

F.No.1-2/2018-FI(Admn)

भारत सरकार / Government of India

कृषि एवं किसान कल्याण मंत्रालय / Ministry of Agriculture and Farmers Welfare
कृषि, सहकारिता एवं किसान कल्याण विभाग / Department of Agri., Coopn. & Farmers Welfare
विस्तार निदेशालय / **DIRECTORATE OF EXTENSION**

Krishi Vistar Sadan

Pusa, New Delhi - 110012.

Dated the 04 September, 2018

To

M/s.

**Subject:-Quotation for Annual Rate Contract for Digital Colour Photo
Printing & Scanning - regarding.**

Sir,

The Directorate intends to enter into an Annual Rate Contract (ARC) for the Digital Colour Photo Printing work. If you are interested and in a position to undertake the work on the terms & conditions given hereunder, you may quote minimum rates for the digital colour photo printing for following sizes:-

| Sl. No. | Size of Photograph | Rate (Rs.) |
|---------|---|------------|
| 1. | Post Card | |
| 2. | 5" X 7" | |
| 3. | 6" X 4" | |
| 4. | 8" X 10" | |
| 5. | 8" X 12" | |
| 6. | 10" X 12" | |
| 7. | 8"X10" PP Sheet (25 Copies) | |
| 8. | 12" X 15" | |
| 9. | Size above 12"X15" rate per Sq. Inch | |
| 10. | Developing of 35mm/36exp. Colour films Scanning the same under high resolution & Transferring the scanned photo on CD | |

Note:-

1. The rate quoted shall include charges for color correction & adjustment of size according to our requirement.
2. CGST/SGST (if any) chargeable should be indicated separately.
3. The rates quoted should be competitive assuming bulk order.
4. The rates of the lowest tenderer accepted by the Directorate shall remain valid for a period of one year from the date of award of contract & extendable upto 3 years subject to satisfactory work.

Terms & Conditions:-

1. The office will provide composed photographs in the shape of CD/ Pen Drive/e-mail only.
2. The agency has to make colour correction and size adjustment according to our requirement.
3. The CD/Pen Drive containing photographs is to be collected from Officer in charge of Photo Section situated at Krishi Vistar Sadan, Pusa, immediately whenever it is asked for. The digital prints according to size alongwith the supplied CD/Pen Drive are to be delivered back, at doorstep within 24 hours positively.

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4. Prints are to be provided only on **Kodak Glossy** photo paper.
5. The payment shall be made quarterly/half yearly as deemed fit or suitable to the agency after satisfactory completion of job and submission of pre-receipted bill in triplicate signed across a revenue stamp.
6. The assigned work should be completed with-in the stipulated time limit, as prescribed by the Officer in charge of Photo Section at the time of handing over the job.
7. In no circumstances, amount more than the amount quoted in the quotation will be paid.

The quotation in a sealed cover super-scribing "**QUOTATION FOR ANNUAL RATE CONTRACT FOR DIGITAL COLOUR PHOTO PRINTING**", should reach the following address up to **3:00 PM** on or before **15/09/2018** positively:-

PO & In-charge FI (Admn)
Directorate of Extension
Krishi Vistar Sadan, Room No.209A,
IARI Campus, Near FCI Godown,
Pusa, New Delhi-110 012

The quotations received after the due date & time will not be entertained.

The quotations received up to due date & time, shall be opened at **3:30 PM** on **15/09/2018** in the room of the Dr. Ramesh Chander, Joint Director, Room No. 201, Krishi Vistar Bhawan, Pusa or any other venue as decided by the competent authority. Representative(s) of the firm, if so desire, may witness the proceeding there.

The Director (Admn.), Directorate of Extension reserves the right to accept or reject any or all quotations without assigning any reasons thereof, and also reserves the right to split the quotation and award contract for the job on one or more firms.

Yours faithfully


(Sanjay Banerjee)

PO & I/c FI(Admn)

Tele Nos.011-25842680, 25843736 (Extn.209)