



**THE MAHARASHTRA AGRO-
INDUSTRIES DEVELOPMENT
CORPORATION LIMITED**

(A Govt. of Maharashtra Undertaking)
(Registered under the Companies Act, 1956)
CIN NO.U05000MH1965SGCO13380

• **Head Office :**

Krushi Udyog Bhavan, Dinkarrao Desai Marg,
Aarey Milk Colony, Goregaon (East),
Mumbai 400 065.

Telephone : 29272027

Fax : 28719398 / 28719399

Email : admin@maidcmumbai.com

Ref.No.MAIDC/Publicity/Appointment of ad agency/8180

Date: 10.11.2017

E-TENDER NOTICE

Subject: Enquiry for Appointment of Advertising Agency

Online digitally signed tenders are invited for Advertising Agency for release of our tender notices in various newspapers on yearly contract basis, as per terms & conditions mentioned below.

Tenders to be submitted on Department's e-tendering portal i.e <https://mahatenders.gov.in> in two online envelope system marked as Technical Envelope – T1 and commercial Envelope C-1. Tender forms are available for download on above mentioned e-tendering portal. Tender forms are not transferable.

TECHNICAL BID (T1)

Following documents should be uploaded in online Technical Envelope (T1) in RAR format. These documents need to be digitally signed by individual Bidder's digital signature and uploaded during online bid preparation stage.

1. P.A.N
2. G.S.T Registration
3. Copy of Registration Certificate of Firm/Organization/Industry
4. Corporate Identity Number i.e. CIN No.(If applicable).
5. Tax deduction and collection Account Number (TAN) No.
6. List of major clients of the bidder on his letter head.
7. Legal valid documents to prove that the person signing the tender is authorized to do so
8. Copy of Company Information as per format enclosed (Proforma – I) on letter head of firm.
9. Latest Income Tax Return 2015-16 & 2016-17
10. Government purchase enlistment certificate (if applicable)

COMMERCIAL BID (C1)

All financial offers must be prepared and submitted online (An online form will be provided for this purpose in Online Commercial Envelope (C1), during **Online Bid preparation** stage) any bidder should not quote his offer anywhere directly or indirectly in Technical Envelope (T1), if found so bid will be rejected.

Tenderer can purchase tender form by making online payment of Rs 1,200/- (Rupees one thousand two hundred only) and download tender form from above mentioned e-tendering portal as per the date and time mentioned in the tender schedule. bidder who had valid exemption certificate from Government of India shall be exempted.

Tenderers are required to complete online bid preparation as per the date and time mentioned in the Tender schedule.

Sr. No.	MAIDC Stage	Start date and time
1.	Release of tender	10-11-2017 12.00
2.	Bid Preparation & tender closing	25-11-2017 17.00
3.	Technical opening	27-11-2017 14.00
3.	commercial bid opening	28-11-2017 14.00

Informative Officer

Shri.Keni - 88888 42305

The bidders are required to download the tender form for the above contract applied online and submit their bid online ONLY. Manual bids for the same shall not be considered in any circumstances.

The interested bidders will have to make online payment of Earnest Money Deposit (using net banking) of Rs 50,200/- (Rupees Fifty thousand two hundred only) bidder who had valid exemption certificate from Government of India shall be exempted

For any further assistance on e-tendering (registration/upload/download) please contact Help desk on telephone number 0120 – 4200642,0120-4001002,0120-4001005 Mobile : 8826246593,e-mail : support-eproc@gov.in

The M.A.I.D.C reserves all right to accept or reject any or all tenders in part or full without assigning any reason whatsoever.

(Mahendra Borse)
Dy. General Manager (Admn/Pub.)

Terms & Conditions

1. The matter of tender notice to be published will be provided by our corporation either in English and/or Marathi within 48 hours in advance through fax along with release order indicating the names of newspapers and their editions in which the concerned tender notice to be published.
2. You have to undertake the responsibility of proof reading of matter before publishing the tender notice. in some cases they may have to carry out the translation of matter for publishing the tender in regional languages.
3. The designing and the artwork charges will be borne by them.They have to take the precaution that the tender notice is published in minimum possible size.if there is any discrepancy/error/mistake in published tender notice,they will arrange to makeup the same at their cost by issuing corrigendum.
4. After publishing the tender notice in newspapers you may have to submit their bill in duplicate along with a copy of all concerned newspapers (you have to provide the separate copy for each edition) and current standard tariff card of newspapers for ready reference.
5. The payment of your bill will be released as early as possible from our end provided that their bills are supported with necessary documents.TDS (Tax Deduction at Source) will be deducted from their bill as applicable.
6. Please note your PAN/G.S.T number should be mentioned on your bill.
7. All disputes are subjects to Mumbai jurisdictions.
8. The Contract will be for a period of 12 months from the date of work order.The contract may be terminated by giving one month notice on either side.

