

GOA STATE POLLUTION CONTROL BOARD

गोंय राज्य प्रदूषण नियंत्रण मंडळ

(An ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 Certified Board)

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Member Secretary, GSPCB: ms-gspcb.goa@nic.in
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By Speed Post

No. 2/14/88-PCB/Part II/Admn/943

Date: 15/04/2025

Sub:Quotation for printing of Annual Report of GSPCB- 2023-2025

Sealed quotations are hereby invited for printing and binding into books the Boards Annual reports (matter typed in MS word to be supplied on CD) for the year 2024-2025. You are requested to submit your quotation in the enclosed schedule and submit the same to this office in a sealed envelope super scribing 'Quotation for Annual Report due on **30-04-2025**. You are also requested to enclose the specimen of the paper quoted for. The rates shall include all taxes and all incidental costs like transportation, delivery etc. The printing shall be completed at least within 7 days of the receipt of the work order.

Sealed quotations complete in all respect in the enclosed scheduled should reach this office on or before **30-04-2025 upto 3:00 pm**. The quotations shall be opened on **30-04-2025, at 4:00 p.m. in the presence of the parties, who wish to remain present.** The terms and conditions are enclosed herewith.

Member Secretary (I/c)
Goa State Pollution Control Board

Copy to:-

1. Website of the GSPCB.
2. Members of the Purchase Committee.
3. Office copy
4. Guard file.

TERMS AND CONDITIONS OF THE QUOTATION / TENDER

1.	The quotation / tender should be submitted in sealed envelopes super scribed as ' <u>Quotation for Printing of Annual Reports</u> ' and will be accepted on behalf of the Member Secretary, Goa State Pollution Control Board.
2.	Quotation should be filled in ink or typed. The rates filled in <u>pencil shall not be considered</u> . The bidder / agency shall sign the Quotation form at each page and at the end in token of acceptance of all the terms and conditions of the Quotation.
3.	The rate shall be written in words and figures clearly. Corrections <u>if any</u> , should be duly attested by the bidder with date.
4.	The rates quoted should be inclusive of all i.e transport, loading, unloading service tax etc.
5.	The rate quoted by the agency should be valid for a period of <u>One year</u> from the date of submission of bid/ quote.
6.	The quotes which are conditional will not be accepted.
7.	The Goa State Pollution Control Board will not assume any responsibility for loss, fire, damages thefts etc. of any materials / equipment etc. during the transfer of goods.
8.	Penalty as assessed by the Goa State Pollution Control Board will be imposed for non completion of the works in time and the same will be deducted from the bill before the payments.
9.	Attested copy of these terms and conditions duly signed by the agency shall be submitted along with the bid in confirmation of compliance.
10.	Over-writing and corrections are not accepted in the quote. However, if found unavoidable such over-writing / corrections should be properly attested.
11.	The bidder should carefully examine the specifications, work etc. In case of any doubt, the same may be confirmed from undersigned personally without any delay.
12.	The contractor shall not assign or sublet the contract or any part of contract or to any other agencies.

13.	The Income tax / Sale Tax will be deducted at source as per standard practice. Income tax / Sales Tax liability if any arising in future on account of the said contract will be recovered from the Supplier or / bidder.
14.	A copy of the Income Tax / Sales tax permanent Account number / Registration number, Service no. should be enclosed.
15.	Any other condition imposed by bidder will not be considered and the conditional Quotation will not be accepted.
16.	In case of any dispute arising out of the contract with regard to interpretation meaning or the terms and conditions, the place of jurisdiction shall be Saligao Goa, and the decision of the Member Secretary/ Chairman, Goa State Pollution Control Board shall be final and binding.
17.	If agency fails to fulfil the contractual obligation, the work will be got done by the department at the risk cost of the bidder.
18.	The bidder will be responsible for all legal consequences and liabilities arising out of lapses or negligence on his part (including his material and manpower)
19.	Member Secretary, Goa State Pollution Control Board, Saligao reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
20.	Goa State Pollution Control Board is an ISO certified Board.
21.	The place of jurisdiction shall be Saligao Goa.

Place:

Date:

Name and Signature with seal of Agency

SCHEDULE

Sr. No.	Description	Quantity	Rate/Pc (Rs.)	Total Amount (Rs.)
1(a)	Printing of Annual Reports for the year 2024-2025 including cost of paper, binding etc. complete as follows:			
a.	Containing approximately 300 pages printed on both sides Paper to be used Maplitho 70 gsm	300 pages x 170 copies		
b.	Cost of additional page	(above 300-per page)		
	Front and back printed covers in 4 colours (boards emblem and 2 photographs on front cover and 2 photographs on back cover) paper to be used good quality art card paper 210 gsm	Front 170 copies Back 170 copies		
	Front and back inner covers in 4 colours. Paper to be used good quality art card paper 210 gsm	1 front inner cover x 170 copies 1 back inner cover x 170 copies		
a.	Containing approximately 01 pages printed on one side in four colours. Paper to be used Art paper 90 gsm	25 pages x 170 copies		
b.	Cost of additional one side in four colours page (above 25-per page)	(above 25-per page)		
1(b)	Binding	170 books		

Date:

Signature of Agency and seal