

Corrigendum 2: E - Tender for Pre – Printed Stationery for STOCKHOLDING

RFP No. SHCIL/CPT/RFP/21-22/001

Date: 3rd March, 2022

Corrigendum No. 2: Date: 11th March, 2022

Change No. 1: Page No. 11: Point No. 18 - Scope of Work, Sub Point No. 2 – Bill of Quantities / Material / List of Items.

Changes Made: Entire BoQ is revised as per the below.

Sr. No.	Name of the Items
Common Stationery	
1	Shcil fine dhoti Cloth Cover -'16x12 -90GSM- one colour - name and address , logo
2	Shcil fine dhoti Cloth Cover -'18 x 14' -90GSM- one colour - name and address , logo
3	SHCIL letterhead copy-'100 GSM – excel bond – four colour - A4 size
4	Continuation sheet -'100 GSM – excel bond – two colour - A4 size
5	Shcil Plain Envelope-'11x5 - 70GSM (maplitho paper) - four colour - name and address and logo
6	Shcil fine dhoti Cloth Cover (Green) -'10x12-90GSM - one colour - name, logo and address
7	Morocco plastic transparent folders (four colour printing-) - 9.5" x 12.5" (L X H)
8	Spring file (one colour printing) - 10" x 14" (L X H)
9	SHCIL Logo Pad (8 leaves - 60 GSM with line one colour. Cover page and last page - 130 GSM four colour - both sides printing with maplitho.
10	Visiting cards size 9.2X5.4cm (front & back 4 + 4 colours) - 220 GSM ivory
Admin, HR and Security	
11	Motor Log Book - L x H - (6.5" x 8") 150 leaves - 80 GSM ledger paper both sides printing single colour - hard bound rexine with single colour.
12	HRD Application Form - 120 GSM - L x H - (9" x 12") with folding four colour printing front and back.
13	Security Attendance Book - L x H - (13" x 8") hard bound, rexine binding- 16 leaves - 80 GSM + 70 GSM pink + 70 GSM green (6 sets) (single colour inside) - front and back with maplitho paper
14	Employee Entry Book - L x H - (13" x 8.5") 100 leaves - 80 GSM both side printing - single colour - hard bound with maplitho paper.
15	SHCIL Gate Pass Book 1*1 pages - L x H - (8" x 5.5") 200 leaves(100 white+100 color) - 60 GSM + 47 GSM - first page white and second page colour and one colour printing inside with one perforation - hard bound with numbering and maplitho paper.
16	Visitor Slips L X H - 8" x 13" 100 x 100 leaves - 60 GSM + 47 GSM - one colour one white paper maplitho. Single colour printing inside. Top binding, perforation on each slip, numbering on each slip, three perforations on each leaves.

17	Visitor's Diary Book - L x H - (13" x 8.5") 100 leaves - 80 GSM both side printing - single colour - hard bound with maplitho paper.
18	A4, 2 colour 80 GSM maplitho
19	Lamination kit cover (8X6- four colour 80 GSM + Lamination Gloss two colour printing with punching window)
20	Corrugated Printing Box with printing size 18"X12 1/2X11"address and logo
21	A4 size plain paper - 80 GSM maplitho
Business Team	
22	Combined dis book (form no. 36) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 20 x 2 with Requisition Slip. Inside pages 60 GSM x 47 GSM with VDP
23	Combined dis book (form no. 36) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 10 x 2 with Requisition Slip. Inside pages 60 GSM x 47 GSM with VDP
24	Window envelope of 4 colour printing 9.5inchesX4 inches; 70 GSM white; paper thickness 0.15mm and maximum 5mm; Glassine paper of 35 GSM/cellophane paper of 40gms/PVC or BOPP of 15 micron thickness used for window material (as instructed Indian Postal Dept.
25	Shcil Window Envelope-'11x5-70GSM white maplitho paper - four colour - name and address with window punching
26	Pledge / Hypothecation form'28 book - size 11" x 8.5" (LXH) '10x2 - 60 GSM First Page + 47 GSM Second copy sheshesai colour paper. (First & last page plain - 130 GSM) and inner pages 1 colour printing Annexure-W with perforation and Requisition slip and maplitho.
27	CDSL DIS annexure 6.2a, Delivery instruction by client Form 12 size 11" x 8.5" (LXH) '10x2 - 60 GSM First Page + 47 GSM Second copy sheshesai colour paper. (First 4 colours & last page plain - 130 GSM) and inner pages 1 colour printing Annexure-W with perforation and maplitho.
28	Combined dis book (form no. 36) 5X2 pages (one white and one colour) glossy pages, size (L x H - 8" x 5.5") Cover page (130 GSM) (4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 5 x 2 with Requisition Slip. Inside pages 60 GSM + 47 GSM. With perforation and maplitho.
29	Delivery out instruction by clearing member for pay-out -'1 book contains size (L x H - 8" x 5.5") with one page extra excluding space for margin. '20x2 - 60 GSM + 47 GSM sheshesai colour paper for copy with numbering and perforation. First 4 colour & last page plain and inner pages 1 colour (as per sample) Annexure-T (cover & last page glossy paper 130 GSM - 4 + 1 colour, perforation and maplitho.
30	Delivery out instruction by clearing member for pay-in -'1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60GSM + 47 GSM sheshesai colour paper for copy. First -4 colour & last page plain and inner pages 1 colour (as per sample) Annexure-S (cover - window & last page glossy paper 130 GSM - 4 +1 colour with one page extra + requisition slip, perforation and maplitho.

