



No.4-202/2017-NCW(A)

Dated: 11.01.2018

CORRIGENDUM

NATIONAL COMMISSION FOR WOMEN

Open Tender Mode

TENDER FOR PRINTING OF NCW CALENDAR, 2018

Last date and time for submission of bids: 15.01.2018 upto 1500 Hrs.

Date and time of opening of cover I : 15.01.2018 at 1530 Hrs.

Date and time of opening cover II : 15.01.2018 at 1700 Hrs.

NATIONAL COMMISSION FOR WOMEN

TENDER FOR PRINTING OF CALENDAR

SECTION 3- SCOPE OF WORK

FOR CALENDAR - 2018

S.No	Particulars	Calendar
1	Size	20 width x 20 height (inches)
2	Paper Quality	170 GSM art paper
3	Printing	4 colour offset
4	Binding	Wiro binding
5	Quantity	+ 1000 (one thousand only)
6	No. of leafs with back to back printing	4
7	Each page other than cover page to have two months and on material relating to one advertisement	
8	Details of RH/ Gazetted Holidays to be on the back of cover page	

TECHNICAL SPECIFICATIONS

1	Tenderer shall submit the required documents in Cover-I containing Technical bid and Cover-II containing Financial bids.
2	Cover-I shall be marked as TECHNICAL BID and shall contain documents / information as stated in the terms and conditions of the tender document as well as the Annexure.
3	The financial bids shall be opened in respect of bidders who are qualified in the technical bid
4	All specifications must be duly signed, failing which the same will not be considered.
5	Tender must accompany an EMD of Rs.10,000/- (Rupees ten thousand only) in the form of Bank Draft/Bank guarantee /FDR drawn/hypothecated in favour of Pay & Accounts Officer, National Commission for Women and payable on any Commercial Bank at New Delhi.

TERMS & CONDITIONS FOR PRINTING OF CALENDAR

1. Eligibility Criteria:

- a) The Applicant must have a valid GST Registration (Self-attested copy Registration to be attached).
- b) The Applicant must have a valid PAN No. (self-attested copy of PAN Card to be attached).
- c) The Applicant must have experience of similar work in Government Organizations (Ministries/Departments of Government of India/Autonomous Bodies/Public Sector Undertakings).
- d) The Applicant must not have been blacklisted by any Govt. Department and must not have any criminal case registered against the firm or its owner/partners anywhere in India. An Undertaking on Letter Head in this regard is to be attached.
- e) The Applicant must have own Printing Press with modern technology, which must be in located in the nearby area of NCW office at Jasola, Delhi or NCR. Applicant not having own Printing Press will not be considered. The printing press must be registered as per existing norms from Government Department or should have a License/Registration to run the press issued by concerned local Govt. body or Declaration before the Police Commissioner/Magistrate for running/having a press. Self-attested copy of Registration of the Press as per existing norms from Government Department to be attached.

General Terms and Conditions :

1. The Printer entrusted with the Printing Job shall make arrangements to collect all material such as manuscripts, proofs, CDs, Print Order, printing material, photographs, etc. at his own cost and expenses from the office of the NCW immediately when intimated even on odd hours and holidays. The material after duly edited should be printed and delivered in the office of the NCW. NCW Office is located at plot No.21, Jasola Institutional Area, New Delhi – 110025

2. Printer should be fully equipped with all facilities to handle the printing jobs in a given time frame. Printer should have in-house creative designing facilities. Printer must be capable of executing urgent jobs round the clock in case of exigency. The Printer entrusted with the job for printing shall execute the work in most professional manner maintaining high standards of Printing. The delay in the delivery of the printed material in accordance with the time schedule specified by NCW or bad quality of printing etc, shall render the printer liable to any or all of the following:

- (a) Cancellation of the order totally or partially.
- (b) Forfeiture of Security Deposit.
- (c) Imposition of Penalty
- (d) Termination of the Contract Agreement.

The discretion of the NCW in this regard shall be final and binding.

