

	<b>PASCHIM GUJARAT VIJ COMPANY LIMITED</b> REGD. & CORPORATE OFFICE:- "PASCHIM GUJARAT VIJ SEVA SADAN" OFF NANA MAVA MAIN ROAD, LAXMINAGAR, RAJKOT-360004 CIN U40102GJ2003SGC042908 Telephone Nos:-0281-2380425/427/2360182 Fax No:-0281-2368175 Website:-www.pgvcl.com E-mail:-proc.pg@gebmail.com
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TENDER NO. PGVCL/RJT/PROC/LT Bill Form (Single Copy) /775

## SPECIFICATION FOR L.T. BILL FORM

- 1 Pre printed continuous computer stationery for billing of L.T. Consumers of the PGVCL should be from **60 GSM** Top quality, fluff free, smooth finish, white paper of Sirpur/CPM/West Cost/BILT/TNPL/JK mil make.

Size: 15 "x 12 "(37.5 Cms x 30 Cms) Two part Single Copy.

- 2 **Sample:**

Bidder should submit the pre-printed sample as per present bill form of PGVCL with their offer and prototype sample of PGVCL bill form (Subject to slight alteration/modification as per GUVNL's directives which will be intimated whenever required) as same is put up in web site. They should also write the name of paper mill and grade of paper. Offer without samples as mentioned above is liable to be rejected.

- 3 **Format:**

**1<sup>st</sup> Part:** Front side shall be printed in clearly legible sharp letters in light blue colour and red colour ink, with serial running number as shown in specimen. (Specimen of LT Bill form to be printed may be Physically collected from Chief Engineer (Mat), PGVCL, Reg. & Corporate office; Nana mava main road Laxminagar, Rajkot, as same is not put up in web site. Back side two colour printing i.e. light blue and red. Bidders should quote rates for multi colour printing.

**2<sup>nd</sup> part:** Front side entire printing in light blue colour ink with running Sr. No. PGVCL logo of 3" X 3" (approx) on backside in very faint blue ink.

- 4 **Art Work:**

Art work is to be prepared by supplier on the basis of the specimen. Specimen is for the purpose of lay out only. Exact size of letter etc. has to be decided in consultation with the IT Section/Dy. CAO/GM (F&A), PGVCL, Rajkot, who will approve the same.

Signature of Tenderer:		Company's Round Seal:
Date:	Place:	

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**5 Perforation:**

**1<sup>st</sup> Part:**

Horizontal perforation about 1” from the top and vertical perforation in the center, as shown in the specimen.

**2<sup>nd</sup> part:**

Only vertical perforation at the center.

**6 Sprocket Holes:**

Sprocket holes and paper lock should be such that it smoothly runs on line printer and dot matrix printer, failing which stationery will be rejected. The continuous length of stationery should not be less than 500 forms. Any piece of lesser length is liable to be rejected at the time of printing. No payment shall be made for the rejected stationery for any reason.

**7 Packing:**

The packing should be in lot of 1000 forms. It should be first packed in polythene beg in multiple of 500 forms i.e. two polythene bag should be used for 1000 forms and then in the card board box of appropriate size. The box should also be packed properly to avoid damage during transit. PGVCL will refuse to take delivery of tornd, opened or damaged boxes.

**8 D.I. No. & Date on LT Bill forms:**

Party has to print dispatched Instruction No. & Date on each and every packing box as well as on outside Border Area of LT Bill Form, with consultation of IT Section/Dy. CAO/GM (F&A), PGVCL, Rajkot.

**9 Purchase Proof of Raw Material:**

Party has to provide proof of purchase of Raw Materials as when as material is purchased for PGVCL.

**10 Replacement:** If due to any reason, material is rejected, replacement is to be made within 7 days time from the date of receipt of letter/intimation otherwise penalty clause will be applied.

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Date:	Place:	

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**11 Important:**

All the Matters for printing on both side of LT Bill form will be given by PGVCL.

**12 Delivery Period:**

Successful tenderer have to submit art work for approval with in 8 (Eight) days after receipt of order. Successful tenderer have to submit test lot of 50 Forms to Revenue and IT Section of PGVCL, Rajkot within 8 days from the date of approval of art work.

Approval of art work & test lot of 50 Forms will be completed with in commencement Period (i.e. within one month from the date of receipt of Order).

The delivery period of the ordered material against this tender shall be Five months on Equal monthly basis after a commencement period of 30 days from the date of receipt of LOA and as per the last para of clause no.25 "DELIVERY SCHEDULE OF PGVCL" of tendered commercial terms and conditions.

Photo copy of bills for purchase of raw material is to be provided by supplier, as and when raw material is purchase for PGVCL during order period.

**NOTE:**

Tolerance in GSM of carbon paper and computer paper shall be as per IS No.9055:1979 and IS No.12766:1997 (and its latest amendments, if any) respectively.

Signature of Tenderer:		Company's Round Seal:
Date:	Place:	