



**31st Kerala Science Congress
2-3, February 2019 at Fatima Mata National College, Kollam**

KSCSTE -NATPAC (National Transportation Planning and Research Centre)
(An Institution of Kerala State Council for Science, Technology & Environment)
SasthraBhavan, Pattom, Thiruvananthapuram

No: NATPAC/11035/2018/01

Dated: 11.01.2019

QUOTATION NOTICE

Sealed quotations are invited from reputed printers having valid registration/license for the following items of works associated with the 31st Kerala Science Congress, satisfying the terms and conditions stipulated. The work completed and items may have to be delivered within 10 days from the date of supply order.

Description of work:

1. Printing of Invitation cards:

- | | |
|------------------|---------------------------------------------|
| a. No. of cards | : 1 (both side printing) |
| b. No. of copies | : 500 |
| c. Paper | : 210 GSM Art Card and multicolour printing |
| d. Size | : 14× 22cm |

500 Nos, suitable cover (Envelop)with print of good quality to be supplied for the above cards.

2. Printing of Valedictory cards:

- | | |
|------------------|---------------------------------------------|
| a. No. of cards | : 1 (both side printing) |
| b. No. of copies | : 200 |
| c. Paper | : 210 GSM Art Card and multicolour printing |
| d. Size | :14× 22cm |

200 Nos, suitable cover (Envelop) with print of good quality to be supplied for the above cards.

3. Printing of Program Schedule:

- a. No. of pages : 64 (both side printing)
- b. No. of copies : 1500
- c. Paper/size : Demy1/8– B/W printing ,70 GSM

**- Rate for 4 pages also to be quoted separately, if the pages are more than 64.*

**- Rate for 8 pages also to be quoted separately, if the pages are more than 64.*

4. Focal Theme Compendium

- i. Layout/Setting for Focal Theme Compendium:

- a. No. of pages : Approximately 24 pages

- ii. Cover page designing : Front & Back cover.

**- Rate for extra page designing, if number of pages exceeds 24 pages*

5. 31st KSC Proceedings

- i. Layout/Setting for proceedings:

- a. No. of pages : Approximately 250 pages of abstract

- ii. Cover page designing : Front & Back cover.

**- Rate for extra page designing, if number of pages exceeds 250 pages*

The whole text in MS-Word/PDF in CD will be supplied in 21stof January-2019. Formatting, page design, layout etc. can be done in the press. Two proofs are essential for Focal Theme & one proof for Compendium. Work, if undertaken need to be executed and the books complete in all respects shall be delivered at the office of 31stKerala Science Congress functioning in the Fatima Mata National College, Kollam District, Kerala on or before 31stJanuary 2019.

Quotations in sealed envelope super-scribing “Quotations for printing work of 31stKSC-2019” shall reach The Convener, Publications Committee, 31stKSC, Sasthra Bhavan, Pattom, Thiruvananthapuram-695004, Kerala, on or before 17-01-2019,3.00pm. The same will be opened on 17-01-2019, at 3:30 pm in the presence of those who are present, if any. Rates have to be quoted for Items 1 to 5 separately. Further details can be had from the website www.natpac.kerala.gov.in, www.ksc.kerala.gov.in, www.jntbgri.in and www.kscste.kerala.gov.infrom the office of the undersigned between 9.30 am and 5.30 pm on all working days. The Chairman Organizing Committee 31st KSC, Sasthra Bhavan, Pattom, Thiruvananthapuram-695004, Kerala, reserves the

right to approve or reject any quotations without assigning any reasons. Payment shall be released after satisfactory printing and supply and after deduction of statutory recoveries.

Quotation documents are to be submitted to:

The Chairman
Organising Committee
31stKSC, Sasthra Bhavan, Pattom, Thiruvananthapuram-695 004, Kerala.

