

**Post Pre-Bid Clarifications/Corrigendum for Tender specifications  
against the RCB/NIT/02/19-20/Ptd.Sty.**

**Subsequent to the pre-bid meeting held with the prospective bidders on 16/05/2019, upon their request, (in consultation with the respective users) as under; supply of printed stationery Items-Tender No. RCB/NIT/02/19-20/Ptd.Sty. The following changes in the terms are made without prejudice to other terms & conditions.**

**1. Reduction of EMD & Security Deposit amount.**

The EMD is recommended to be reduced to Rs.10,000 and security deposit to Rs/25000.

**2. Additions of few items.**

Few items are added from SI.No.20 to 27 as per revised BOQ attached.

**3. Extension of tender date**

Extension of date of tender by Ten days.

Accordingly, the revised BOQ list has been drawn for the Technical Bid & Financial Bid separately and appended below.

The above corrigendum is issued without prejudice to other terms and conditions of the tender.

**Regional Centre for Biotechnology**  
**An institution of education, training & research**  
**(Established by the Dept. of Biotechnology, Govt of India under the auspices of UNESCO)**  
**NCR Biotech Science Cluster, 3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad**

**Revised Technical Bid (27-05-19)**

**Date:**

**Tender No.**

**(TENDER NO.RCB/NIT/02/19-20/Ptd.Sty.)**

**Tender detail**

**SUPPLY OF PRINTED STATIONERY ITEMS**

**Name of the bidder:**

**Projected List of Items for Printed Stationery Rate Contract**

Sl.No.	Description of item	Size/Pages	Denom.	Approx Qty.	Remark	Quoted (Yes /NO)	Sample given (Yes /NO)
1	Letter head (A4 size in executive bond sheet) in multi-colour printing	A-4 - (100 pages/pad)	pads	5000	with sender name and address		
2	RCB File Covers	Std. Size	Nos.	2000	with printing name and address		
3	File Board	Std. Size	Nos.	2000	-		
4	White Window Envelope	10" x 4.5"	Nos.	2000	with sender name and address		
5	White Plain Envelope	10" x 4.5"	Nos.	2000	with sender name and address		

6	Laminated Yellow Envelope	A4 size	Nos.	1000	with sender name and address		
7	Big Yellow Envelope (Laminated)	A3 size	Nos.	1000	with sender name and address		
8	Big Yellow Envelope	12" x 10"	Nos.	1000	with sender name and address		
9	Measurement Book (CPWA-23)	13.5" x 8.5"	Nos.	20	Binding Type Hard Bound		
10	Sanction Register (200 pages)	13.5" x 8.5"	Nos.	4	Binding Type Hard Bound		
11	Stock Register (GFR-23 format)	13.5" x 8.5"	Nos.	10	Binding Type Hard Bound		
12	Fixed Assets Register (GFR- 22 format)	13.5" x 8.5"	Nos.	10	Binding Type Hard Bound		
13	Hand Receipt Voucher (CPWA-28 format)	Per Pad of 100 leaves	Pads	5	Binding Type Hard Bound Sample Enclosed		
14	Box File	14" x 11"	Nos.	20	-		
15	Attendance Register	10" x 11"	Nos.	1	Binding Type Hard Bound		
16	Indent Book (in duplicate – Self Carbon)	10.5" x 8.5" Per pad of 100 leaves	Nos.	100	Binding Type Hard Bound White and yellow color page in Duplicate with Serial numbering		
17	Gate Pass – Temporary (in triplicate – Self Carbon)	9" x 7" Per pad of 150 leaves	Nos.	10	Binding Type Hard Bound White and yellow color page in Duplicate with Serial numbering		
18	Gate Pass – Permanent (in triplicate – Self Carbon)	9" x 7" Per pad of 150 leaves	Nos.	10			
19	Visiting Cards –Size (8.8cm X 5.2cm): (with printing on both sides)		Box	100	-		

20	Envelope A4 size (8.8cm X 5.2cm) printing in multi-colour		Nos.	1000	-		
21	Envelope A3 size printing in multi-colour		Nos.	1000	-		
22	Envelope 4.5'x10 (without window) printing in multi-colour		Nos.	1000	-		
23	Envelope 4.5'x10 (with window) printing in multi-colour		Nos.	2000	-		
24	l Card Plastic size: 8.5cm X 5.5cm with Laser Printing with holder & strip		Nos.	100	-		
25	Cab Register - 200 Pages : A4 Size		Nos.	10	Binding Type Hard Bound		
26	Speed Post Register - 200 Pages : A4 size		Nos.	10	Binding Type Hard Bound		
27	Post Receiving Register - 200 Pages : A4 size		Nos.	10	Binding Type Hard Bound		
28	Key Issue & Deposit Register - 200 Pages : A4 size		Nos.	10	Binding Type Hard Bound		
29	Tender Deposit Register - 396 Pages : Legal size		Nos.	10	Binding Type Hard Bound		
30	RCB Visitors Register - 200 Pages : A4 size		Nos.	10	Binding Type Hard Bound		

**Pre inked stamp**

S.No	Description of items	Size/Pages	Denom.	Approx. Qty.	Remark	Quoted (Yes /NO)	Sample given (Yes /NO)
1	Pre inked stamp size :-10mmx45mm	-	Nos.	100	-		
2	Pre inked stamp size :-120mmx45mm	-	Nos.	100	-		
3	Pre inked stamp size :-110mmx60mm	-	Nos.	100	-		
4	Pre inked stamp size :-120mmx60mm	-	Nos.	100	-		
5	Pre inked stamp size :-130mmx60mm	-	Nos.	100	-		
6	Pre inked stamp size :-120mmx70mm	-	Nos.	100	-		
7	Pre inked stamp size :-150mmx50mm	-	Nos.	100	-		

**Sun Stamp Pre-ink**

S.No	Description of items	Size/Pages	Denom.	Approx. Qty	Remark	Quoted (Yes /NO)	Sample given (Yes /NO)
1	size :-10mmx45mm	-	Nos.	100	-		
2	size :-20mmx45mm	-	Nos.	100	-		
3	size :-10mmx60mm	-	Nos.	100	-		

4	size :-20mmx60mm	-	Nos.	100	-		
5	size :-30mmx60mm	-	Nos.	100	-		
6	size :-20mmx70mm	-	Nos.	100	-		
7	size :-50mmx50mm	-	Nos.	100	-		