

Unique Identification Authority of India, Regional Office, Mumbai
Planning Commission, Government of India

5th Floor, MTNL Telephone Exchange
G.D.SomaniMarg, Cuffe Parade
Mumbai - 400 005

Dated: 12 May, 2011

Request for Quotation

1. UIDAI Regional Office, Mumbai invites quotations for the printing of the following item, as per the specifications given below:

Item	Size	Paper	Printing	Fabrication	Quantity
Booklets	8.5"x10.5"	100 GSM Art	4 + 4 Colour	Matt lamination, 200 GSM (cover) Perfect binding	8000

2. The above materials will be supplied to the Regional Office, Mumbai or any other location as required, within Maharashtra.
3. The material will be rejected and returned to the Agency at no cost to UIDAI if the printing is not done as per the specified requirements/format.
4. Each item will be evaluated independently and the Agency is free to quote for one or more items
5. The number of designs for the item are as follows:
- a. Booklets: 8 Booklets (Designs) * 1000 no. per booklet (number of inner pages of the booklets = 48, 32, 28, 60, 70, 36, 20, 34 respectively)
6. The damage if, any, while transporting the material will be borne by the Agency.
7. The Agency must be an individual or a reputed firm with relevant experience in the field of printing.
8. The Agency / Firm should be registered for VAT, Service Tax etc.
9. The payment will be made within 30 days after successful completion of the work to the satisfaction of the UIDAI.
10. Deputy Director General, UIDAI reserves the right to accept or reject any or all bids without assigning any reasons. DDG, UIDAI also reserves the right to reject any bid which in his opinion is non- responsive or violating any of the conditions/ specifications without any liability or any loss whatsoever it may cause to the bidder in the process.
11. The interested agencies are requested to submit their quotations per the format given in Annexure A, latest by 16th May, 2011. The amount quoted should be inclusive of all costs, include taxes, transportation and other expenses.
12. The artwork for all the materials above will be supplied by UIDAI in the form of CDs. The sample for each of the items above is available at the UIDAI office in Mumbai.

Sumnesh Joshi
Assistant Director General
5thFloor, MTNL Telephone Exchange
Cuffe Parade, G.D.SomaniMarg
Mumbai – 400 005
Tel: 022-22186168

Annexure A: Proforma Quotation

Item	Batch size	Rate (per unit)	Rate (in words)	Total Cost (based on above quantity)
Booklets	8,000 pieces			

Note: the rate per unit for booklets above should take into account the different pages as specified in point 5a) above. The rate quoted above should be the average per piece cost. Rate quoted should be inclusive of all taxes