

Please see & do the needful.

22/09/2022 3:35 PM

Rakesh Kumar
(Manager/Finance/Co)

Note No. #121

DD deposited to Equitas bank -AC No-5500 & SD created in ERP.

08/10/2022 2:48 PM

AJAY KUMAR
(CHIEF SUPERVISOR/FINANCE/CO)

Note No. #122

11/10/2022 1:17 PM

Rakesh Kumar
(Manager/Finance/Co)

Note No. #123

13/10/2022 10:39 AM

SIDHARTHA SINGH
(ADDL. GENERAL MANAGER/HRD/CO)

Note No. #124

Sub: Approval for Quotation (RFQ) for printing of Medical cards.

Ref.:i)Approval for Plastic laminated medical cards([166-169](#))

ii) Quotation from empanelled Printing agencies.

Presently there are 08 nos. of Printing Agencies/Firm empanelled at IRCTC/CO. The details of the empanelled agencies/firms are mentioned below:

1. M/s. VPS Engineering Impex Pvt. Ltd.
2. M/s. Multiplexus (India)
3. M/s. Sharad Advertising Pvt. Ltd.
4. M/s. Mode Advertising & Marketing Pvt. Ltd.
5. M/s. A P India
6. M/s. Arihant Offset
7. M/s. Jiwan Jyoti Offset printers
8. M/s. Alpha Printograhics

There is no rate contract for the printing of medical cards, It is proposed that Quotations from aforesaid 08 empanelled printing firms may be called for finalizing the rates for aforesaid work for the period of three year.

Approximately 350 regular employees working at IRCTC/CO & linked offices(Punj house & ITC). The estimated requirement of medical cards is 1400 nos including dependent.

The total estimated expenditure for the aforesaid 1400 cards would be Rs. 1400 x 50 = Rs.70000/- (Plus GST) approx.

As per SOP 2.02(ii),(Sn.[165](#)) it is within the Competency of AGM(Admin) to approve the tender upto Rs 10/- Lakhs.Financial Concurrence is not required.

AGM(Admin) is requested to kindly accord the approval for calling up of Quotations from 08 empanelled printing agencies for finalizing the rate contract.

26/10/2022 1:33 PM

PARMINDER SINGH JUNEJA
(CHIEF SUPERVISOR/CO/ADMIN)

Note No. #125

Approved

26/10/2022 1:45 PM

SIDHARTHA SINGH
(ADDL. GENERAL MANAGER/HRD/CO)

Note No. #126

Sub: Floating of RFQ for procurement of Medical cards at Corporate office through empanelled agencies/firms of IRCTC.

Vide note no#[125](#), Competent Authority had accorded the approval for inviting RFQ from shortlisted agencies for period of 03 years.

The details of the empanelled agencies/firms are mentioned below:

1. M/s. VPS Engineering Impex Pvt. Ltd.
2. M/s. Multiplexus (India)
3. M/s. Sharad Advertising Pvt. Ltd
4. M/s. Mode Advertisng & Marketing Pvt. Ltd.
5. M/s. A P India

6. M/s. Arihant offset
7. M/s. Jiwan Jyoti Offset printers
8. M/s. Alpha Printographics

The estimated value for printing of Medical cards is Rs.70000/-. Competent Authority had accorded the approval for procurement of Medical cards for 03 years.(Placed at SN.[166-169](#))

In this regard, the draft RFQ document has been prepared and placed at Sn.[170-175](#). The RFQ document is prepared on the basis of previous vetted & floated RFQ document. There is no change in T&C of RFQ document except period of contract, SD & value of the contract. (SN.[176-181](#))

In view of above, an approval may kindly be accorded for opening of quotation within 07 days from the date of floating of quotation.

Submitted for approval please.

27/10/2022 10:57 AM

PARMINDER SINGH JUNEJA
(CHIEF SUPERVISOR/CO/ADMIN)

Note No. #127

Approved

27/10/2022 11:11 AM

SIDHARTHA SINGH
(ADDL. GENERAL MANAGER/HRD/CO)

Note No. #128

Sub.: Nomination of Committee for opening of RFQ floated for printed Medical Cards at IRCTC/CO through empanelled firms.
Ref. Note#[124](#) to Note#[127](#).

Vide note#[125](#), Competent Authority has accorded the approval for calling of RFQ for printed Medical cards works for period of 03 Year through Empanelled firms.

Accordingly Admin deptt. has floated the RFQ to all 08 empanelled firms on dated 27.10.2022. The date of opening of RFQ is 04.11.2022 at 12:15 Hrs.

Competent Authority may kindly nominate one member each from Executive and Finance deptt. for opening of RFQ on aforesaid schedule.

Submitted please.

AGM/Admin

GGM/HRD

GGM/Fin

28/10/2022 10:39 AM

PARMINDER SINGH JUNEJA
(CHIEF SUPERVISOR/CO/ADMIN)

Note No. #129

Sh Parminder Singh Juneja, CS/Admin may be nominated from executive side as an executive member. GGM/F is requested to nominate a finance member.

GGM/HRD

GGM/F

01/11/2022 2:53 PM

SIDHARTHA SINGH
(ADDL. GENERAL MANAGER/HRD/CO)

Note No. #130

Parmonder Singh is nominated.
May pl nominate a Finance member.

02/11/2022 4:15 PM

Sandip Trivedi
(Group General Manager/ HRD)

Note No. #131

Shri Hitesh , Fin is nominated

02/11/2022 4:16 PM

Gaisingam Kabui
(Group General Manager/Finance-II)

Note No. #132

02/11/2022 5:57 PM

Sandip Trivedi
(Group General Manager/ HRD)

Note No. #133

07.11.2022



Minutes for the finalization of quotation for the supply of Printed Medical Cards to IRCTC/Corporate Office (Statesman House).

