

# **OFFICE - BODHGAYA TEMPLE MANAGEMENT COMMITTEE**

Bodhgaya - 824231, Gaya, Bihar, E-mail : bodhgayatemple@gmail.com

## **SHORT TERM TENDER NOTICE**

### **FOR PRINTING AND SUPPLY OF WALL CALENDARS FOR THE YEAR - 2025**

Tender are invited from reputed Multicolour Web/Sheet Offset Printers for printing and supply of following items :

Multicolour Photo Calendars (wall) - 5000 pcs.

The tendered should have experience in the printing field for a minimum period of 5 years. The above item should be printed as per the specification given by the BTMC. Interested Printers may visit the Office of BTMC for samples of Calendars and other terms & conditions on any working day during office hours.

For details visit BTMC website : [www.bodhgayatemple.com](http://www.bodhgayatemple.com)

Last date of Submitting Tender: 15.12.2024 (02.00 P.M.)

Date of opening of Tender: 15.12.2024 (04.00 P.M.)



District Magistrate, Gaya  
cum-Chairman, BTMC

## **SHORT TERM TENDER FOR PRINTING AND SUPPLY OF WALL CALENDAR FOR THE YEAR - 2025**

BTMC is inviting bids from well established and reputed printers for printing of Calendars for the Year 2025.

**Procedure for submitting tender: The Tender shall be submitted in two parts viz. Part I (Technical bid) and Part II (Financial bid) in two separate covers which are to be sealed and put together in a master envelope super scribing with the words "Tender for printing of Wall Calendars for the year 2024".**

### **Part – I**

Technical bid shall be furnished in a sealed /closed cover "Printing of Wall Calendars for the year 2025-Technical Bid" and addressed to the Secretary, BTMC Bodhgaya. Technical bids will be opened at 04.00.p.m on the same day December 15, 2024 in the presence of the bidders or their representatives for pre-qualification of the bidders.

(a) Eligibility: (As per Annexure – I)

i) Firm/Company profile;

ii) Annual Turnover during last 3 years (Audited balance sheet for last 3 years should be submitted)

(b) Details of similar jobs (minimum 10,000 calendars per year) executed in the past 3 years along with the quantum and value of the job and names and addresses of the clients for whom the jobs were executed (Please submit copies of work orders)

(c) Demand draft of Rs.25,000/- (Rupees Twenty five thousand only) drawn in favour of Bodhgaya Temple Management Committee payable Bodhgaya, on any nationalized /schedule bank towards Earnest Money Deposit (EMD). The EMD of the successful bidder shall be converted into Security Deposit and shall not carry any interest and will be refunded after satisfactory completion of the job or such extended period as may be decided by the Bank at its own discretion. Tenders without EMD will not be entertained;

(d) The Bidder/Tenderer should have minimum Average Annual Turn-over of Rs. fifty lakhs during the last three financial years i.e. 2021-22, 2022-23 and 2023-24. Attach Certificate from Chartered Accountant

(d) GST Registration number and PAN.

(e) Incomplete tenders will be summarily rejected. There should not be any cutting or overwriting on tender while quoting the rates.

(f) No deviation in quality/specification of materials will be permitted.

(g) The rough proofs of printing draft is required to be sent to BTMC office within 03 days for approval of the BTMC from the date of our order and the supply is to be made within 15 days from the date of approval of proofs/design.

## **Part –II Financial Bid**

Financial bid shall be furnished in a sealed cover as per the format given in Annexure-II super-scribing, "**Printing of Wall Calendars for the year 2025 - Financial Bid**". The Financial bid cover will be opened subsequently after short-listing the successful bidders based on technical bids and subject to the following conditions.

1. The bidders, short-listed on the basis of the Technical bid only shall participate in the Financial bid.
2. The BTMC does not bind itself to accept the lowest or any tender and reserves the right to reject any tender without assigning any reason whatsoever. The BTMC also reserves the right to either conduct or cancel the Tender without assigning any reason. Any decision of the BTMC in this regard shall be final, conclusive and binding on the bidders.
4. Prices should be inclusive of all taxes, transportation, loading, unloading and delivery at Bodhgaya.

<b>Item</b>	<b>Item Description (Wall Calendar)</b>
<b>Size</b>	15" X 20" (H)
<b>Paper</b>	130 gsm Glossy Art Paper
<b>Sheets</b>	13 sheet (Multi-colour print)
<b>Quantity</b>	5,000- (Five thousand) Wir 'O' Binding white colour
<b>Binding</b>	Spiral Binding with metallic Hanger GI 14 white coating.

**Annexure I : Basic Information**

1.	Name of the publisher/ printer with full address :	
2.	Year of establishment (Enclose documentary evidence)	
3.	Type of the organisation (Whether sole proprietorship, Partnership, Private Ltd., or Co-operative body etc.)	
4.	Name of the Proprietor/Partners/Directors of Applicant with address and phone Numbers	
	(a)	
	(b)	
	(c)	
	(d)	
5.	Details of registration – Whether Partnership firm, Company, etc. Name of Registering Authority, Date and Registration number.	
8.	Yearly turnover of the organisation during last 3 years. (year wise)  (Enclose copy of audited Balance Sheet)	

**Annexure -II :**

**Format of the Financial Bid to be submitted by the Bidder in a sealed cover**

**Wall calendar 2025**

<b>Specification of the Wall Calendar-2025</b>	<b>Quantity</b>	<b>Rate per Calendar (Rs.)</b>	<b>@Total cost (Rs) (including GST)</b>
15" X 20" (H)  130 gsm Glossy Art Paper  13 sheet (Multi-colour print)  Wir 'O' Binding white colour Spiral Binding with metallic Hanger GI 14 white coating.	5000 pcs.		