**BY SPEED POST**

**Government of India**
**Ministry of Home Affairs**
**Office of the Registrar General & Census Commissioner, India**
**2/A, Mansingh Road, New Delhi- 110011**
**(Printing Section)**

D-29015/4/2014 (Ptg.) RG

Dated : 7.3.2014

**TENDER CALL NOTICE No. D-29015/4/2014 (Ptg.) RG dated 7.3.2014**

Subject : Tender enquiry for procurement and delivery of about 3,500 corrugated boxes and 68,000 plastic polythenes with adhesive tape – Regarding.

Sir,

Sealed quotations are invited from the suppliers of corrugated boxes and plastic polythene with adhesive tape as per specifications attached in Annex-A. Interested bidders are requested to quote their competitive rates in the following manner.

| Sl. No. | Description | Rates (in Rs.) | |
|---|---|---|---|
| | | In figures | In words |
| 1. | Cost of corrugated box including all taxes/transportations etc. | | |
| 2. | Plastic polythene with adhesive tape including all taxes/transportations etc. | | |

2. The items are required urgently and to be supplied within 10 days from the date of placement of the order at Okhla Industrial Area, Phase-I and the validity of rates will be 1 (one) year.

3. Your quotation per unit inclusive of all taxes of the items as per proforma attached (Annex-B) in sealed envelope along with an EMD of Rs. 25,000/- (Rs. Twenty five thousand only) in the form of Demand Draft/Pay Order of any Nationalized/Scheduled Bank drawn in favour of "Pay & Account Officer (Census)" payable at New Delhi should reach the undersigned by 14.3.2014 up to 2.30 p.m. Quotations received after the stipulated date/time and without EMD shall not be entertained. Quotations shall be opened at 3.00 p.m. on the same day in the presence of the representative of the firms, if any. The order would be placed to the lowest bidder based on the per unit rate. The EMD shall also be forfeited of successful bidder (L-1) if it does not accept the work for any reason, whatsoever. The EMD of successful bidder will be converted as Performance Security till completion of the work of dispatched. Unsuccessful bidders EMD will be returned as promptly as possible as but not later than 30 days.

4. This office, however, reserves the right to reject any or all quotations without assigning any reason thereof along with the right to amend any of the tender conditions or a part thereof before the last date for the receipt of the tender if found absolutely necessary. Any such amendment will be communicated to the tenderers.

5. Besides the items mentioned above in the bid, the following should invariably be enclosed in the tender (kept inside the sealed tender packet) :

a) EMD of Rs. 25,000/-.
b) Attested copy of the firm's Registration renewed up to date.
c) A copy of latest Sales Tax/VAT clearance certificate duly self attested.
d) Self certificate duly signed by the tender that the tenderer has not been blacklisted either by ORGI or any Central/State Govt. of its undertakings.
e) Bank's name, branch and account No. with IFSC/RTGS/MICR code of the Branch.
f) The sample of the corrugated box and polythene as per specification are to be supplied separately, before the opening of the bids. Firm will obtained a certificate from the certifying laboratory that material used is the same specifications as per Tender Notice's Annex-A and submit the same at the time of delivery.

Yours Faithfully,

(Purnendu Kant)
Under Secretary (Hqrs.)