Ref: RFQ No.2020/IRCTC/CO/Printing Stationery, dated 27.10.2022(sn.196)

I)Description RFQ: The Competent Authority (sn.201) has approved for calling of fresh quotation from 08 Empanelled parties (sn.200) for suitable service provider/agency for supply or printed medical cards at IRCTC Corporate Office under SOP item no.2.02(ii), Limited tender.

The details of RFQ are as follows:

- RFQ was floated on 27.10.2022.
- Last date & time of submission of quotation was on 04.11.2022 at 12:00 hrs.
- Date & time of opening of quotation was on 04.11.2022 at 12:15 hrs.

II) Copy of members nominated by Competent Authority is placed at SN.199

Members of Quotation opening committee:

- 1) Sh. Parminder Singh Juneja, CS/Admin
- 2) Sh. Hitesh Sharma, CS/Fin

III) Participation in the RFQ: Out of the 08 empanelled parties, only 04 parties have participated in the aforesaid RFQ:

1. M/s Sharad Advertising Pvt. Ltd.
2. M/s Jiwan Jyoti Offset Printers
3. M/s Mode Advertising & Marketing (P) Ltd.
4. M/s Alpha Printographics (India)

IV) Discussion on offer and reasonability of rates:

Quotation were initiated from shortlisted agencies (04 nos), as per the summary sheet (placed at Sn.207) prepared by nominated opening committee members, for the rates offered, it is observed that M/s Jiwan Jyoti Offset Printers has quoted lowest total amount of Rs.57820/-(inclusive of GST) however, the estimated bid value was Rs.70000/- + 18% GST = Rs.82600/-. The quoted amount is 30% lower & found reasonable for the work.

V) Recommendation:

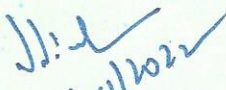
Hence, it is recommended that M/s Jiwan Jyoti Offset Printers may be awarded the contract for supply of printed medical cards at IRCTC/CO for a period of 03 Year.

Accepting Authority (AGM/Admin) may accept/modify/change the recommendation of the quotation screening committee.

Submitted Please.


CS/Admin


AGM/Admin


7/11/2022

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Comparison Sheet (Rates quoted by firms including GST)

SN	Items	Discription	Approx Value	Sharad Advertising Pvt. Ltd.		Jiwan Jyoti Offset Printers		Mode Advertising & Marketing (P) Ltd.		Alpha Printographics (India)	
				Rate per Item	Total Rate	Rate per Item	Total Rate	Rate per Item	Total Rate	Rate per Item	Total Rate
1	Plastic Laminated Medical Cards	Size: 3.2' * 2.2' inch, Digital Printing & two side printing	1400	64.9	90860	41.3	57820	53.1	74340	56.64	79296
Total					90860/-		57820/-		74340/-		79296/-



Hitesh Sharma
CS/Admin



Parminder Singh Juneja
CS/Admin



इंडियन रेलवे कैंटरिंग एण्ड टूरिज्म कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम-मिनी रत्न)
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise-Mini Ratna)

"CIN-U74899DL1999GOI101707" E-mail : info@irctc.com Website : www.irctc.com

No. 2020/IRCTC/CO/Printing Stationery

Date: 07.11.2022

M/s Jiwan Jyoti Offset Printers
C-26, 1st Floor, Karam Pura,
New Delhi – 110015
Mob:- 9810156386, 9810377418
Email: sanjay.jiwan@yahoo.co.in

(Letter of Award)

Sub: Letter of Award of Contract for Supply of Printed Medical Cards w.e.f. 07.11.2022-06.11.2025 to IRCTC Office 11th Floor Statesman House, B – 148, Barakhamba Road, New Delhi – 110001.
Ref: (i) RFQ No. 2020/IRCTC/CO/Printing Stationery, dated 27.10.2022.

This has reference to the above RFQ opened on 04.11.2022. IRCTC is pleased to accept your offer for supply of Printed Medical Cards to IRCTC Corporate Offices as per the work defined in the RFQ document at the below mentioned rates:-

Sn.	Items	Quality of Material & Specifications	Approx Volume	Rates per item/pkt (including GST)
1	Plastic Laminated Medical Cards	Size: 3.2' X 2.2' inch, Digital Printing & two side printing	1400	41.3/- (Per Pcs)

1. The above rates are including GST.
2. The work shall be executed as per terms and conditions laid down in the RFQ document.
3. The contract will be valid for a period of Three Year from the date of issue of this Letter of Award at accepted rates.
4. No request of price escalation will be considered during the period of the contract.
5. This letter of award shall be treated as work order to continue work.
6. All terms and conditions of RFQ document will form part of this Letter of Award.
7. You have to deposit Rs.1735/- against Security Deposit in the term of Demand Draft to Indian Railways Catering and Tourism Corporation Limited payable at New Delhi within 10 days of the acceptance of LOA.
8. Tax Invoice as per GST required need to be submitted for payment.

The supplies are to be made, as per requirement at our following Offices:

- (i) IRCTC Ltd., 11th & 12th Floor, A-Wing, Statesman House, B-148, Barakhamba Road New Delhi - 110001.


(Sidhartha Singh)
AGM/Admin

Copy to:- i) GGM/HRD for kind information please.
ii) JGM/Fin/CO for kind information please.