3. The NCW reserves the right to enhance/reduce/restrict/cancel the work order in the following situations by revising the work order:

- (a) Inordinate delay committed by printer in collecting or delivery of manuscript/proof/printed material, etc from the NCW.
- (b) Unsatisfactory progress of the job at the printer's end noticed during monitoring by the NCW.
- (c) Sub-standard quality of printing, binding, paper etc. noticed at any stage.
- (d) Increase or Reduction in Requirement.

4. Printer can be removed/blacklisted for following reasons:

- (i) Refusal of job.
- (ii) Inordinate delay in executing the job
- (iii) False/forged submission of documents
- (iv) Poor quality/unsatisfactory execution of printing.
- (v) Short supply of printed material.
- (vi) Any other administrative/technical reasons.

5. Once the job is assigned to the printer, it cannot be refused by the printer. A penalty can be imposed on the printer if he fails to deliver the job in time beside other suitable action which will be ascertained at that particular situation. The job should be completed within the delivery schedule

6. The printer shall submit a complete bill/invoice along with the Delivery Challans, and a copy of purchase order issued to him. Payment will be made only after job is delivered completely in all respects. No part payment or advance payment will be made. No interest will be payable on the delayed payments.

7. The rates quoted by the Printer must be inclusive of all proofs, charges, levies, etc. except GST. GST shall be paid extra as applicable from time to time. No other charges shall be paid. It may be noted that NCW can ask for any number of proofs for approval and will not pay separately for any such proofs asked before final printing. The NCW will be deducting TDS at the rates applicable from time to time

8. It will also be the discretion of the NCW to entrust the aforesaid entire printing job to one firm or award it phase wise to different firms. Decision taken in this regard by the NCW shall be the final and binding on the contracted firm.

9. Applications received unsealed, without EMD and after the due date will not be entertained under any circumstances.

10. The EMD of unsuccessful bidder will be refunded without any interest after finalization of the tender.

11. The documents attached with the quotations are sacrosanct for

considering any application as a complete application. It is, therefore, important that all documents duly completed and signed, are attached failing which the application is liable to be treated as incomplete and ignored.

12. The NCW reserves the right to accept/reject any or all the applications in whole or in part without assigning any reason whatsoever and is not bound to accept the lowest bidder.

13. The NCW reserves the right to reject the material supplied in case it is of inferior quality and is not of requisite standard.

14. The successful applicant shall be asked to submit a Security Deposit of Rs. 50,000/- (Rupees fifty thousand only) by way of Demand Draft/Pay Order/FDR from a scheduled bank in favour of "Pay & Accounts Officer, National Commission for Women" payable at New Delhi. The Security Deposit will be refunded after the execution of the order remain with NCW till the printer is on the panel of the NCW and no interest will be paid by NCW on security money deposited by the Printer. This Security Deposit may be forfeited if printer is found guilty of breaching the Contract.

15. The EMD deposited by the successful applicant shall be refunded after receipt of Security Deposit.

16. The date of declaration of qualified Printers will be declared at the discretion of NCW which would be intimated by Speed Post/Registered Post or E-Mail.

17. Agreement shall be signed with the successful applicant as per specimen enclosed.

18. Termination of the Contract :

- a) NCW shall be at liberty at its entire discretion to terminate this contract forthwith at any time without assigning reason or breach or default of any of the terms and conditions contained herein.
- b) Insolvency or dissolution of the partnership firm Liquidation, whether voluntary or otherwise or passing of an effective resolution for winding up, if it is a company or co-operative society.
- c) If any partner of its firm or any member of its co-operative society shall be convicted of any criminal offence.
- d) If Agency/firm shall either by himself or by his servants commit/committed any act which, in the opinion of the NCW, whose decision in that behalf shall be final, is prejudicial to the interest or good name of the NCW.

19 Decision of the NCW in regard to interpretation of the Terms and Conditions and the Agreement shall be final and binding on the Printer.

