



SUPREME AUDIT INSTITUTION OF INDIA  
लोकहितार्थं सत्यनिष्ठा  
Dedicated to Truth in Public Interest

भारतीय लेखा परीक्षा तथा लेखा विभाग  
कार्यालय महालेखाकार(ले० एवं हक०)-प्रथम, उत्तर प्रदेश  
INDIAN AUDIT AND ACCOUNTS DEPARTMENT

Office of the Accountant General (A&E.) -I, U.P. Prayagraj.



सत्यमेव जयते

No. Accts-1/G.D.(Sty.)/Tender/F&A.A.(2023-24)/36691

Dated : 05.08.2024

**TENDER NOTICE FOR PRINTING OF REPORTS.**

Limited sealed tenders/quotations are invited for printing of **Finance & Appropriation Accounts** and **Accounts at a Glance** for the year **2023-24** in Hindi and English as per the following description and Terms & Conditions.

Sl.No.	Description of Work	Qty	Rate
<b>A</b>	<b>Processing printing in Single colour of</b>		
1	<b>U.P. Finance Accounts Volume I English version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white paper	115 (Signed)	
	Hard Rexin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
2	<b>U.P. Finance Accounts Volume II English version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white paper	115 (Signed)	
	Hard Rexin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
3	<b>U.P. Appropriation Accounts English version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white paper.	115 (Signed)	
	Hard Rexin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
4	<b>U.P. Finance Accounts Volume I Hindi version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white paper.	155 (Signed)	
	Hard Rexin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
5	<b>U.P. Finance Accounts Volume Hindi version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white		

Per leaf  
both side  
printing

	paper.	155 (Signed)	
	Hard Rixin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
6	<b>U.P. Appropriation Accounts Hindi version -</b>		
	Ordinary bound, printed on 100 GSM Super Maplitho white paper.	155 (Signed)	
	Hard Rixin Bound, printed on 150 GSM imported Sinarmas Super White art Paper.	20 (15 Unsigned 5 Signed)	
<b>B</b>	<b>Processing printing in Multi colour of</b>		
7	UP Accounts at a Glance English version Ordinary Bound on 220 GSM Super Maplitho White Paper (60 Pages, ±5).	135	
8	UP Accounts at a Glance Hindi version Ordinary Bound on 220 GSM Super Maplitho White Paper (60 Pages, ±5).	175	
<b>C</b>	<b>Processing and coloured printing of covers</b>		
9	300 GSM card sheet	1120	Per Book
10	Hard Rexing Bound	120	
11	Binding of Finance Accounts and Appropriation Accounts (Rixin and Ordinary bounding as per the description).	930	
12	Binding of Accounts at a Glance (Hindi and English both).	310	
13	QR code to be affixed/printed on the back cover of each book (valid for one year).	1240	

Sealed tenders should be addressed to the Sr. Deputy Accountant General/Admn, Office of the Accountant General (A&E)-I, 20 S. N. Marg, U.P., Prayagraj. Tenders may be sent by speed/registered post or deposit directly to the tender box placed outside the DAG/Admin chamber **on or before 28.08.2024 by 3:00 P.M.** The tenders will be opened on the same day at 4:00 P.M. No tenders will be accepted after the due date and time.

Sd/-

**Sr. Accounts Officer/GD(Sty.)**

### Terms and Conditions

1. **Printing Press Requirement:** The firm must own a printing press and have substantial experience in such type of work. Documents supporting this must be provided with the bid.
2. **Quality Assurance:** The quality, design, and colour consistency must be maintained. The firm's work will be monitored by a team of this office. Sample of previous books, for reference, can be reviewed at the office on working days.
3. **Approval of Final Copy:** A final copy, duly bound and printed on specified paper, must be approved by the competent authority before printing the full order.
4. **Delivery Timeline and Penalty:** All the unsigned copies, completed in all respect, must be delivered within 7 days of receiving the manuscript. A penalty of ₹ 5,000 per book per day will be applied for delays, capped at 20% of the total work order value. Delays due to factors beyond the firm's control may be excused. Rest of the books will have to be delivered to secretariat in Lucknow as per the timeline provided by them.
5. **Transportation:** The firm will have to bear the transportation charges for delivering the books from the press site to the Secretariat in Lucknow and will be responsible for any delays caused by postal authorities or transporters.
6. **Confidentiality:** Absolute confidentiality must be maintained throughout the process.
7. **Manuscript Handling:** The manuscript must be collected from and returned to the office immediately after printing and delivery.
8. **Earnest Money Deposit (EMD):** Quotations must include an EMD of ₹ 5000, in the form of a Demand Draft or crossed Banker's Cheque, payable to the Pay and Accounts Officer, Office of the Accountant General (A&E)-I U.P. Prayagraj. Bids without the EMD will not be considered.
9. **Refund of EMD:** The EMD will be refunded to unsuccessful bidders only after the successful bidder's offer is accepted.
10. **Performance Security:** The successful bidder must provide a performance security of 5% of the total work order value, in the form of a bank guarantee or FDR/TDR, valid for the duration of the contract plus an additional 60 days.
11. **Forfeiture of Security Deposit:** If the successful bidder fails to comply with the contract, their EMD or security deposit may be forfeited.
12. **Payment Terms:** Payment will be made after the successful delivery of all printed books, submission of the manuscript, and three copies of the bill. The work must meet technical specifications and quality standards.
13. **Tax Deductions:** Income Tax, TDS, and TDS on GST will be deducted at source as applicable.
14. **Jurisdiction:** Any disputes will be subject to the jurisdiction of courts in Prayagraj only.
15. **Authority's Decision:** The decision of the competent authority is final and binding, and tenders may be rejected or cancelled without assigning reasons.

Sd/-

**Sr. Accounts Officer/GD(Sty.)**