

CONSULATE GENERAL OF INDIA, JEDDAH

TENDER NOTICE:

PRINTING OF VARIOUS ITEMS FOR USE IN CONNECTION WITH HAJ-2022

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 2022 operations.

2. The quotation, containing both technical bid and financial bid, should be submitted to Vice Consul (Haj), Consulate General of India, Jeddah latest by **Saturday, 30 April 2022** (till 1700 hrs). Technical and Financial bids must be submitted in two separate sealed envelopes with "Technical Bid" & "Financial Bid" clearly mentioned on the envelope. Both the envelopes should be put in a bigger sealed envelope at the time of submission to the Consulate.

3. Before submission of technical and financial bids, the interested companies are advised to go through this tender notice in detail. They may also attend a pre-bid meeting (optional, not mandatory) at Consulate General of India, Jeddah on **Thursday, 21 April 2022 (1400 hours)** to clarify their doubts, if any.

4. **REQUIREMENTS:** The items to be supplied to the Indian Consulate are:

Sl. No	Item Code	Description	Specification	Quantity
1	X-01	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
2	X-02	Identity cards for incumbents of Embassy serial camps at Mina & Arafat with serial number (03 colour) (IHPO, Makkah)	As per sample (Offset Printing)	500 Pcs
3	X-03	Identity cards for the staff posted on special duty at Mashaier Region	As per Sample (offset printing)	200 Pcs
4	X-04	Maktab Identity card	As per sample	300 Pcs

		(IHPO Makkah	(offset printing)	
5	X-05	Volunteer card (IHPO Makkah)	As per sample (Offset Printing)	2000 Pcs
6	X-06	Tri –colour paper sticker for pasting in the kitchen (IHPO, Makkah)	As per sample (Offset printing)	2500 Pcs
7	X-07	Toilet sticker indicating toilet No. (IHPO, Makkah)	As per sample (Offset printing)	500 Pcs
8	X-08	Tri Colour paper sticker indicating Floor No. (IHPO, Makkah)	As per sample (Offset printing)	500 Pcs
9	X-09	Qibla direction Sticker in two colour (IHPO, Makkah)	As per samples (Offset printing)	2500 Pcs
10	X-10	Notice regarding bed sheets (IHPO, Makkah)	As per sample (Offset printing)	300 Pcs
11	X-11	Tri-Colour paper Boarding Stickers (IHPO, Makkah)	As per sample (Offset printing)	5000 Pcs
12	X-12	Tri-Colour boarding Stickers (Haj Section, Jeddah)	As per sample (offset printing)	2500 Pcs
13	X-13	Tri-colour General Notice (IHPO, Makkah)	As per sample (Offset printing)	300 Pcs
14	X-14	Departure information Sticker A\$ Size (IHPO, Makkah)	As per sample (Offset printing)	500 PCS
15	X-15	Advisory to pilgrims in three different languages (IHPO, Makkah)	As per sample (Offset printing)	300 PCS
16	X-16	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)		75000
17	X-17	Bus stickers (Azizia Transport) different	AS per sample (Offset	1500 Nos

		colour (Azizia Transport)	printing) (Width 50 CM, Length 70 CM)	
18	X-18	Tri Colour flag (Cloth) (Azizia transport)	As per sample length 180 CMS – Width – 120 CMS	
19	X-19	Patients daily Statistics (No.1) (Medical Wing, IHPO, Makkah)	As per sample 1+1 (Offset printing)	10 Books (1 book 50 sets)
20	X-20	Report of High risk groups (HRG) – (No.2) – medical wing, IHPO, Makkah)	As per sample (Offset printing)	50 Books (1 book 100 pages)
21	X-21	Medical first information report-(No. 3)- (Medical wing, IHPO, makkah)	As per sample 1+ (offset printing)	15 books (1 book 100 Sets)
22	X-22	Admission File (No. 22) – (Medical Wing, OHPO Makkah)	As per sample (Offset printing) 10 Pages	2000 PCS Sets
23	X-23	Hospitalized patient report (No. 32) – (Medical Wing, IHPO, Makkah)	As per sample (Offset printing)	20 books (1 book 50 Pages)
24	X-24	Hospitalised patients daily diet sheet – (Medical wing-IHPO, Makkah)	As per sample (Offset printing)	1500 Sheets
25	X-25	O.P.D. Ticket –(Medical wing IHPO, Makkah)	As per sample (Offset printing)	2000 Books (1 Book 100 Pages)
26	X-26	Tri colour Room Printed) (IHPO, Makkah) Good Quility	As per sample Plastic sticker- Screen printing	20,000 PCS
27	X-27	Tri-Colour Building Sticker (Screen Printed) (IHPO, Makkah) Good Quility	As per sample Plasti Sticker- Screen Printing	300 PCS
28	X-28	Tri Colour vinyl Stickers- indicating Majtab Shoum Hujjaj Al Hind (In Arabic) for pasting on the (Coaster, Sedan cars of	As per sample Plastic Sticker- Screen printing	50 PCS