To :-

1. As per list
2. Copy to Notice Board
3. ORGI's Website

**ANNEX-A**

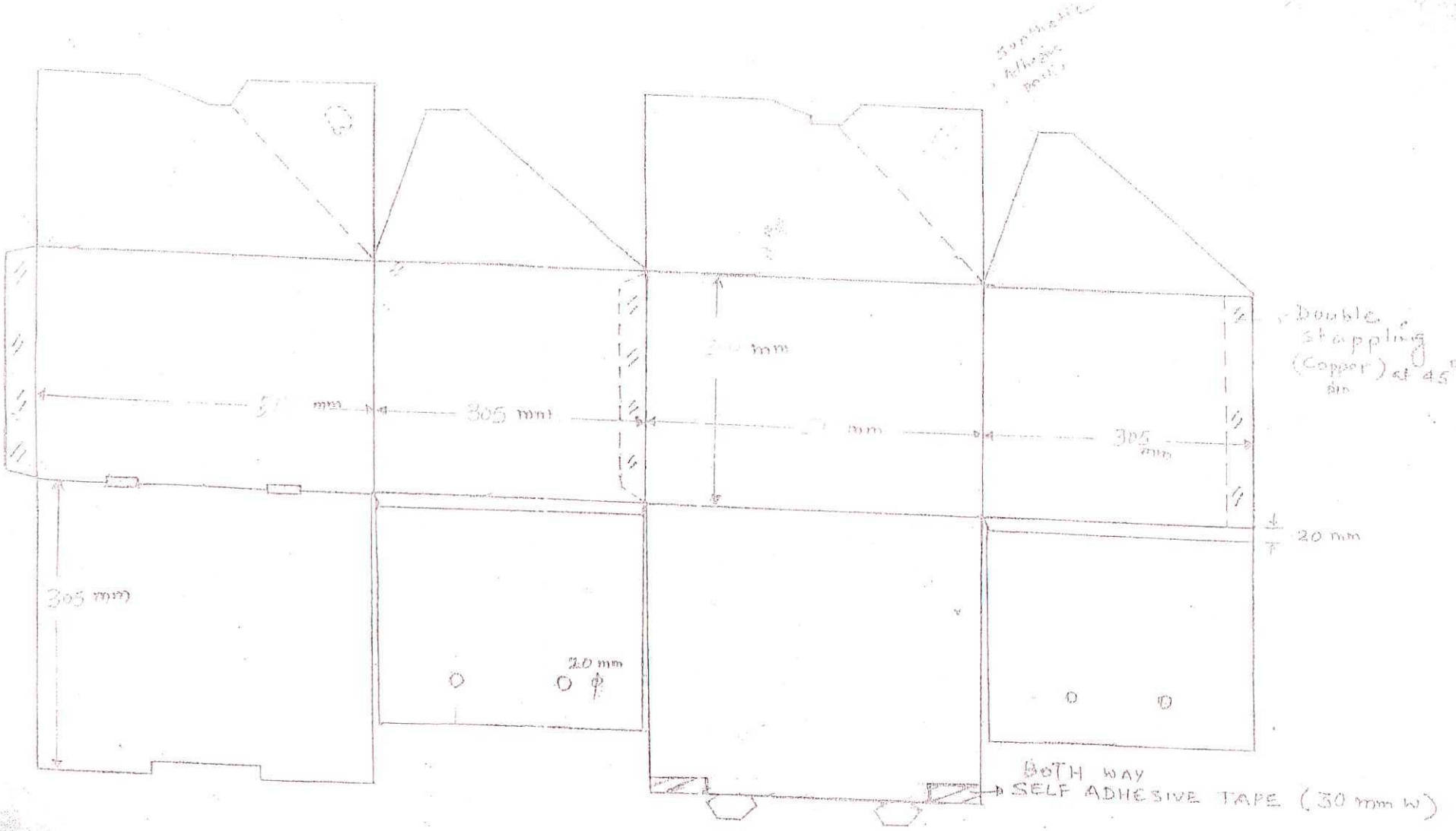
## I. TECHNICAL SPECIFICATION OS THE CORRUGATED BOX

| **Particulars** | **Box Type (5-Ply)**<br>**(To accommodate about 20 School Kit of A-4 size)** |
|---|---|
| **Grammage (gm/m)** | |
| Outer Ply | 180 |
| 2nd Ply | 140 |
| 3rd Ply | 140 |
| 4th Ply | 140 |
| Inner Ply | 180 |
| **Type of Flute** | |
| Outer Ply | B |
| Inner Ply | C |
| **Busting Strength** kg/cm² (minimum) | 12.00 |
| **Edge Crust Test** kgf/m (minimum) | 1100 |
| **Moisture content** (%) | 7-10 |
| **Cobb Value** (minimum) gm/m² | 100 |
| **External Dimensions** mm (L×W×H) | 515 mm × 305 mm × 300 mm |
| **Box Joint** | Double copper staples |
| **Style** | As per drawing (Box B) |
| **Adhesive** | Starch based |
| **Gap between two pair of staple pins** (mm) | 25 |
| **Angle of staples** | 45 degree |

## II. TECHNICAL SPECIFICATION OF THE PLASTIC POLYTHENE BAG

| | |
|---|---|
| **Size** | 15.5" (L) × 11.5" (W) excluding flap * |
| **Thickness** | 70 microns |
| **Adhesive** | 2" flap with Adhesive tape |
| **Colour** | Transparent |

* A packet of 1.¼" thickness of the size of 9"×12" will be kept in the polythene which can be seen at any time in the Printing Section at ORGI from 10.03.2014 to 13.03.2014 at 10.00 a.m. to 5.00 p.m.


Double stapling (Copper) at 45°
305 mm
305 mm
305 mm
20 mm
20 mm
BOTH WAY
SELF ADHESIVE TAPE (30 mm W)

**ANNEX-B**

**FORMAT FOR FILLING THE RATES**

| Sl.No. | Item | Rate per Unit inclusive of all taxes (In Rs.) |
|---|---|---|
| 1 | 2 | 3 |
| | | |
| | | |
| | | |

Signature .....

Name of the authorized Signature

.....

Firm's Seal