



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)

CMA BHAWAN, 12, SUDDER STREET, KOLKATA – 700 016

TENDER NOTICE

November 21, 2018

Ref.No: LPC/TRD/2018-19-Hand Book

SUBJECT: TENDER FOR Publication of Handbooks for National Seminar on Taxation at Bhubaneswar

Sealed quotations are invited from the bonafide and resourceful printer, having a minimum annual **turnover of Rs. 40 Lacs [Rupees Forty Lacs only]** or above per year for last three financial year, for printing and publication of Handbooks (four) for Tax Research Department of the Institute. Quotations duly signed by the Tenderer to be submitted in a sealed envelope superscribed with "Printing of Handbooks"(Bid Reference – LPC/TRD/2018-19- Hand Book), to Sucharita Chakraborty/Moumita Das ,The Convener, Local Purchase Committee, The Institute of Cost Accountants of India CMA Bhawan, 12, Sudder Street, Kolkata – 700016 positively on or before 10.00 a.m. of November 26, 2018.

Specification of the Handbooks

1) Guidance Note on GST Audit

- | | | |
|-------|--|--|
| i) | No. of Books | : 1000 copies |
| ii) | Cover Print Paper (Supplied by printer) | : Multi colour Cover Print on 300 gsm Art Board with Glossy Lamination |
| iii) | Inside Colour Print paper (supplied by printer): | Multi colour 8 page print on 130 gsm Art Paper |
| iv) | Inside Black & White print paper | : Book inside page 160 page(+ - 10%) print on 80 gsm Maplitho Paper |
| v) | Binding | : Perfect Binding |
| vi) | Page size | : Book size 9.5 inch x 6 inch (Actual Finished Size) |
| vii) | Printing | : Page Compose, Make up and CTP plate printing |
| viii) | Font Style | : Century Gothic |
| ix) | Extra Cost | : For extra 8 page (9.5 x 6) cost |

2) E-Way Bill

- | | | |
|-------|--|--|
| i) | No. of Books | : 1000 copies |
| ii) | Cover Print Paper (Supplied by printer) | : Multi colour Cover Print on 300 gsm Art Board with Glossy Lamination |
| iii) | Inside Colour Print paper (supplied by printer): | Multi colour 8 page print on 130 gsm Art Paper |
| iv) | Inside Black & White print paper | : Book inside page 64 page (+ - 10%)print on 80 gsm Maplitho Paper |
| v) | Binding | : Perfect Binding |
| vi) | Page size | : Book size 8.5 inch x 5.5 inch (Actual Finished Size) |
| vii) | Printing | : Page Compose, Make up and CTP plate printing |
| viii) | Font Style | : Century Gothic |
| ix) | Extra Cost | : For extra 16 page (8.5 x 5.5) cost |

3) Compilation of GST Notification and Circulation for 1st year of GST

i)	No. of Books	: 1000 copies
ii)	Cover Print Paper (Supplied by printer)	: Multi colour Cover Print on 300 gsm Art Board with Glossy Lamination
iii)	Inside Colour Print paper (supplied by printer)	: Multi colour 8 page print on 130 gsm Art Paper
iv)	Inside Black & White print paper	: Book inside page 140 page (+- 10%) print on 80 gsm Maplitho Paper
v)	Binding	: Perfect Binding
vi)	Page size	: Book size 8.5 inch x 5.5 inch (Actual Finished Size)
vii)	Printing	: Page Compose, Make up and CTP plate Printing
viii)	Font Style	: Century Gothic
ix)	Extra Cost	: For extra 16 page (8.5 x 5.5) cost

4) Handbook on TDS

i)	No. of Books	: 1000 copies
ii)	Cover Print Paper (Supplied by printer)	: Multi colour Cover Print on 300 gsm Art Board with Glossy Lamination
iii)	Inside Colour Print paper (supplied by printer)	: Multi colour 8 page print on 130 gsm Art Paper
iv)	Inside Black & White print paper	: Book inside page 64 page (+- 10%) print on 80 gsm Maplitho Paper
v)	Binding	: Perfect Binding
vi)	Page size	: Book size 8.5 inch x 5.5 inch (Actual Finished Size)
vii)	Printing	: Page Compose, Make up and CTP plate printing
viii)	Font Style	: Century Gothic
ix)	Extra Cost	: For extra 16 page (8.5 x 5.5) cost

- For any further information printer should consult Priyanka Roy, Asst. Director / Mukulika Poddar, Officer, Tax Research Department on any Working Day (Monday- Friday) during Office Hours 9.30 a.m– 6.00 p.m.
- For item details / sample verification, please contact Priyanka Roy, Asst. Director / Mukulika Poddar, Officer, Tax Research Department, The Institute of Cost Accountants of India, Kolkata, during office hours (9.30 a.m– 6.00 p.m) on any Working Day (Monday – Friday) Tenderers are requested to quote their rates only on the basis of fixed terms. No any alteration or change of item/s will be entertained.
- L1 will be selected item wise.

Convener

Local Purchase Committee

TECHNICAL BID

INFORMATION SHEET			
		Information to be furnished by the Agency	For use By ICAI
	Name of the Tenderer		
	Address of Head Office / Regd. Office with telephone no. / Fax No. / E-Mail, etc. PAN GST Trade License Turn Over (Last 3 years) [Please attach: <ul style="list-style-type: none">• Income Tax Return – acknowledgement of last 3 years• Audited annual accounts for immediately preceding of three years]	Address : Tel No. with STD code: Fax no. with STD Code: E-mail address : Contact Persons with designation:	

Signature of the authorized signatory of the

Tenderer with seal of the Firm

FINANCIAL BID

Item No.	Name of Handbooks	Price per book (Amt in Rs.)****	Price for additional page (Amt in Rs.)
1	Guidance Note on GST Audit – 1000 Copies [Page: 160 Pages (+- 10%) plus Cover Print Paper and Inside Colour Print paper as per the specification given in the tender Additional Page: For every 8 Pages]		
2	E-Way Bill – 1000 Copies [Page: 64 Pages(+ - 10%) plus Cover Print Paper and Inside Colour Print paper as per the specification given in the tender Additional Page: For every 16 Pages]		
3	Compilation of GST Notification – 1000 Copies [Page: 140 Pages(+ - 10%) plus Cover Print Paper and Inside Colour Print paper as per the specification given in the tender Additional Page: For every 16 Pages]		
4	Handbook on TDS – 1000 Copies [Page: 64 Pages(+ - 10%) plus Cover Print Paper and Inside Colour Print paper as per the specification given in the tender Additional Page: For every 16 Pages]		

****** L1 will be decided based on the amount quoted in this column i.e. “Price per book” column. Price for additional page will not be considered while selecting L1.**

N.B

- 1. L1 will be selected item wise.**
- 2. Above quoted rate should be inclusive of all, i.e taxes, freight, cost of printing, cost of paper, cost of binding, and cost of delivery at the office of Bhubaneswar Chapter, CMA Bhawan, A/122/2, Nayapalli, Nilkantha Nagar, Bhubaneswar – 751012 from the location of the press, must be clearly mentioned. Nothing can be claimed over and above the price quoted.**
- 3. Books have to be printed within seven days from the date of issuing work order.**
- 4. Books have to be delivered at Bhubaneswar strictly on or before 17/12/2018.**

Signature of the authorized signatory of the

Tenderer with seal of the Firm