



Punjab State Electricity Regulatory Commission

Plot No. 3, Sector 18-A, Madhya Marg Chandigarh-160 022

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To

Memo No. _____/PSERC/Gen.538/Part- 4 Dated:

Sub:- Inviting of quotations for Printing and Binding of Annual Accounts & Audit Report of the Commission for the FY 2018-19.

Reference on the subject noted above.

The sealed quotations for the printing and binding of Annual Accounts & Audit Report for FY 2018-19 are hereby invited for preparation of 300 copies of Annual Accounts & Audit Report (approximately 60 pages including 1-4 title pages) are required to be printed. The rates quoted shall be valid for 40 days. Total 300 copies are required to be printed bilingual i.e. English and Punjabi version as per following description:

Description	Quantity of booklets
Photo typesetting & Offset Printing of Annual Statement of Accounts for the Financial Year 2018-19 containing about 60 pages including title 1-4 in M/C on 300 gsm art card with one side lamination and balance inner pages in one colour offset printing on 130 gsm Art paper in size 8.5"x 11" including Punjabi translation of 30 pages (approximately)	300 Books Approximately 30 pages (for Punjabi translation)

Note:- The quotations should reach this office on **03.04.2020 upto 1.00 PM** and will be opened on the same date at **3.00 PM** positively. The bidders or their representatives may present at the time of opening the quotations. Quotations will be received by the Asstt. Director/GS, who will put his initials and will write date and time of receiving the tender envelope.

Terms & Conditions:

1. The payment shall be made after satisfactory completion of work.
2. The work will be completed within **45 days** after the allotment of work. No extension will be given after stipulated time.
3. You will ensure superior quality work as per sample which may be seen at any time during office hours.
4. Any defective/inferior quality will be replaced without any extra cost.
5. The rates shall be inclusive of all taxes.
6. Draft sample will be shown to this office within 30 days from the date of supply order.
7. Cutting/rubbing will not be accepted without attestation.
8. Quotations should be on the quotations letter head of the firm.
9. Accepting/rejection bids is the sole discretion of the accepting Officer.
10. Final Printing work will be taken after approval of the proof by this office.

This issues with the approval of the Competent Authority.

Sd/-
Dy. Secretary/Admn

CC:

1. AD/GS
2. Notice Board, PSERC
3. Website, PSERC