

## TENDER NOTICE FOR PRINTING OF VARIOUS ITEMS FOR USE IN CONNECTION WITH HAJ-2020

Consulate General of India, Jeddah, invites sealed quotations from registered companies for printing of various items and supplying to the Indian Consulate for use in connection with India's Haj-2020 operations. The quotations should be submitted to Vice Consul (Haj), Consulate General of India, Jeddah latest by **Thursday, 23 January 2020 (till 1700 hrs)**.

2. Technical and Financial bids must be submitted in two separate sealed envelopes, with "Technical Bid" & "Financial Bid" clearly mentioned on the envelopes, sealed in a bigger envelope. Before submission of technical and financial bids, the interested bidders are advised to attend a pre-bid meeting at Consulate General of India, Jeddah on Thursday, **16 January 2020** (1200 hours) and also see the samples of similar items used in Haj-2019 items. They are also advised to go through this tender notice in detail to apprise themselves of the information relevant to submission of their bids.

3. The items to be printed and supplied to the Indian Consulate are:

Sl. No.	Item Code	Description	Specification	Quantity
01.	<b>X-01</b>	Identity cards (bilingual) for Deputationists in different backgrounds in (03 colour) with serial number (Haj Section, Jeddah)	As per sample (Offset printing)	Coor-010 Pcs; AHO-100 Pcs; HA-300 pcs; DR.-250 Pcs; Paramedic-250 pcs; KuH-1000 pcs
02.	<b>X-02</b>	Identity cards (bilingual) for seasonal staff with serial number (03 colour) (Haj Section, Jeddah)	As per sample (Offset printing)	Clerk-1000 pcs; Driver-250 pcs; Messenger-300 pcs
03.	<b>X-03</b>	Identity cards for incumbents of Embassy camps at Mina & Arafat with serial number (03 colour) (IHPO, Makkah)	As per sample (Offset printing)	1000 pcs
04.	<b>X-04</b>	Identity cards for the staff posted on <b>special duty</b> at Mashaier Region	As per sample (Offset printing)	300 pcs
05.	<b>X-05</b>	<b>Maktab</b> Identity card (IHPO, Makkah)	As per sample (Offset printing)	500 pcs
06.	<b>X-06</b>	<b>Volunteer</b> card	As per sample	5000 pcs

		(IHPO, Makkah)	(Offset printing)	
07.	<b>X-07</b>	Tri-colour paper sticker for pasting in the <b>kitchen</b> (IHPO, Makkah)	As per sample (Offset printing)	5,000 pcs
08.	<b>X-08</b>	<b>Toilet</b> sticker indicating toilet No. (IHPO, Makkah)	As per sample (Offset printing)	1,000 pcs
9.	<b>X-09</b>	Tri-colour paper sticker indicating <b>Floor</b> No. (IHPO, Makkah)	As per sample (Offset printing)	1000 pcs
10.	<b>X-10</b>	<b>Qibla</b> direction sticker in two colour (IHPO, Makkah)	As per sample (Offset printing)	5000 pcs
11.	<b>X-11</b>	Notice regarding <b>bed sheets</b> (IHPO, Makkah)	As per sample (Offset printing)	600 pcs
12.	<b>X-12</b>	Tri-colour paper <b>bus boarding</b> stickers (IHPO, Makkah)	As per sample (Offset printing)	10,000 Pcs
13.	<b>X-13</b>	Tri-colour paper <b>bus boarding</b> stickers (Haj Section, Jeddah)	As per sample (Offset printing)	5,000 pcs
14.	<b>X-14</b>	Tri-colour <b>General Notice</b> (IHPO, Makkah)	As per sample (Offset printing)	600 pcs
15.	<b>X-15</b>	<b>Departure Baggage information</b> sticker A4 size (IHPO, Makkah)	As per sample (Offset printing)	1000 pcs
16.	<b>X-16</b>	<b>Advisory</b> to pilgrims in three different languages (IHPO, Makkah)	As per sample (Offset printing)	600 pcs
17.	<b>X-17</b>	Different colour Bus Identity cards for Azizia pilgrims with thread – on Matt Art card 400 GSM – Both sides glossy laminatin, hole, punch and thread (size width 6.5 cm, length 70 cm) (Azizia Transport)	As per sample (Process colour printing)	1,25,000
18.	<b>X-18</b>	Bus stickers (Azizia Transport) in different colours (Azizia Transport)	As per sample (Offset printing) (Width 50 cm, length 70 cm)	2,500 Nos.
19.	<b>X-19</b>	Trii-colour Flag (Cloth) (Azizia Transport)	As per sample Length 180 cms – Width – 120 cms	20 Nos.
20.	<b>X-20</b>	Patients daily statistic (No. 1) (Medical Wing, IHPO, Makkah)	As per sample 1+1 (Offset printing)	20 Books (1 book 100 sets)
21.	<b>X-21</b>	Report of High risk groups (HRG) - (No. 2) – Medical Wing, IHPO, Makkah)	As per sample (Offset printing)	100 Books (1 book 100 pages)

