Black & White	BI-Colour	Multi Colour	Centre Pinning Binding	Side Pinning Binding
1.	Forms & Formats in I) A4 size paper (70 GSM)	100pages pads.Qty-100pads.					
	II) Legal size paper (70 GSM)	100pages pads.Qty-100pads					
	III) A3 size paper (70 GSM)	100pages pads.Qty-100pads					
2.	Books(70 GSM) & Pads(70GSM) of following: I)18 cms X 11 cms	100pages pads.Qty-50pads.					
	II)22 cms X 13 cms	100pages pads.Qty-100pads.					
	III)22 cms X 18 cms	100pages pads.Qty-250pads					
3.	Multicolour Leaflet Pads(49 GSM): I)22 cms X 13 cms	100pages pads.Qty-100pads					
	II)22 cms X 18 cms	100pages pads.Qty-50pads					
4.	A4 size Register(70 GSM) I)1 Qtr	Qty-200Pcs					
	II) 2 Qtr	Qty-300Pcs					
	III)3 Qtr	Qty-150 Pcs					
	IV) 4 Qtr	Qty-150 Pcs					
5.	Exercise Book(No. 4)(70 GSM)	Qty-200Pcs					
6.	Envelope(120 GSM) I)38 cms X 28 cms	Qty-1000Pcs					



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	II)27 cms X 12 cms	Qty-1500Pcs					
7.	Attendance Register(70 GSM)	Qty-100Pcs					
8.	Duplicate Book 4Qrs,70 GSM	Qty-200Pcs					
9.	Triplicate Book 4Qrs, 70 GSM	Qty-200Pcs					
10.	Stickers (One side paste)(70 GSM)						
	I)12 cms X 7 cms	Qty-1000Pcs					
	II)12 cms X 4 cms	Qty-500Pcs					
	III)9 cms X 7 cms	Qty-500Pcs					
	IV) 6 cms X 11 cms	Qty-500Pcs					
	V)6 cms X 4 cms	Qty-500Pcs					

