

**NOTICE INVITING QUOTATIONS
FOR PRINTING OF FLYER FOR EBLOODSERVICES MOBILE APP OF INDIAN RED CROSS SOCIETY (IRCS)**

1. Indian Red Cross Society (IRCS) invites sealed quotations for “**printing flyer for eBloodServices Mobile App of IRCS, NHQ Blood Centre**”. The sealed quotations should be submitted along with company’s profile, copy of registration, GST registration number, PAN number and sample print **on or before 19 December, 2022 by 5:00 pm** at IRCS, 1 Red Cross, Road, 5th floor, New Delhi-110001.
2. Outer Envelope for the proposal shall be sealed and super subscribed as “**Quotation for printing of Flyer for eBloodServices Mobile App of IRCS**”. The Name of bidder, contact person, designation, mobile number and email ID shall be clearly written on the envelop. There should be two envelopes inside outer envelop. One envelop should contain Price quotation as per Part 1 and be marked as financial bid. Second envelop should be marked as technical and contain the sample of flyer as per the specifications at para 4 in the bid document along with company’s profile, copy of registration, GST registration number, PAN number.
3. Price Quotation should be submitted in the format given in Part 1. Bidder shall be disqualified incase the sample is not provided in the technical bid envelop.

4. Scope of work

- i. Number of copies: 25000
- ii. Size of Flyer: 4.333 inch (width) X 11.6929 inches (height)
- iii. Design: Already designed by IRCS
- iv. Paper thickness: 90 GSM
- v. Paper Finish: Glossy
- vi. Packaging: Shrink wrap
- vii. Color: 4 color printing
- viii. Sides: Single side printing
- ix. Type of Printing: Offset
- x. Delivery date: 25 December, 2022
- xi. Delivery Place: 1 Red Cross Road, Delhi-110001

5. Award of Contract

- i. IRCS shall open Financial bid of only qualified bidders whose samples are approved. The decision of approval of sample shall be sole discretion of IRCS and no communication in this regard will be entertained.
- ii. Final selection would be made based on L1
- iii. In case any of the qualified bidders have quoted same L1, they will be given opportunity to revise the quotes. Even after that if quotes are same, the selection will be the sole discretion of IRCS.
- iv. IRCS will release the payment of the agreed Professional Fees to the selected Bidder after deduction of applicable taxes at source
- v. The decision of the IRCS regarding selection of agency will be final and binding and no communication in this regard will be entertained.

For any clarification the bidder may write to shikhachopra@indianredcross.org

Part1: Price Quotation Format

Bidders should quote price in following manner

SNo	Scope of work	Cost in INR including GST	
		In figures	In words
1	Total cost of printing per Flyer		

Yours faithfully,

Authorized Signatory

Name:

Designation:

Agency's corporate name

Address

Email

Contact number: Mob Landline