



GOVT. OF INDIA  
LAKSHADWEEP ADMINISTRATION  
**Directorate of Printing & Stationery**  
Kavaratti – 682 555

Tel. No. 04896- 262429/262246/262427 Fax: 262014 E Mail. lak-gp@nic.in

F.No. 10 /04 / 2016– LGP/760

Dated: 23/10.2018

Quotation Notice

SEALED typed quotations are invited from interested parties for Transportation and packing of Press Materials at Lakshadweep Govt. Press Kavaratti. Quotation superscribed "Quotation for Transportation/shifting of press materials" (list of items in separate schedules) should be addressed to the Director, department of Printing & Stationery, Kavaratti and should reach this office on or before 15.11.2018 at 03.00 PM. Quotations will be opened at 3.30 PM on the same day in the presence of the quotationers or their agents, if any present. Quotation received after due date and time/unsealed or without EMD will not be considered. The acceptance of quotation will be subject to the following terms and conditions.

1. The bidder should quote three rates for each item in schedules, one for transportation of materials from Jetty to Press Godown and vice versa and second for shifting these items within the press premises and third schedule for packing and stacking of press materials like note books, note book cover etc.
2. EMD for Rs. 7000/- (**Rupees Seven Thousand**) only should be enclosed with the quotation by means of Demand draft drawn from Syndicate Bank, Kavaratti in favour of "Manager, Lakshadweep Govt. Press, Kavaratti".
3. L1 bidder will be determined on the basis of total for Schedule –I, II and III separately. For this the rate quoted by bidder will be multiplied with the approximate quantity.

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4. The successful tenderer will have to submit a Security Deposit for an amount equal to 5% of the total amount quoted by the tenderer and EMD will be released only after receipt of Security Deposit.
5. Any loss/damage caused to the articles during transportation will be recovered from the contractor/Security Deposit.
6. Representation for any kind of enhancement of rates once accepted will not be considered.
7. The contract will be for Two years from the date of issue of work order to the contractor.
8. The successful bidder will have to work under the direction of the Director or his authorised officer.
9. Department will neither provide any vehicle required for transportation of materials nor meet the hire charges of the vehicle hired by the contractor.
10. The materials should be transported on same day in which it is unloaded.
11. During rainy season the materials unloaded should be kept covered with tarpaulin and the contractor should bear the cost of tarpaulin.
12. Violation if any of the terms and conditions by the contractor will entail to cancellation of the order and the Security Deposit will be forfeited.
13. The rate must be typed in figures as well as in words without any overwriting or correction.
8. The contract is only for department of Printing & Stationery, Kavaratti.

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**Schedule-I**

Sl. No.	Item	Jetty to Press and vice versa		Shifting of items within Press Premises	
		Apprx. Qty.	Rate	Apprx. Qty.	Rate
1.	Paper Bundles (approximate Weight 60 Kg)	3000 bundles		750 bundles	
2.	Paper Reels (approximate weight 250/350 Kgs)	100		100	

**Schedule-II**

Sl. No.	Item	Jetty to Press and vice versa		Shifting of items within Press Premises	
		Apprx. Qty.	Rate	Apprx. Qty.	Rate
1.	Machinery weight upto 500 Kgs	20		-	
2.	Machinery weight upto 1000 Kgs.	2		-	
3.	Machinery weight upto 2000 Kgs.	2		-	
4.	Machinery weight upto 3000 Kgs.	3		-	
5.	Box items weighing up to 50 Kg	100		-	
6.	Box items weighing up to 51-100Kg				

**Schedule -III**

Sl. No.	Item	Apprx. Qty.	Rate
1.	Packing charges	500 bags	
2.	Stacking charges	500 bags	

*Ringhal*  
~~28/10/2016~~  
(RAKESH SINGHAL, DANICS)  
Director (PRINTING & STATIONERY)  
9667243140  
[lak-gp@nic.in](mailto:lak-gp@nic.in)

To

All concerned.

- Copy to: 1. The Sub Editor, Lakshadweep Times with request to publish in the next issue.  
2. Copy to the Web coordinator to upload in the Lakshadweep website.