



C-DIT CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

No. C-DIT/09/TED-PRDN/2025-26/T690

Date: 12.09.2025

TENDER NOTICE

PRINTING AND SUPPLY OF STUDY MATERIALS ON A RUNNING CONTRACT BASIS

Sealed tenders are invited for the "Printing of study materials" on a running contract basis. The envelopes containing the tender should bear the superscription "*Tender for the Printing of study materials*" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending bidders may submit the tenders on their own papers by courier/post/hand. Last date for receipt of tenders is **23.09.2025, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on 23.09.2025** in C-DIT office in the presence of the bidders or their authorized representatives who may be present at that time. Details of the requirements including schedule, drawing, and other conditions can be downloaded from our website www.cdit.org

Thiruvananthapuram

12.09.2025

Sd/-

REGISTRAR



No. C-DIT/09/TED-PRDN/2025-26/T690

Date: 12.09.2025

TENDER TERMS

PRINTING AND SUPPLY OF STUDY MATERIALS ON A RUNNING CONTRACT BASIS

GENERAL TERMS AND CONDITIONS

- a) This Tender is invited for the “printing and supply of study materials” on a running contract basis at C-DIT.
- b) C-DIT reserves the right to cancel the tender without assigning any reason whatsoever

ELIGIBILITY CRITERIA OF BIDDER

1. The bidder should have three years of experience in similar work. The firm must have their own printing facility preferably in Thiruvananthapuram.
2. The bidder must have a currently valid GST registration certificate and PAN number (**Documents should be attached**).
3. Bidder shall not be blacklisted by any of the department/organizations of the Govt. of India/State Govt/PSUs. (**A self-declaration should be attached**).

SPECIFICATIONS

Sl.No	Parameter	Specification
1	Paper Size	Demmy ¼, A4 size
2	Paper type	60 GSM maplitho.
3	Printing	Inner pages - Mono colour (black) printing, content and number of pages will vary for each study materials. Minimum 30 pages and

		maximum 500 pages.
4	Cover Page	Multi colour cover page 170GSM Art paper.
5	Binding	Perfect binding.
6	Quantity requirements	Vary for each study materials. Minimum 25 quantity and maximum 5000 quantity may be printed.

OTHER TERMS AND CONDITIONS

1. **Contract Period: Initially for one year, extended up to two years on mutual consent, subject to satisfactory performance of the firm during the contract period.**
2. **The rate should be quoted for the unit shown in the list and tenders which do not indicate this essential information will not be considered.**
3. **The quoted rate should be inclusive of all taxes; transportation charges, supply at site and complete charges wherever not otherwise specified. No escalation of rates is admissible.**
4. **The supply shall be made at C-DIT office, Thiruvananthapuram. The supply address will be specified in the respective work orders issued to the successful bidder.**
5. The rate quoted for the work shall be final and no enhancement will be allowed under any circumstances. The enhancement of rate will cause the cancellation of the work order and security deposit will be forfeited.
6. The firm shall have all the infrastructure including advanced multi-colour printing, pre-press and post press facilities for undertaking the printing requirements of C-DIT on short notice.
7. Income tax as per rules will be deducted from the bill. The quoted amount will be treated as the total *amount inclusive of GST* and liability on account of GST and /or any other govt. taxes / levies that may arise on this contract shall be borne by the contractor in full and this must be reflected in the Invoice which is to be submitted after the completion of the work.
8. **No Advance Payment will be made.** Payment shall be made only after satisfactory supply of printed materials and submission of invoice thereafter.

9. The bidder shall submit the price offers in "FORM A" in a sealed envelope.
10. EMD: The bidder shall submit an amount of ₹ 5,000 as EMD, along with the tender in the form of Demand draft drawn in favour of Registrar, C-DIT payable at Thiruvananthapuram.
11. Agreement: Successful bidder shall have to execute a running contract agreement for the printing and supply of materials for a period of one year, which is extendable up to two years on mutual agreed terms and conditions.
12. Soft copy of content for printing will be provided by C-DIT with type setting.
13. Quality of printing must be at most. The items delivered should be as per the specification mentioned with clear visibility of contents. If found defective, the same has to be replaced immediately & total cost will be borne by the bidder.
14. Yearly anticipated quantity of study materials to be printed is attached as Annexure-I.
15. C-DIT reserves the right to reject any or all the tenders without assigning any reason thereof.
16. Payment: 100% payment shall be made against supply of full quantity of materials at site against submission of invoice.
17. If the tenderer furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
18. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation (Amendment) Act, 2015. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/Kerala will have exclusive jurisdiction over the same.
19. Authority: The authority for the acceptance of the tender rests exclusively with the C-DIT. The C-DIT does not undertake to accept the lowest or any

particular tender or to assign any reason whatsoever for the rejection of any tender.

20. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum to it. Corrigendum to this tender shall be published in the website **www.cdit.org**. Prospective bidders are advised to regularly visit the website to keep track of corrigendum, if any.

21. **In case of doubt:**

If the bidder has any doubt on technical specifications, please contact **Smt Resmi Chandan, HoD(TED), in Mobile Number: 9746070178.**

The last date for bid submission is 23.09.2025 03.00 PM.

The bid opening will be at 3.30 PM on 23.09.2025

Sd/
REGISTRAR, C-DIT



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ANNEXURE-I

Course	Subject Name	Page Count	Anticipated Annual quantity
I	Subject 1	184	1500
	Subject 2	188	1500
	Subject 3	400	1500
	Subject 4	256	1500
II	Subject 1	192	250
	Subject 2	124	250
	Subject 3	96	250
	Subject 4	124	250
III	Subject 1	148	250
	Subject 2	184	250
	Subject 3	152	250
	Subject 4	204	250
IV	Subject 1	160	1500
	Subject 2	112	1500
	Subject 3	152	1000
	Subject 4	100	1000
V	Subject 1	264	200
	Subject 2	56	200
	Subject 3	184	200
	Subject 4	140	200

VI	Subject 1	184	200
	Subject 2	304	200
	Subject 3	96	200
	Subject 4	156	200
VII	Subject 1	248	50
	Subject 2	56	50
	Subject 3	240	50
	Subject 4	-	50
VIII	Subject 1	352	200
	Subject 2	124	200
IX	Subject 1	192	200
	Subject 2	-	-
X	Subject 1	264	300
	Subject 2	128	300
XI	Subject 1	376	300
	Subject 2	156	300



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FORM -A

TENDER FOR PRINTING AND SUPPLY OF STUDY MATEIALS

Quote No.

Date:

SI No	Total Pages	Rate for Number of Copies							
		Up to 250	Between (251 & 500)	Between (501 & 1000)	Between (1001 & 1500)	Between (1501 & 2000)	Between (2001 & 3000)	Between (3001 & 4000)	Above 4000
1	Up to 50								
2	Up to 100 (B/W 51-100)								
3	Up to 150 (B/W 101-150)								
4	Up to 200 (B/W 151-200)								
5	Up to 250 (B/W 201-250)								
6	Up to 350 (B/W 251-350)								
7	Up to 500 (B/W 351-500)								

* Rate should be quoted including GST, Transportation charges and delivery at site.

Bidder Name:

Address:

Mobile No.

e-mail id:

Date

Signature

Office Seal