

NORTHERN COALFIELDS LIMITED
Office of the General Manager, Nigahi
P.O.-Nigahi Colliery, Singrauli, M.P.

NO:- GM/NGH/PD/2016/1333

Dated :- 27-10-16

QUOTATION- NOTICE

Sealed quotations in single bid are invited for the following work who is having experience of similar nature of works, Vendor Code, PAN & TIN as per terms & conditions given below:-

Slno	Description	Quantity	Estimated Value(in Rs.)	Earnest Money(in Rs.)
1	Printing & Supply of Business Cards as per the enclosed specimen to all Executives of Nigahi Project. Printing of business card in dual language-english and hindi(front& back) in matt card with lamination with QR code.in black ink printing on 350 GSM or above white paper(the matter and details of executives to be provided in hard/soft copy by Nigahi Project)Size-90x54mm	215 set	64500.00	1290.00

Date & Time of Submission : 10.11.2016 upto 11.00 AM

Due Date & time of Opening : 10.11.2016 at 11.30 AM

1. The quotations should be dropped in the tender box kept in the office of Staff Officer (Personnel) Nigahi ,Distt-Singrauli (MP) upto the due date & time of submission mentioned above.
2. Earnest money should be furnished through Demand Draft only in favour of Northern Coalfields Limited, Nigahi Project payable on Union Bank of India or State Bank Of India, Nigahi Project along with Banker's Certificate pertaining to Earnest Money certifying the DD / Bankers Cheque has been prepared from the account of the quotationer . Quotations not accompanied with Earnest Money along with Banker's Certificate are liable to outright rejection . Earnest money payable at any other branch of Nationalized Bank of operating with Singrauli Coalfields will have to include an additional realization and service charges of Rs. 200.00 per Rs. 20000.00 or part thereof .
3. The Earnest Money will be retained in case of successful quotationer and will not carry any interest . It will be dealt with as provided in the tender document.
4. The envelope must be super-scribed with the Enquiry Number and due Date of Opening.
5. All pages of the offer should be typed on the letterhead of the quotationer and should be duly signed.

6. Period for supply of items : Within 30 Days
7. Consignee : SO(P), Nigahi
8. Paying Authority : AFM/Nigahi
9. Penalty will be imposed as per norms of NCL , if the supply of items is not done in time.
10. The quotation notice is hereby published on NCL/Govt. Website (1) <http://www.ncl.nic.in> (2) <http://tenders.gov.in>, for vast publication.
11. The company reserves the right to divide the work amongst two or more quotationers & accept or reject the quotation wholly or partly without assigning any reasons whatsoever.

Staff Officer (Personnel)
Nigahi Project

Distribution:-

1. GM, All Project
2. CVO, NCL, Singrauli
3. SO, All Project
4. AFM, Nigahi
5. Asstt. Manger(System), Nigahi-For display of on website.
6. All Notice Board