Yours faithfully
For The M.A.I.D.C Ltd

(Mahendra Borse)
D.G.M (Admn/Pub)

Company's Letterhead

Commercial Bid (C-1) (Scan copy to be uploaded)

Publication	Edition	Card rate per sq cm (b & w)	Special discount in %	Offered rate per sq cm	Agency discount in %	Taxes (if any)	Net rate offered per sq cm
Times of India	Mumbai						
	All Maharashtra						
Economic times	Mumbai						
	All Maharashtra						
Maharashtra times	Mumbai						
	All Maharashtra						
Loksatta	Mumbai						
	All Maharashtra						
Lokmat	Mumbai						
	All Maharashtra						
Pudhari	Mumbai						
	All Maharashtra						
Sakal	Mumbai						
	All Maharashtra						
Tarun Bharat	Mumbai						
	All Maharashtra						
Indian Express	Mumbai						
Business standard	Mumbai						
	All Maharashtra						
Navbharat times	Mumbai						
D.N.A	Mumbai						
Hindustan times	Mumbai						
Free press journal	Mumbai						
Nav shakti	Mumbai						
Puny Nagari	Mumbai						
Prahar	Mumbai						
Samna	Mumbai						
Samna	All Maharashtra						

All rates are inclusive of all taxes and duties

Date :

Place :

Signature of authorized person
With name, designation & seal

Envelope

Envelope 'C-1' Price Bid should be submitted online only.

- 1) Rates should be submitted with detailed bifurcation such as Basic rate (inclusive of transportation), G.S.T etc.
- 2) Bidders are requested to quote the rates in figures.
- 3) The Envelope C-1 is to be uploaded online according to the key dates of the Tender Schedule. Bidder shall not be able to fill any bids/quotes once the Bid Preparation date is expired.
- 4) If any discrepancy is found in submission of tender as specified above, the tender offer is liable to be rejected.
- 5) Offer will be opened as per the schedule mentioned in the e-tender notice the online tender opening will be done at our Goregaon office on the scheduled date in presence of tenderers or their representative if present at the time of opening.

(Mahendra Borse)
Dy. General Manager (Admn/Pub.)

Proforma – I
Format of company information

Name of the company :	
Registered office address	
Address for correspondence:	
Name of the authorized signatory	
Designation of the authorized signatory	
Mobile No. of the authorized signatory	
Name of the other contact person	
Designation of the contact person	
Mobile no of the contact person	
Land line Nos. of the company	
Fax Nos. of the company	
e-mail address of the company	
GST Registration No.	
PAN No.of the company	
Bank details of the company for payments by RTGS	
a) Beneficiary Name	
b) Credit account No.	
c) Centre (Location)	
d) Bank Name	
e) Branch address	
f) Account type	
g) IFSC Code	

Also please enclose a cancelled of cheque of above account for our ready reference.

Instructions for the Bidders

1. Bidders are requested to visit the website <https://mahatenders.gov.in> and go through the “e-tendering Tool Kit” wherein the all basic Know how (detailed help documents designed for bidders) of the e-tendeing stages are given.
2. For any sort of assistance, please refer 24 * 7 Help Desk Toll free nos. 0120-4200462,0120-4001002,8826246593 Mail: support-eproc@gov.in
3. Login ID and password to be created on the above website.
4. Class II or Class III Digital signature (e-token) with signing, verification, and encryption and decryption certificates is essential. Bidders may purchase this from any reliable sources. The bidders are required to sign the bid data using above Class II or Class III digital signature as per the Information Technology Act, 2000. The digital signatory should be authorized representative of the organization/bidder.
5. Tender form fee Rs.1200/- (Rupees One thousand two hundred only) is to be paid online for the downloading of Tender Form and bid preparation. Earnest Money Deposit Rs.50,200/- (Rupees Fifty Thousand Two Hundred only) is to be paid online by net banking .if valid exemption certificate is not attached in technical documents than bid will treated as cancel.
6. The various activities/stages of e-tendering procedure for the bidders as well as for MAIDC are date & time locked. Hence bidders are requested to execute all the activities related to tender downloading, bid preparation & bid submission strictly as per the tender schedule Key dates).
7. This tender is strictly online e-tender. No manual bids will be accepted by MAIDC.
8. The rates/bid offers should be valid for 60 days .MAIDC reserves the right to accept or reject any or all tenders either in part or in full without assigning any reason whatsoever.
9. Bidders who are using SB MOPS other banks internet banking are requested to make online payment four days in advance.
10. Tenders will be opened at 14.00 Hrs on the scheduled date in the presence of bidders or their representatives.

(Mahendra Borse)
Dy.Gen.Manager
(Admin/Pub.)