



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED,  
(Corporate Identity Number (CIN) U40109RJ2000SGC016485)  
Regd. Office - Vidyut Bhawan, Jyoti Nagar, Jaipur 302005  
Office of Chief Controller of Accounts-II  
Tele: +91-141-2742104  
Email- ao.estt.cont@rvpn.co.in Web site – [www.rvpn.co.in](http://www.rvpn.co.in)



Date: 20.7.22

No.RVPN/CCOA-II/AO (E&C)/D. 424

The Managing Director,  
Rajasthan Rajya Sahakari Mudranalaya Ltd.,  
Malviya Nagar,  
Jaipur.

Sub:- Regarding offer letter for printing & binding of Annual report and Accounts Booklets for the year 2020-21 in English version & Hindi version.

Sir,

With reference to subject cited above, kindly arrange to provide offer (with lowest rate) letter on following scope of work on the terms & conditions mentioned hereunder:-

S.No.	Specification	Qty.	Rate/Amt
(A)	<p><b>Printing &amp; binding of Annual report and Accounts booklets for the year 2020-21 in size 18"x23"/ 4 on offset press.</b></p> <p><b>English Version (400 pages approx.)</b></p> <ol style="list-style-type: none"><li>Cover Multi colour printing on 300 GSM. Art-card sheet with mat lamination.</li><li>36 pages Multi colour printing on 130 GSM. Art paper(Director Report)</li><li>Remaining pages black &amp; white with planning on 95 GSM on sun-shine paper.</li><li>One leaf Divider different Colour paper</li></ol>	<b>150 Nos. Booklets (English Version)</b>	(Rate to be quoted in your offer letter will be inclusive of GST and other taxes and also provide HSN code under GST regime).
(B)	<p><b>Hindi Version ( 450 pages approx.)</b></p> <ol style="list-style-type: none"><li>Cover page on 300 GSM. Art-card sheet in Multi colour printing with glass lamination.</li><li>Single colour printing on maplitho 80 GSM paper</li><li>One leaf Divider different Colour paper.</li></ol> <p><b>Note:- 1.</b> Specimen copy of booklets may be seen in the office on any working day.</p> <p><b>Note:- 2.</b> Any increase/decrease in no. of pages shall be paid/adjusted on prorata basis.</p> <p><b>Note:- 3</b> The job work is to be completed on urgent basis i.e. within 5 working days from the receipt of final proof with entire satisfaction. The first proof is to be given within 5 days after providing matter.</p>	<b>150 Nos. Booklets (Hindi Version)</b>	

**TERMS & CONDITIONS:-**

1. **PRICES:** The quotation mentioned should be inclusive of GST and other rates & taxes, cost of paper etc. & fixed in all respect and for free delivery in the office of the Sr. AO (A/c's), RVPN, Jaipur copy of GST Registration certificate is required to be enclosed with the offer letter.

2. **SUPPLY OF MANUSCRIPTS AND PROOF READING:** Manuscripts may be obtained from the office of the Sr. Accounts Officer (A/c's), RVPN, Jaipur on any working day during office hours. Proof reading shall be done by you and final proof will be read by the Sr. A.O (A/c's), RVPN, Jaipur or by the official nominated by him.

3. **TIME FOR PRINTING:** The Annual Report & Accounts for the year 2020-2021 booklets may be printed & binded within 5 days positively from the date of receipt of the final proof. The first proof is to be given within 5 days after receiving matter. The delay in printing shall attract penal provision and liquidated damages @ ½% per week or part thereof subject to maximum 10% of the contract value.

4. **CONSIGNEE:** The printed booklets are to be delivered to the Sr. Accounts Officer (A/c's), RVPN, Jaipur.

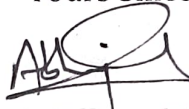
5. **PAYMENT:** The bill may be submitted in triplicate in the name of AO (E&C), RVPN, Jaipur alongwith specimen copy of above booklet for verification and arranging payment supported with the receipted challans, duly verified from the Sr. Accounts Officer (A/c's), RVPN, Jaipur. The payment of increasing/decreasing of pages is to be payable/deductible on prorata basis. The payment of bills will be made by the Sr. AO (EA-Cash), RVPN, Jaipur after making all statutory deductions.

6. **JURIDICTION:** In case of any dispute, the decision of the Chief Controller of Accounts-II RVPN shall be final and binding upon both the parties.

The printing & binding work is to be carried out as per direction of the Sr. Accounts Officer (A/c's), RVPN, Jaipur.

It is requested to quote lowest rates in your kind offer letter for the above mentioned work.

Yours Sincerely,

  
20/07/22  
Accounts Officer (Estt-Cont)

Copy to the following for information: -

- 1) The CAO (A/c's -W&M), RVPN, Jaipur.
- 2) Sr. Accounts Officer (A/c's/ EA-Cash), RVPN, Jaipur.

  
20/07/22  
Accounts Officer (Estt-Cont)