21 In case of any dispute between the Printer and NCW, NCW shall have the right to decide. However, all matters of jurisdiction shall be at the local courts located in Delhi.

ANNEXURE II

INFORMATION/DOCUMENTS TO BE FURNISHED ALONGWITH APPLICATION

S. No.	Particulars	To be filled by the bidder
1(A)	a) Name of the firm/agency b)Address c)Name of Proprietor/Partner(s) d)Telephone No. e)Mobile No. f)E-Mail Address g)Name(s) of Business Partner(s)	
1(B)	Name and Address of the Press Telephone No. Name and address and Mobile No. of contact person	
2	PAN Number(self-attested copy of Pan Card to be attached)	
3	GST Registration No. (self-attested copy of Registration to be attached)	
4	The year since when the printing press is in existence (must be in existence at least for the last three years)	
5	Whether the Press is Registered as per existing norms from Government Department? Self-attested copy of Registration of the Press/attested copy of License/ Declaration for running/having a press to be attached)	

6	Turnover in the last three assessments years (self-attested copy of audited Balance Sheet & Profit & Loss Account for the Financial Years of three years and Income Tax Returns, duly acknowledged by Income Tax Department for the Assessment Years for the last three years to be attached)	
7	Whether terms and conditions of the Application are acceptable? (Annexure I duly signed and stamped to be attached as a token of acceptance.	
8	List of the Governmentt Organizations in which the Printer is on the approved panel for printing work:((Documentary Evidence to be attached)	1. 2. 3.
9	List the Govt. Organizations (Ministries / Departments of Government of India / Public Sector Undertakings) where the bidders have experience of similar work during the period for the last three years. Self -attested copy of performance certificate to be attached.	1. 2. 3.
10	Details of EMD: Draft No. Date Name of the Bank/Branch	

11	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or any criminal case is registered against the firm or its owner/partners anywhere in India?(If no, an undertaking to this effect on letter head is to be attached)	
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(Signature of the authorized person)
Name
Designation
Seal

DESIGN OF THE CALANDER



GAZETTED HOLIDAYS

Sl. No.	Holiday	Date	Date	Date	Day	
1933 Act No. 1						
1.	Good Friday	January	28	Chennai	05	Friday
2.	Maha Shivaratri	February	14	Madurai	22	Wednesday
3.	Vai	March	02	Madurai	11	Friday
1941 Act No. 1						
4.	Mahavijayanti	March	29	Chennai	08	Sunday
5.	Good Friday	March	30	Chennai	09	Friday
6.	Good Friday	April	02	Madurai	10	Monday
7.	Mel Thai	June	09	Madurai	28	Saturday
8.	Independence Day	August	15	Chennai	24	Wednesday
9.	Vaishakhi (Shak)	August	22	Chennai	31	Wednesday
10.	Gandhi Jayanti	September	02	Chennai	10	Monday
11.	Mahatma Jayanti	September	21	Chennai	30	Friday
12.	Mahatma Jayanti (Shak)	October	02	Chennai	10	Tuesday
13.	Dussehra	October	19	Chennai	27	Friday
14.	Dussehra (Madurai)	November	07	Madurai	15	Wednesday
15.	Mahavijayanti (Maha Shivaratri)	November	21	Chennai	30	Wednesday
16.	Surya Namini Jayanti	November	21	Madurai	30	Friday
17.	Christmas Day	December	25	Chennai	34	Tuesday