31	Inter Settlement Instruction '1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page 4 colours & last page plain and inner pages 1 colour (as per sample) Annexure-SS (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).
32	CM Pool to pool delivery instruction by clearing member'1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page (front 4 colour& back 1 colour) & last page plain and inner pages 1 colour Annexure-ST (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).
33	CDSL Pledge/unpledged/invocation request form'1 book contains size (L x H - 11" x 8.5") '10x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page (front 4 colour& back 1 colour) & last page plain and inner pages 1 colour Annexure-ST (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).
34	NSDL Receipt Instruction – Form 14 in Size 8.25'X6' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 60 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')
35	NSDL Inter-Depository Receipt Instruction – Form 17 in Size 8.25'X6' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 60 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')
36	NSDL Combined Delivery Instructions By client POA Holder on behalf of Client - Form 37 in Size 8.25'X11.667' with 1st part & 2nd part on 70 gsm paper, requisition and cover page on 70 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')
37	NSDL Margin Pledge Form – Form 43 in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')
38	CDSL Margin Pledge/Re-Pledge Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')
39	CDSL Margin Unpledge Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')
40	CDSL Margin Invocation Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')
41	NSDL HOLD ON Securities - Form -39 - (10x2)
42	NSDL Lamination KIT cover from outside of Envelope (BOPP) – for CPU.DPM Processing team in size 9'x12' on 80 gsm paper printed in 4 colours with gumming and silicon pasting on flap.

43	CDSL KIT cover - Brown envelop - for CPU.DPM Processing team in size 10'x12' on 80 gsm kraft paper printed in single colour with window.
44	Combined dis book (form no. 36) 10X2 pages (One White and One colour) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM - 4 + 1) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 10 x 2 with Requisition Slip. Inside pages 60 GSM + 47 GSM with numbering, perforation and maplitho.
45	SHCIL Letterhead - for Demat Follow up letter (four color) (As per Sample Booklet provided) '10 x 12 x1 - 70 GSM (Name, address, and SHCIL Logo) with perforation with maplitho
46	SHCIL Letterhead - for Printing Modification Letter 60 GSM (As per Sample Booklet provided)
47	SHCIL Letterhead - One side Plain and One side Printed (with informative point for understanding bills and transaction statements) - (As per Sample Booklet provided)
48	P/P Letter Head Two Colour Printing (Data Centre)'15 x 12 x1 - 70 GSM (Name, address, and SHCIL Logo) with perforation and maplitho.
49	Certificate of Holding - '2colour 120GSM - A4 size maplitho paper
50	A4 size Letterhead Sunshine Super white 120 gsm for MD's office
51	A4 size Continuation Sheet Sunshine Super white 120 gsm for MD's office
52	Box envelope four color Dhoti cloth 12X16 (2 inch open Gazzete

Change No. 2: Page No. 25: Point No. 23 - Commercial Bid / Financial Bid

Changes Made: Entire Financial Bid is revised as per the below

Sr. No.	Name of the Items	Unit	Rate	Weightage	Weightage x Rate
Common Stationery					
1	Shcil fine dhوتي Cloth Cover - '16x12 -90GSM- one colour - name and address , logo	per envelope		8.088	
2	Shcil fine dhوتي Cloth Cover - '18 x 14' -90GSM- one colour - name and address , logo	per envelope		0.539	
3	SHCIL letterhead copy-'100 GSM - excel bond - four colour - A4 size	per rim of 500 pages		0.108	
4	Continuation sheet -'100 GSM - excel bond - two colour - A4 size	per rim of 500 pages		0.108	
5	Shcil Plain Envelope-'11x5 - 70GSM (maplitho paper) - four colour - name and address and logo	per envelope		2.696	
6	Shcil fine dhوتي Cloth Cover (Green) -'10x12-90GSM - one colour - name, logo and	per envelope		1.887	

