



# THE INSTITUTE OF COST ACCOUNTANTS OF INDIA NORTHERN INDIA REGIONAL COUNCIL

(Setup under an Act of Parliament)

CMA Bhawan, 3, Institutional Area,  
Lodhi Road, New Delhi-110003.

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## Tender Notice

No./NIRC *573*

Date: 06.02.2025

Date of Invitation: 06.02.2025


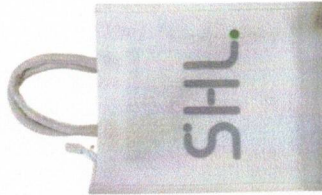
Date of Closure: 12:00 noon, 14.02.2025

**Subject: Tender on shorter notice for Procurement of Bags for Symposium "Adoption to Changing Landscape - My Viksit Bharat - 2047" to be held on 28<sup>th</sup> Feb & 01<sup>st</sup> March 2025 at ICAR Convention Centre, NASC Complex, Pusa Road, Delhi.**

The Northern India Regional Council of the Institute of Cost Accountants of India is organizing its Symposium at ICAR Convention Centre, NASC Complex, Pusa Road, New Delhi on 28<sup>th</sup> Feb & 1<sup>st</sup> March 2025. In this connection, quotations are invited from reputed manufacturers/Suppliers/Traders for supplying Bags. *It may be noted that the quantity to be procured may vary by 10-15% (in no.).* Manufacturers/ Traders based in Delhi / NCR and having prior experience of supplying for national level conference and seminars in large quantities may apply.

In case you are interested you may send your quote for the supplying the desired quantities of Bags (as per specifications) for the event in a sealed envelope mentioning "Quotation for Symposium - Bags" to be dropped at **The Northern India Regional Council, Ground Floor, CMA Bhawan, 3, Institutional Area, Lodhi Road, New Delhi - 110003** or to be sent by post to **Assistant Administration Officer, Northern India Regional Council of The Institute of Cost Accountant of India, CMA Bhawan, 3 Institutional Area, Lodhi Road, New Delhi -110003** so as to reach us latest by **14.02.2025**.


**(A) The specification of the Bags is as follows:**

Item Specifications		Qty.
<b><u>Bag (Category 1)</u></b> Joot Bag (with ZIP) with rexine strip Size : 12"x16 With content printing (Name of Institute & Program / logo)	 (Sample Photo)	1000
<b><u>Bag (Category 2)</u></b> Joot Bag (with ZIP) Size: 13"x12 With content printing (Name of Institute & Program / logo)	 (Sample Photo)	1000

*Behind Every Successful Business Decision. There is always a CMA*

Head Office : CMA Bhawan, 12, Sudder Street, Kolkata-700016 Phones.: +91-33-22521031/34/35

Fax: +91-33-22527993/1026, Website: www.icmai.in

<p><b>Bag (Category 3)</b> Joot Bag (with ZIP) rexine strip</p> <p>Size: 12'x16 With content printing (Name of Institute &amp; Program / logo)</p>	 <p>(Sample Photo)</p>	<p>1000</p>
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### Terms and Conditions

1. The place of delivery will be Delhi.
2. The sample may be checked by the supplier / vender at our office CMA Bhawan, 3, Institutional Area, Lodhi Road, New Delhi – 110003.
3. One sample of the Bags has to be submitted along with tender document.
4. The bidder should have an experience of supplying Bags / item to Govt. Departments/Ministries/PSUs/Autonomous bodies etc. As an essential clause of the technical bid of the tender, the bidder has to submit documentary proof of supplying bags / items for 3 such workshops/ seminars/ programmes/ conferences or for 3 such Govt. Departments/Ministries/PSUs/Autonomous bodies etc in the last 3 years.
5. Purchase order will be communicated to you by email.
6. Taxes shall be paid as applicable and quoted by the vendor.
7. The committee reserves the right to reject any/ all quotations without assigning any reason there for.
8. The delivery charges (if any) should be included in the price quoted. No extra charges would be payable for delivery.
9. Conditional / Incomplete bids would be rejected.
10. The items are to be delivered within 3 days of placing the Purchase order.
11. If the item (Bags) is found to be different from the approved sample or of poor quality/substandard the same shall be immediately replaced by the supplier at no additional cost.
12. For any clarification regarding Item specification, please call at 8800383496 (Mr. Ravi Shankar) during the validity time for receipt of quotations.

The quotation should be submitted as per the format in Annexure A and Annexure B:

**ANNEXURE A**

**Part A: Details of the Company:**

<b>S. No.</b>	<b>Details Requested</b>	<b>Provide Details</b>
1.	Name of the Company/ Vendor	
2.	Year of Incorporation/ Establishment	
3.	PAN No	
4.	TAN/ TIN No	
5.	GST No.	
6.	Complete Address (with Phone, Mobile, Email)	
7.	Turnover of last three consecutive years (attach proof)	
8.	Whether supplied stationery items to Govt. Departments/Ministries/PSU/Autonomous bodies during last five years. (attach proof)	
9.	RTGS Bank Account Details	

## ANNEXURE B

## Part B: Financial Bid

## a) For below quantities of Bags

Item Specifications	Qty.	Unit Price (Rs)	Taxes (Rs.)	Total (Rs.)
<b>Bag (Category 1)</b> Joot Bag with rexine strip (with ZIP) Size : 12'x16 With content printing (Name of Institute & Program / logo)	1000			
<b>Bag (Category 2)</b> Joot Bag (with ZIP) Size: 13"x12 With content printing (Name of Institute & Program / logo)	1000			
<b>Bag (Category 3)</b> Joot Bag (with ZIP) rexine strip  Size: 12'x16 With content printing (Name of Institute & Program / logo)	1000			
<b>Grand Total (Rs.)</b>				

- *The quantity of the item may vary by 10-15% in numbers and hence the quotations be submitted in accordance*

Date:

Name and Signature of Bidder with Corporate Seal