RESTRICTED HOLIDAYS

Sl. No.	Holiday	Date	Date	Date	Day	
1933 Act No. 1						
1.	New Year's Day	January	01	Chennai	11	Monday
2.	Maha Shivaratri	January	14	Chennai	24	Sunday
3.	Pongal	January	18	Chennai	28	Sunday
4.	Basant Purnima (Sr Purnima)	January	22	Madurai	32	Monday
5.	Good Friday	January	28	Madurai	38	Wednesday
6.	Basant Purnima (Sankranti)	February	12	Madurai	22	Saturday
7.	Good Friday	February	18	Madurai	28	Monday
8.	Vai (Madurai)	March	02	Madurai	12	Tuesday
9.	Chaitra Sankranti (Madurai)	March	18	Madurai	28	Sunday
1941 Act No. 1						
10.	Pongal	March	25	Chennai	34	Sunday
11.	Good Friday	April	02	Chennai	11	Sunday
12.	Good Friday	April	02	Chennai	11	Sunday
13.	Vaishakhi (Madurai)	April	19	Chennai	28	Saturday
14.	Vaishakhi (Madurai)	April	19	Chennai	28	Saturday
15.	Basant Purnima (Madurai)	May	02	Madurai	12	Wednesday
16.	Jyestha Sankranti	June	18	Madurai	28	Friday
17.	Good Friday	July	14	Madurai	24	Monday
18.	Pongal (Madurai)	August	17	Madurai	27	Friday
19.	Onam (Madurai)	August	25	Madurai	35	Saturday
20.	Good Friday	August	28	Madurai	38	Sunday
21.	Vaishakhi (Madurai)	September	12	Madurai	22	Tuesday
22.	Dussehra (Madurai)	October	19	Chennai	29	Friday
23.	Dussehra (Madurai)	October	19	Chennai	29	Friday
24.	Dussehra (Madurai)	October	19	Chennai	29	Friday
25.	Mahavijayanti (Madurai)	October	29	Chennai	39	Monday
26.	Good Friday	October	27	Chennai	37	Sunday
27.	Dussehra (Madurai)	November	07	Chennai	17	Tuesday
28.	Good Friday	November	07	Chennai	17	Tuesday
29.	Vai (Madurai)	November	09	Chennai	19	Thursday
30.	Vai (Madurai)	November	09	Chennai	19	Thursday
31.	Prathma Sankranti (Madurai)	November	13	Chennai	23	Monday
32.	Good Friday	November	24	Madurai	34	Sunday
33.	Christmas Day	December	25	Chennai	35	Monday



National Commission
for Women



Pre-Conception and Pre-Natal Diagnostic Techniques Act, 1994

- Prohibition observed practices of female foeticide and arresting the declining sex ratio
- Criminalizing sex determination or sex selective is punishable offence under the Act
- Regulation of pre-natal diagnostic techniques for detecting genetic disorders or abnormalities and prevention of the misuse of such facilities for sex determination and female foeticide

JANUARY/ जनवरी

2018

FEBRUARY/ फरवरी

रविवार SUN	सोम MON	मंगल TUE	बुध WED	गुरु THUS	शुक्र FRI	शनि SAT	रविवार SUN	सोम MON	मंगल TUE	बुध WED	गुरु THUS	शुक्र FRI	शनि SAT
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			

01 - New Year's Day 14 - Makar Sankranti & Pongal 21 - Smart Fractions (in Pakistan)
22 - Republic Day 31 - Gov. Nandani's Birthday

01 - Ganga Dussehra (Eastern Region)
11 - Maha Shivaratri 15 - Shivaraj Jayanti



National Commission
for Women



The Protection of Women from Domestic Violence Act, 2005

- Protection against domestic violence in any form of physical, verbal, sexual, emotional or economic violence that harms the woman's health or well-being.
- Provision for assistance by Police, Protection Officer, Service Provider
- Feasibility of approaching Magistrate and getting protection orders/ other reliefs

MARCH/ मार्च

2018

APRIL/ अप्रैल

रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT	रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

01 - India Darshan/Dayan; 02 - Hk; 03 - Chhota Sahasr/Sudh/Pooja/Sudh/Chh/Chh; 04 - Sun/Aravind; 05 - Good Friday

01 - Easter Sunday & Ravana's Birthday; 02 - Good Friday/Chh/Chh; 03 - Good Friday; 04 - Good Friday; 05 - Good Friday



National Commission
for Women



The Dowry Prohibition Act, 1961

- Prohibits giving or taking dowry and makes it a punishable offence
- Demanding or advertising to offer dowry punishable under the Act
- Obligation to prepare a list of gifts and presents