		the Mission) (IHPO, Makkah)		
29	X-29	Tri colour paper sticker indicating INDIA in the middle (IHPO, Makkah)	As per sample Plastic sticker-Screen printing)	1000 PCS
30	X-30	Tri Colour Stickers for Azizia transport (Azizia transport)	As per sample Plastic Sticker-Screen printing width 50 CM – Length 70 CM	75 NOS
31	X-31	Tri –Colour Bus Stickers (Azizia transport) (Azizia transport)	As per sample Inject printing length 2.75 Meter – Width 35 CMS	500 NOS
32	X-32	Complaint Register 25 pages binding and numbering buildings) (IHPO, Makkah)	As per sample (Offset printing)	300 PCS
33	X-33	General Complaint registers 100 pages with binding and numbering (For Branches) (IHPO, Makkah)	A3 Size as per sample (Offset printing)	15 PCS
SCREEN PRINTING				
34	Y-34	Preparation and supply of silk screen vinyl Branch wise building maps (after fixing the location of buildings through GPS)	300 Screen	0.65X0.45 MTS
35	Y-35	Preparation and Supply of silk screen vinyl compiled building map of Azizia (After fixing the location of buildings through GPS)	20 Screen	1.10X1.00 MTS
36	Y-36	Silk screen vinyl compiled building map of Makkah (After fixing the location of building through GPS)	20 Screen	1.10X1.00 MTS
37	Y-37	Preparation and supply of multi colour building	250 Offset	A3 Size

		map of Azizia and Makkah (Printed both sides) (After fixing the location of building through GPS)		
38	Y-38	Mina & Arafat maps multicolour (Double side) (After fixing the location of Maktab Nos. etc. by GPS)	20,000	A3 Size

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.

5. Technical Bid: The interested companies should submit a technical bid in a separate sealed envelope (with "Technical Bid" written over it) containing the following documents/ details: a) Copy of valid license and registration; b) Profile of the company, also reflecting experiences in the field

6. Financial bid:

i) the interested companies should submit a financial bid in a separate sealed envelope (with "financial bid" written over it) giving the **QUOTED RATE PER UNIT/PIECE FOR EACH ITEM** and the total amount for the indented quantity they want to bid for. The financial bid should be in the company letterhead in the following format:

Sl. No.	Item Code No. *	Item detail (specify size, manufacturer company name also, if applicable)	Rate per unit piece

*** Item Code number as per para 4 above is important.**

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

7. Opening of bids:

a) A Tender Evaluation committee of the Consulate may open the bids on **Sunday, 1st May 2022 at (1400 hrs)** at the Consulate. Exact date and time will be communicated in advance to all bidders.

b) In case of more than one companies quoting the same L1 rate for certain items, those companies will be asked to resubmit competitive rate (*only rates lower than the original quote will be entertained*) for those items in a sealed envelope by next day.

8. 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 may 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 may lead to blacklisting of the company and non-payment of any dues to be paid by the Consulate (if any).

9. Payment: Payment to the suppliers will be made either through bank transfer or cheque after the supply of the items demanded. Amount paid will be as per the actual order and at the pre-agreed rates.

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