	address				
7	Morocco plastic transparent folders (four colour printing-) - 9.5" x 12.5" (L X H)	per folder		0.270	
8	Spring file (one colour printing) - 10" x 14" (L X H)	per folder		0.162	
9	SHCIL Logo Pad (8 leaves - 60 GSM with line one colour. Cover page and last page - 130 GSM four colour - both sides printing with maplitho.	per unit		0.054	
10	Visiting cards size 9.2X5.4cm (front & back 4 + 4 colours) - 220 GSM ivory	per pkt. of 100		0.054	
Admin, HR and Security					
11	Motor Log Book – L x H - (6.5" x 8") 150 leaves - 80 GSM ledger paper both sides printing single colour - hard bound rexine with single colour.	per unit		0.011	
12	HRD Application Form - 120 GSM - L x H - (9" x 12") with folding four colour printing front and back.	per unit		0.270	
13	Security Attendance Book - L x H - (13" x 8") hard bound, rexine binding- 16 leaves - 80 GSM + 70 GSM pink + 70 GSM green (6 sets) (single colour inside) - front and back with maplitho paper	per unit		0.011	
14	Employee Entry Book - L x H - (13" x 8.5") 100 leaves - 80 GSM both side printing - single colour - hard bound with maplitho paper.	per unit		0.011	
15	SHCIL Gate Pass Book 1*1 pages - L x H - (8" x 5.5") 200 leaves(100 white+100 color) - 60 GSM + 47 GSM - first page white and second page colour and one colour printing inside with one perforation - hard bound with numbering and maplitho paper.	per unit		0.054	
16	Visitor Slips L X H - 8" x 13" 100 x 100 leaves - 60 GSM + 47 GSM - one colour one white paper maplitho. Single colour printing inside. Top binding, perforation on each slip,	per unit		0.054	

	numbering on each slip, three perforations on each leaves.				
17	Visitor's Diary Book - L x H - (13" x 8.5") 100 leaves - 80 GSM both side printing - single colour - hard bound with maplitho paper.	Per book		0.016	
18	A4, 2 colour 80 GSM maplitho	per rim of 500 pages		0.054	
19	Lamination kit cover (8X6- four colour 80 GSM + Lamination Gloss two colour printing with punching window)	per no.		0.270	
20	Corrugated Printing Box with printing size 18"X12 1/2X11"address and logo	per box		0.027	
21	A4 size plain paper - 80 GSM maplitho	per rim		1.078	
Business Team					
22	Combined dis book (form no. 36) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 20 x 2 with Requisition Slip. Inside pages 60 GSM x 47 GSM with VDP	Per book		5.392	
23	Combined dis book (form no. 36) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 10 x 2 with Requisition Slip. Inside pages 60 GSM x 47 GSM with VDP	Per book		5.392	
24	Window envelope of 4 colour printing 9.5inchesX4 inches; 70 GSM white; paper thickness 0.15mm and maximum 5mm; Glassine paper of 35 GSM/cellophane paper of 40gms/PVC or BOPP of 15 micron thickness used for window material (as instructed Indian Postal Dept.	per envelope		21.567	

25	Shcil Window Envelope-'11x5-70GSM white maplitho paper - four colour - name and address with window punching	per envelope		10.783	
26	Pledge / Hypothecation form'28 book - size 11" x 8.5" (LXH) '10x2 - 60 GSM First Page + 47 GSM Second copy sheshesai colour paper. (First & last page plain - 130 GSM) and inner pages 1 colour printing Annexure-W with perforation and Requisition slip and maplitho.	per book		1.618	
27	CDSL DIS annexure 6.2a, Delivery instruction by client Form 12 size 11" x 8.5" (LXH) '10x2 - 60 GSM First Page + 47 GSM Second copy sheshesai colour paper. (First 4 colours & last page plain - 130 GSM) and inner pages 1 colour printing Annexure-W with perforation and maplitho.	per book		1.348	
28	Combined dis book (form no. 36) 5X2 pages (one white and one colour) glossy pages, size (L x H - 8" x 5.5") Cover page (130 GSM) (4+1) and Last Page (130 GSM) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 5 x 2 with Requisition Slip. Inside pages 60 GSM + 47 GSM. With perforation and maplitho.	per book		1.348	
29	Delivery out instruction by clearing member for pay-out - '1 book contains size (L x H - 8" x 5.5") with one page extra excluding space for margin. '20x2 - 60 GSM + 47 GSM sheshesai colour paper for copy with numbering and perforation. First 4 colour & last page plain and inner pages 1 colour (as per sample) Annexure-T (cover & last page glossy paper 130 GSM - 4 + 1 colour, perforation and maplitho.	per book		0.270	