MAY/ मई

2018

JUNE/ जून

रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT	रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30



National Commission
for Women



Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

- Secures women's right to safe and secure workplace environment free from all forms of harassment
- Establishes grievance redressal mechanism to prevent sexual harassment at workplace
- Setting up of an Internal Complaints Committee in each organisation with 10 or more employees
- Setting up of a 'Local Complaints Committee' at the District level for organisations with less than 10 employees or empowers into complaints against employer in any organisation

JULY/ जलाई

2018

AUGUST/ अगस्त

रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT	रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT
	1	2	3	4	5	6	7			1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

11 - 30/10/18

15 - Independence Day, 17 - First New Year's day/Pravasi
21 - Good Friday/Good, 23 - Ganesh Visarj Day, 24 - Raksha Bandhan



National Commission
for Women



Maternity Benefits Act, 1961

- Provision for maternity benefits including paid leave, medical benefit to women workers
- Provision for 26 weeks of maternity leave where a minimum of 80 days service has been rendered during preceding 12 months
- Provision for 12 weeks paid leave in cases of adoption, surrogacy

SEPTEMBER/ सितम्बर

2018

OCTOBER/ अक्टूबर

रविवार SUN	सोम MON	मंगल TUE	बुध WED	गुरु THUS	शुक्र FRI	शनि SAT	रविवार SUN	सोम MON	मंगल TUE	बुध WED	गुरु THUS	शुक्र FRI	शनि SAT
30						1	1	2	3	4	5	6	7
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			

01 - जन्माष्टम 11 - महाशिवरात्रि 13 - अक्षय्य 14 - अक्षय्य 15 - महाशिवरात्रि 16 - महाशिवरात्रि 17 - महाशिवरात्रि 18 - महाशिवरात्रि 19 - महाशिवरात्रि 20 - महाशिवरात्रि 21 - महाशिवरात्रि

01 - महाशिवरात्रि 02 - महाशिवरात्रि 03 - महाशिवरात्रि 04 - महाशिवरात्रि 05 - महाशिवरात्रि 06 - महाशिवरात्रि 07 - महाशिवरात्रि 08 - महाशिवरात्रि 09 - महाशिवरात्रि 10 - महाशिवरात्रि 11 - महाशिवरात्रि 12 - महाशिवरात्रि 13 - महाशिवरात्रि 14 - महाशिवरात्रि 15 - महाशिवरात्रि 16 - महाशिवरात्रि 17 - महाशिवरात्रि 18 - महाशिवरात्रि 19 - महाशिवरात्रि 20 - महाशिवरात्रि 21 - महाशिवरात्रि 22 - महाशिवरात्रि 23 - महाशिवरात्रि 24 - महाशिवरात्रि 25 - महाशिवरात्रि 26 - महाशिवरात्रि 27 - महाशिवरात्रि 28 - महाशिवरात्रि 29 - महाशिवरात्रि 30 - महाशिवरात्रि 31 - महाशिवरात्रि



The Hindu Succession Act, 1965

- Daughters' right to joint Hindu family property.
- Deceased, divorced, widowed women have the right of residence in her parent's house.

NOVEMBER/ नवम्बर

2018

DECEMBER/ दिसम्बर

रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT	रविवार SUN	सोमवार MON	मंगलवार TUE	बुधवार WED	गुरुवार THUS	शुक्रवार FRI	शनिवार SAT
				1	2	3	30	31					1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29

01 - Deepavali (South India), 04 - Hanaka Chaturdasi, 07 - Dussehra (Deepavali), 09 - Ganesh Navami, 09 - Dussehra, 11 - Prophet's Birth in Surin (Santokh Ji Maharaj), 21 - Milad-un-Nabi or Mawlid (Birth of Prophet Muhammad), 22 - Guru Nanak's Birthday, 24 - Guru Tegh Bahadur's Martyrdom

25 - Christmas Eve, 26 - Christmas Day