

**V.V.GIRI NATIONAL LABOUR INSTITUTE
SECTOR – 24, NOIDA – 201301 (U.P.)**

Tel: 120-2411533, 2411534, 2411536

Annual Contract for Supply of Newspapers

Date of Advertisement : 20.07.2017

Date of Issue of Tender :

Last Date for submission of
Tender : 09.08.2017 by (3.00 p.m.)

Date of Opening of
the tender : 09.08.2017 at (4.00 p.m.)

Tender form issued to :

Signature of issuing officer

(The tender envelope should be marked with Tender for "Annual Contract for Supply of Newspaper")

**V.V. Giri National Labour Institute
Sector -24, NOIDA (U.P.)**

Tender Notice

The Institute invites sealed tenders for annual contract for supply of Newspapers. The supplier should be Noida based & preferably supply between 5 to 6 AM daily. The intended bidders may obtain tenders from the Institute on payment of Rs. 500/- (Non refundable) and submit their tender within 21 days of publication of this advertisement. For further details, visit Institute website www.vvgnli.gov.in

(H. S. Rawat)
Administrative Officer

**वी.वी. गिरि राष्ट्रीय श्रम संस्थान
सैक्टर - 24, नौएडा, उ०प्र०
निविदा सूचना**

वी.वी. गिरि राष्ट्रीय श्रम संस्थान अखबारों की आपूर्ति हेतु मुहरबंद निविदाएं आमंत्रित करता है। आपूर्तिकर्ता नौएडा का निवासी होना चाहिए तथा अखबारों की आपूर्ति अधिमानतः प्रतिदिन प्रातः 5.00 से 6.00 के बीच करनी होगी। इच्छुक बोली-दाता निविदा फार्म 500 रूपए (अप्रतिदेय) का भुगतान कर संस्थान से प्राप्त कर सकते हैं तथा अपनी निविदाएं इस विज्ञापन के प्रकाशन के 21 दिन के अंदर संस्थान में जमा कर सकते हैं। अधिक जानकारी के लिए कृपया संस्थान की वेबसाइट www.vvgnli.gov.in देखें।

(एच. एस. रावत)
प्रशासन अधिकारी

V.V. Giri National Labour Institute
Sector-24, NOIDA
District Gautam Budh Nagar
Uttar Pradesh-201301

Performa for Newspaper supplier

1. Name of Vendor /Supplier : _____
2. Full Address of Vendor /Supplier : _____

3. Contract No. : _____
4. Permanent Account Number : _____
5. Aadhaar Number : _____ E-Mail _____
6. Name /address **of Institutions where you are currently supplying Newspapers in the table:**

S.N.	Name of the Institutions	Number of Newspapers supplied	Starting period of supply

(If space is not sufficient then provide separate sheet along with Signature)

7. Number of clients : _____
(Where you are supplying newspapers)
8. % age of discount : _____
9. **Direct agent of Newspapers agency(ies)** : _____
(If any, please specify name of Newspapers)

(Note: All above fields are compulsory & need to fill by hand along with supporting documents. Newspapers will be delivered between 5 to 6 AM daily. Sealed Filled form with fees will be submitted before or on date to the Administration.)

Name of Vendor / Suppliers:
Date:

(Signature)

V.V. Giri National Labour Institute

**Sector-24, NOIDA
District Gautam Budha Nagar
Uttar Pradesh-201301**

Term and Conditions for supply of newspapers

1. **Bill:** The pre-receipted bills should be submitted for payment in quadruplicated drawn in the name of **V.V. Giri National Labour Institute, NOIDA** attached with supporting voucher of challen duly receiving signature of Security Guard / receptionist. The bill of Library and Hostel should be submitted separately in respective section. The original bill (s) should be duly stamped in case the amount exceeds ` 5000.00 with clearly mention order number & date. The bills will be submitted by end of month or first week of next Month for payment.
2. **Contract Period:** The contract for the supply of newspapers will be for one (01) year from the date of award of contract and it may be extended further on the same terms and conditions on year to year basis, if the performance of the suppliers is found satisfactory but the maximum period of contract shall not be more than three years. If the services are not found satisfactory the contract period will suspended without any reasons. The Working are of Supplier should be NOIDA based and preferably experience of supply newspapers in the Institution(s) / Organization(s).
3. **Delivery:**
 - i.) The vendor should supply the newspapers between 05.00 AM to 06.00 AM every day.
 - ii.) The vendor will ensure to undertake supply of newspapers in English, Hindi & other regional languages published from Delhi, Noida and other parts of the country.
 - iii.) The quantity & name of newspapers will be fixed in the library.
 - iv.) The quantity & name of newspapers will vary on daily / weekly basis in the Hostel.
 - v.) Damaged newspapers & missing pages shall have to accept back by the supplier even after they have been stamped and payment of those newspapers will not be made.
4. **Consignee:**
 - i.) Library, V.V. Giri National Labour Institute, Sector-24, NOIDA-201301, Distt. Gautam Budha Nagar (U.P.).
 - ii.) Hostel Receptionist, V.V. Giri National Labour Institute, Sector-24, NOIDA-201301, Distt. Gautam Budha Nagar (U.P.).
5. **Payment:** **Advance payment will not be made.** Payment will be made in Indian Rupees only through account payee cheque / e-payment within reasonable time i.e. 30 days from the receipt of bills. Permanent Account Number (PAN No.) shall be also printed on Bills.