30	Delivery out instruction by clearing member for pay-in '1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60GSM + 47 GSM sheshesai colour paper for copy. First -4 colour & last page plain and inner pages 1 colour (as per sample) Annexure-S (cover - window & last page glossy paper 130 GSM - 4 +1 colour with one page extra + requisition slip, perforation and maplitho.	per book		0.270	
31	Inter Settlement Instruction '1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page 4 colours & last page plain and inner pages 1 colour (as per sample) Annexure-SS (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).	per book		0.270	
32	CM Pool to pool delivery instruction by clearing member'1 book contains size (L x H - 8" x 5.5") excluding space for margin. '20x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page (front 4 colour& back 1 colour) & last page plain and inner pages 1 colour Annexure-ST (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).	per book		0.270	
33	CDSL Pledge/unpledged/invocation request form'1 book contains size (L x H - 11" x 8.5") '10x2 - 60 GSM + 47 GSM with numbering sheshesai colour paper for copy. First page (front 4 colour& back 1 colour)	per book		0.054	

	& last page plain and inner pages 1 colour Annexure-ST (cover & last page glossy paper 130 GSM - 4 +1 colour with perforation and requisition slip and one page extra inside with maplitho).				
34	NSDL Receipt Instruction – Form 14 in Size 8.25'X6' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 60 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')	per book		0.270	
35	NSDL Inter-Depository Receipt Instruction – Form 17 in Size 8.25'X6' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 60 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')	per book		0.270	
36	NSDL Combined Delivery Instructions By client POA Holder on behalf of Client - Form 37 in Size 8.25'X11.667' with 1st part & 2nd part on 70 gsm paper, requisition and cover page on 70 gsm paper printed in single colour with inner pages printed in single colour alongwith perforation. ('10x2')	per book		0.270	
37	NSDL Margin Pledge Form – Form 43 in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')	per book		2.696	
38	CDSL Margin Pledge/Re-Pledge Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on	per book		1.078	

	120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')				
39	CDSL Margin Unpledge Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')	per book		0.539	
40	CDSL Margin Invocation Request Form in Size 8.5'X11.25' with 1st part on 60 gsm paper & 2nd part on 47 gsm colour printing, requisition and cover page on 120 gsm ss paper printed in single colour with inner pages printed in single colour alongwith perforation. ('20x2')	per book		0.539	
41	NSDL HOLD ON Securities - Form -39 - (10x2)	per book		0.270	
42	NSDL Lamination KIT cover from outside of Envelope (BOPP) - for CPU.DPM Processing team in size 9'x12' on 80 gsm paper printed in 4 colours with gumming and silicon pasting on flap.	Per envelope		10.783	
43	CDSL KIT cover - Brown envelop - for CPU.DPM Processing team in size 10'x12' on 80 gsm kraft paper printed in single colour with window.	Per envelope		1.348	
44	Combined dis book (form no. 36) 10X2 pages (One White and One colour) size (L x H - 8" x 5.5") Cover page (130 GSM) (Window - 4+1) and Last Page (130 GSM - 4 + 1) (Glossy four colour - 4+1) Second Page - different printing and rest of the pages - 10 x 2 with Requisition Slip. Inside pages 60 GSM + 47 GSM with numbering, perforation and maplitho.	per book		0.005	

45	SHCIL Letterhead - for Demat Follow up letter (four color) (As per Sample Booklet provided) '10 x 12 x1 - 70 GSM (Name, address, and SHCIL Logo) with perforation with maplitho	per rim of 500 pages	10.783	
46	SHCIL Letterhead - for Printing Modification Letter 60 GSM (As per Sample Booklet provided)	per rim of 500 pages	2.696	
47	SHCIL Letterhead - One side Plain and One side Printed (with informative point for understanding bills and transaction statements) - (As per Sample Booklet provided)	per rim of 500 pages	2.696	
48	P/P Letter Head Two Colour Printing (Data Centre)'15 x 12 x1 - 70 GSM (Name, address, and SHCIL Logo) with perforation and maplitho.	Per rim of 500 pages	0.539	
49	Certificate of Holding - '2colour 120GSM - A4 size maplitho paper	per sheet	0.539	
50	A4 size Letterhead Sunshine Super white 120 gsm for MD's office	per rim of 500 pages	0.005	
51	A4 size Continuation Sheet Sunshine Super white 120 gsm for MD's office	per rim of 500 pages	0.005	
52	Box envelope four color Dhوتي cloth 12X16 (2 inch open Gazzete	per envelope	0.270	
Total			100	

Note:

1. The lowest bidder in commercial bid will be based on the Total price which is multiplication factor of Rate of each item and Weightage of the item.
2. The total price is exclusive of Taxes and it will be paid at actuals.
3. The said is a Rate Contract i.e. No quantity is mentioned nor is any minimum drawal guaranteed in the Rate Contract.
4. Bidder has to quote for all the above listed items, incase no rate is filled; Stockholding reserves the right to reject the Commercial Bid.
5. Stockholding reserves the right to terminate the contract by giving one month's notice.
6. The Financial Bid will be opened only for the Bidders who have scored 60 or more marks in the Technical Bid.
7. The Lowest i.e. L1 bidder shall be the bidder who is the lowest in the Commercial Bid.