Place of acceptance of completed quotation
The Convener
Publications Committee
31st KSC, 5th floor, Sasthra Bhavan, Pattom, Thiruvananthapuram-695 004, Kerala.
Phone No. 9895714825

For any queries contact:
The Convener
Publications Committee
31st KSC, Sasthra Bhavan, Pattom, Thiruvananthapuram-695 004, Kerala.
Phone No. 9895714825

TERMS AND CONDITIONS

1. Quotation should be superscripted as “Quotation for printing work of 31stKSC-2018“Due dt: 17-01-2019 upto 3.00 PM.
2. You are requested to submit your lowest quotation for the printing and supply of the items mentioned in the quotation notice, so as to reach The Convener, Publication Committee, 31st Kerala Science Congress, Sasthra Bhavan, Pattom, Thiruvananthapuram-695 004, Kerala, on or before 17-01-2019. Quotation will be opened on the same day at 3:30pm. However, placing of final orders will depend upon the close scrutiny of offers by a duly constituted Publication Committee in due course.
3. The rates quoted should be inclusive of all Taxes, Insurance, Freight, Packing and Forwarding Charges (including cess as the case may be) etc. should be shown separately. The maximum period required for delivery of the item should be mentioned. Items will have to be delivered at Fatima Mata National College, Kollam District, Kerala as instructed at the time of delivery.
4. Firms/Quotation shall submit the following details - PAN/TIN/Reg. No. etc along with the quotation.

5. The Chairman, Organizing Committee, 31st Kerala Science Congress, reserves the right to entrust the work as a whole or in part to successfully qualified firms.
6. Any quotation received after the time fixed on the Due Date shall be rejected.
7. No representation for enhancement of price ones accepted will be considered during the currency of the contract.
8. Payment will be released only after the supply is received in good condition and after deduction of statutory recoveries after the seminar is over.
9. The Chairman, Organising Committee 31st KSC reserves the right to reject all or any of the quotations without assigning any reason thereof.
10. Form C/D is not applicable to us.
11. The decision of The Chairman, Organising Committee, 31stKSC will be final with regards to this quotation. Any court case, if any, arising on upon of this quotation will be limited to courts having jurisdiction at Thiruvananthapuram only.
12. If the firm fails to complete the work within the prescribed time as per specifications given, rate and conditions stipulated, they would be liable to face penalty as imposed by the competent authority.
13. All-inclusive rates may be quoted for each item and the other items listed in the quotation notice, in the prescribed form (Form 1) for carrying out the works and delivering the items, satisfying the specifications given, at the 31st Kerala Science Congress office at Fatima Mata National College, Kollam District, Kerala, as instructed at the time of delivery.

Note:-Before submitting your quotation, for avoiding un-necessary delay and rejection of quotation, you should ensure whether the following required details are clearly specified in your quotation:

(1) GST (2) Delivery Period (3) Packing and Forwarding Charges if any (4) Validity Period(5) All taxes including cess, if included

Sd/-
Convener
Publication Committee
31st Kerala Science Congress

QUOTED RATE

Form 1

Name of item: Printing work of 31stKSC-2018

I/We agree to carry out the printing work mentioned in quotation notice No: NATPAC/11035/2018/01 dated 11/01/2019 as per the rates given below within the time specified satisfying the conditions stipulated there in the specification. (Quotation Notice No: NATPAC/11035/2018/01 dated 11/01/2019)

Sl. No.	Item	Quantity	Price (All-inclusive in Rupees)
1	Printing of Invitation cards, Demy14× 22cm size with Envelop - Separate rate for one side and both side printing	500 copies	
2	Printing of Valedictory, Demy14× 22cm size with Envelop – Separate rate for one side and both side printing	200 copies	
3	Printing of Program Schedule (64 pages) demy 1/8	1500 copies	
4	Layout settings of Focal theme compendium - 24 pages	-	
5	Layout settings of 31 st KSC Proceedings - 250 pages	-	
1	Rate for 4 pages printing to be furnished separately if the pages more than 64 pages (demy 1/8) – Program Schedule	1500 copies	
2	Rate for 8 pages printing to be furnished separately if the pages more than 64 pages (demy 1/8) – Program Schedule	1500 copies	
3	Rate for 1 page for designing (if required) and layout setting if the pages more than 24 pages – Focal Theme	-	
4	Rate for 1 page for designing (if required) and layout setting if the pages more than 250 pages – Proceedings	-	
	Total		

Place:

Signature of the Manager with Seal

Date:

Name, Address, Tel No, Fax No.& e-mail id.