

Harish Palsule
Deputy Director

CCRT/22011/1/2017-18
September 01, 2017

Subject:- Quotations for bulk replication of CDs/DVDs

Sir,

The CCRT invites sealed quotations for bulk replication of pre-recorded CDs and sets of DVDs during the year 2017-18, as per following details;

Sl. No.	Title(s) of Audio CDs/DVDs	Quantity Required	Packing instructions
1.	Audio CDS on <i>Azadi ke Geet</i> (in ultra packing having capacity for two no. of CDs/DVDs).	2000 no.	These two CDs in a Single Ultra pouch
2.	Audio CDs on My Pledge to Freedom (in ultra packing having capacity for two no. of CDs/DVDs).	2000 no.	
3.	Audio CDs on National Songs Part-1 (in ultra packing having capacity for two no. of CDs/DVDs).	2,000 no.	These two CDs in a Single Ultra pouch
4.	Audio CDs on National Songs Part-2 (in ultra packing having capacity for two no. of CDs/DVDs).	2,000 no.	
5.	Audio CDs on National Songs Part-3 (in ultra packing having capacity for two no. of CDs/DVDs).	2,000 no.	Single CDs in ultra pouch
6.	DVDs on Digital Slide Album-Performing Art Part 1 and 2 (One set contains 02 no. of DVDs), (in ultra packing having capacity for two no. of CDs/DVDs).	2,000 Sets	These two DVDs in a Single Ultra pouch
7.	DVDs on Digital Slide Album-Natural Environment and Plastic Art Part 1 and 2 (One set contains 02 no. of DVDs),(in ultra packing having capacity for two no. of CDs/DVD)s.	2,000 Sets	These two DVDs in a Single Ultra pouch
8.	DVDs on Digital Slide Album-Natural Environment and Plastic Art Part 3 and 4 (One set contains 02 no. of DVDs),(in ultra packing having capacity for two no. of CDs/DVDs).	2,000 Sets	These two DVDs in a Single Ultra pouch

Sample of above mentioned CDs/DVDs can be inspected on any working day (Monday to Friday) during Office hours (from 9.00 AM to 5.30 PM) with prior appointment with the undersigned office in the CCRT, Plot No. 15-A, Dwarka, New-Delhi-110075, Telephone no. 011-25309379, 011-25309334.

Please note that:-

1. The **last date** of receiving “sealed quotation” along with sample(s) of CDs/DVDs of above mentioned specifications in CCRT is **18/09/2017 till 2.00 PM**. Please note that while submitting sample(s) to CCRT mark your sample(s) with Firms name.
2. Earnest Money Deposit (EMD) of Rs. 5,000/- in the form of Demand Draft/Pay Order must be enclosed with the Quotation letter. The DD/Pay Order must be in favour of Director, CCRT and payable at New Delhi. Any Quotation without EMD will not be considered. EMD submitted earlier will not be adjusted.
3. The sealed envelope should be addressed to the Director, CCRT, 15-A, Sector-7, Dwarka, New Delhi-110075 and can be submitted with CCRT Office either in person or through Registered Post/Speed Post to reach on or before the last date and time prescribed. The outer envelope containing, the Tender Document/Samples of CDs/DVDs, should be superscripted on the top right hand corner **“Quotation for bulk Replication of Pre-Recorded CDs/DVDs”**. **Last date 18/09/2017 till 2.00 P.M.**
4. The quoted price should be inclusive of GST.
5. If the rate gets approved, your Firm shall be required to enter into a ‘Contract’ with the Centre for Cultural Resources and Training (CCRT), New-Delhi for supply of items.
6. The Firm/Company, to whom order will be placed, consequent upon selection, would be required to deposit security amount by means of Bank Draft equivalent to 5% of the total cost of the supply of items for the whole year 2017-18.
7. No quotation will be accepted after the due date and time.
8. If the rates are approved by the CCRT, the above mentioned goods are required to be delivered at CCRT, Plot No.15-A, Sector-7, Dwarka, and New Delhi-110075.
9. For further queries, the Firm can contact, Production Section of CCRT, Phone No. 25309379, and 25309334.
10. The quoted rates, duly accepted by the CCRT, should remain valid up to 31/03/2018.

Director, CCRT reserves the right to accept or reject the quotation(s) in full or a part thereof, without assigning any reason(s).

Kindly note that quotation should not be sent through e-mail or by any such means that it becomes a public document before the due date and stipulated time.

Yours sincerely,

Sd/-
(Harish Palsule)