22.	<b>X-22</b>	Medical first information report - (No. 3) – (Medical Wing, IHPO, Makkah)	As per sample 1+1 (Offset printing)	30 Books (1 book 100 sets)
23.	<b>X-23</b>	Admission File (No. 22) – (Medical Wing, IHPO, Makkah)	As per sample (Offset printing) 10 pages file	4000 pcs sets
24.	<b>X-24</b>	Hospitalized patient report (No. 32) – (Medical Wing, IHPO, Makkah)	As per sample (Offset printing)	40 books (1 book 50 pages)
25.	<b>X-25</b>	Hospitalised patients daily diet sheet – (Medical Wing – IHPO, Makkah)	As per sample (Offset printing)	2500 sheets
26.	<b>X-26</b>	O.P.D.Ticket – (Medical Wing IHPO, Makkah)	As per sample (Offset printing)	4000 books (1 book 100 pages)
27.	<b>X-27</b>	Tri-colour <b>Room Sticker</b> (Screen Printed)(IHPO, Makkah) <b>Good Quality</b>	As per sample <b>Plastic sticker - Screen printing</b>	40,000 pcs
28.	<b>X-28</b>	Tri-colour <b>Building Sticker</b> (Screen Printed)(IHPO, Makkah) <b>Good Quality</b>	As per sample <b>Plastic sticker - Screen printing</b>	600 pcs
29.	<b>X-29</b>	Tri-colour vinyl Stickers – indicating Majtab Shoun Hujjaj Al Hind (In Arabic) for pasting on the (coaster, sedan cars of the Mission) (IHPO, Makkah)	As per sample <b>Plastic sticker - Screen printing</b>	100 pcs
30.	<b>X-30</b>	Tri-colour paper sticker indicating INDIA in the middle (IHPO, Makkah)	As per sample <b>Plastic sticker - Screen printing</b>	1000 pcs
31.	<b>X-31</b>	Tri-colour stickers for Aziza Transport (Azizia Transport)	As per sample <b>Plastic sticker - Screen printing</b> Width 50 cms – Length 70 cms	150 Nos.
32.	<b>X-32</b>	Tri-colour Bus stickers (Aziza transport) (Azizia Transport)	As per sample <b>Inject Printing</b> Length 2.75 meter – Width 35 cms	1000 Nos.
33.	<b>X-33</b>	Complaint Register 25 pages with binding and numbering (For buildings), (IHPO, Makkah)	As per sample (Offset printing)	600 pcs

34.	<b>X-34</b> General Complaint registers 100 pages with binding and numbering (For Branches) (IHPO, Makkah)	A3 size As per sample (Offset printing)	25 pcs
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Note: The bidding companies may note that the quantity mentioned are indicative. There may be slight variations at the time of giving order for supply of the items. Payments will be made as per the actual quantity of items supplied.

4. **Technical bid:** The interested companies should submit a technical bid (in a separate sealed envelope) consisting of following documents /details:

- (i) Copy of valid license and Registration
- (ii) Profile of the company, also reflecting experience in the field of printing

5. **Financial bid:**

i) The interested companies should submit a financial bid (in a separate sealed envelope) giving the **quoted rate per unit/piece for each item** they want to bid for.

ii) While submitting the quotes, the companies are advised to note that evaluation of the bids will be done item-wise on per unit/piece price separately and not for all items in this tender combined.

6. **Opening of bids:**

a) A Tender Evaluation Committee of the Consulate will open the bids on Tuesday, 28 January 2020 (0930 hrs) at the Consulate.

b) In case of more than one companies quoting the same L1 rate for certain items, the company with longer experience and better reputation as determined by the Tender Evaluation Committee will be awarded the order.

7. **CONDITIONS:**

i) The successful bidders should be able to print and supply the items as per the requirement of the Consulate. Failure to supply the items in a reasonable time provided by the Consulate or supplying an inferior quality than the agreed quality will lead to cancellation of the order and stopping any further payment as well as blacklisting the company.

ii) Refusing to supply particular items by a successful bidder at the rate quoted by it will lead to blacklisting of the company and non-payment of any dues to be paid by the Consulate (if any).

8. **PAYMENT:** Payment to the companies (successful bidders) supplying the items will be made either through bank transfer or cheque after the supply of the items demanded in satisfactory manner.

9. Consulate General of India, Jeddah, reserves the right to reject this tender without assigning any reason thereof.

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