



**DIRECTORATE OF TECHNICAL EDUCATION
MAHARASHTRA STATE,**

3, Mahapalika Marg, Post Box No. 1967, Mumbai 400 001.
Tel : 22620601/2, 22641150/51, 68597431 Fax : 22690007

E-mail:- desk11@dt Maharashtra.gov.in **Web:-** http://www.dtemaharashtra.gov.in

No: 11/DTE/State/QE-7/2019-20/392

Date: 26/09/2019

Invitation for quotation

Sealed quotations are invited from manufacturers/ their authorised suppliers / service providers for supply of the following services to this Directorate. The quotation in specified format, along with necessary supporting documents should be sealed in an envelope and submitted to this office on or before the prescribed time and date mentioned in this invitation letter.

Separate quotations are to be submitted for each of the items mentioned below and such envelope must be super scribed with enquiry number and date & time of submission of the quotation for that item.

S.No	Enquiry Number	Name of item*	Qty.	Consignee
1	11/DTE/State/QE-7/20/2019-20	Printing & Supply of Brochure -1	Minimum 500	Directorate of Technical Education, MS, Mumbai
1	11/DTE/State/QE-7/21/2019-20	Printing & Supply of Brochure -2	Minimum 500	Directorate of Technical Education, MS, Mumbai

Last date for submission of above quotations to this office is 3rd October, 2019 till

1.00pm*Technical specifications are given in Annexure I of this document.

Instructions to bidders and Terms & Conditions

1. The quotations must be submitted in sealed envelope, in prescribed format with details of enquiry super scribed on envelope.
2. The quotations must be submitted in the drop box kept in Desk11 of this office on or before the 1.00pm, 3rd October, 2019. Quotations will be opened at 2.00pm on the same day.
3. The bidder must not be a defaulter to any Government authorities and must not have been black listed/debarred.
4. The bid must be for all inclusive prices of the goods / services. It must include all taxes and levies, transportation charges, freight etc .
5. Delivery to the consignee has to be effected within statutory period mentioned on purchase order.
6. Rates quoted should be valid for 90 days from the last date of submission of offer.
7. The bid offer must comply with all technical requirements of the user department/consignee. Mere quoting of lowest price will not be the criteria for award.
8. The bidder must quote PAN number and GST Registration number.
9. The consignee will make payment for the goods received by way of RTGS/NEFT/ECS , so the supplier will have to provide bank details to the consignee.

10. Payments will be done only after delivery and inspection at the consignee's place. Advance payments will not be done.
11. This office may call for additional documents and/or information required for processing the bids.
12. This office reserves the right to reject any or all bid offers, without assigning any reason(/s), thereof.
13. List of documents to be attached :-

S.No	Type of document to be attached in bid offer
1	covering letter with details of bidders, address, telephone number, mobile number, email ID, name, signature and seal
2	PAN card photocopy
3	sales tax /VAT /GST TIN number
4	price quote along with taxation, inclusions and exclusions, if any.
5	undertaking about compliance of terms and conditions mentioned in this quotation.
6	List of Clients along with contact details for verification, if required
7	List of Machineries and equipments present at Industry's Infrastructure (Bidders industry infrastructure) .

Sd/
(Dr. Abhay Wagh)
Director, Technical Education, M.S

Annexure I

Technical specifications

S.No	Enquiry No /Name of item/Specifications
1	Enquiry number :- 11/DTE/State/QE-7/20/2019-20 Printing and Supply of Brochure (Minimum 500 Nos) as per the following description. Size - 8.5 X 11 inch having 8 pages in 4 colour printing on 175 GSM MATT / GLOSS ART paper , Lamination should be provided on Cover Page , Centre pin binding (2 Pins Minimum),
2	Enquiry number :- 11/DTE/State/QE-7/21/2019-20 Printing and Supply of Brochure (Minimum 500 Nos) as per the following description. Size - 8.5 X 11 inch having 16 pages in 4 colour printing on 175 GSM MATT / GLOSS ART paper , Lamination should be provided on Cover Page , Centre pin binding (2 Pins Minimum),
