

## Annexure I

**RFP No: IFCI/CPD-CS/Limited Tender/2018-19/16**

### **EGM Notice - Technical Specifications**

**The dimensions of the EGM Notice including shall respectively be as follows:**

<b>S.no</b>	<b>Feature List</b>	<b>Specifications</b>	<b>Complied Yes/No</b>	<b>Remarks If Any</b>
<b>1</b>	<b>Quantity</b>	2,52,130 copies (Quantity may vary (+/- 10%) of the tentative requirement).		
<b>2</b>	<b>Printing</b>	1. Front Cover to be printed in 1 colour 2. Text to be printed in one color on both sides of the paper		
<b>3</b>	<b>Type Setting</b>	Phototype Setting		
<b>4</b>	<b>Binding</b>	Centre stitched ( nos. staples) One No. staple to close the booklet for posting.		
<b>5</b>	<b>Size</b>	21 cm x 27 cm (approx)		
<b>6</b>	<b>Capacity</b>	Approximately 14 pages (+/- 8 pages)over i.e. 7-11 leaves approx. including cover page		
<b>7</b>	<b>Paper</b>	35 GSM ITC Tribeni White paper		

Signature of the authorized person with Seal :

Name & Designation :

Organisation :

**PRICE BID FORMAT**

To,  
The IFCI Limited,  
IFCI Tower,  
61 Nehru Place,  
New Delhi – 110 019.

Dear Sir,

**Printing of EGM Notice for Shareholders ;Your Enquiry IFCI/CPD-CS/Limited  
Tender/2018-19/16**

In response to your above enquiry, we hereby submit our Bids as under for supply of EGM Notice as per specifications (Annexure – I, II & III).

(Price in Rupees)

Description	Qty*	Unit Price	Total Price excluding taxes (A)	Taxes & Duties (B)	Total Price (A+B)=C
Printing charges on 35 GSM ITC Tribeni White Paper	2,52,130				
Other charges, if any (Please specify)					
<b>Consolidated Total</b>					

\*Quantity may vary (+/- 10%) of the above quantity.

- Bidders shall mention all such taxes in quoted cost in the financial bid separately as per the format provided. If there is any reduction or increase in duties and taxes due to any reason whatsoever after submission of Bid by the Bidder, the same shall be passed on to the IFCI or service provider respectively.
- Bidders shall provide the price of their services in Indian Rupees and up to two decimal places only (for example: Rs 00.00) (exclusive of taxes)
- The Bid shall be valid for a minimum period of 90 days from the last date of OPENING OF Financial bids submission. Bidder should submit an undertaking in this regard. In exceptional circumstances IFCI may solicit the Bidders consent, to an extension of the period of validity. The request and response thereto shall be made in writing. The Bid security provided shall also be extended.
- All the terms and conditions contained in the bid document are acceptable to us.

**Signature of the authorized person with Seal:**

**Name & Designation:**

**Organization:**