Expression of Interest (EOI)

1. The ICSI invites EOI from reputed Printers /Publishers for joint publication of a book on “Companies Act, 2013 and rules and forms” issued thereunder without any financial obligation, on following terms and conditions:

   a. Joint Logo of ICSI and publisher on the cover page;
   b. Quality and authenticity of contents and information;
   c. Discount on printed price;
   d. Regular updation on the Act/Rules and Notifications;
   e. Delivery of publication at various Regional/chapters of the Institute all over India;
   f. Meeting deadlines in terms of providing the publication;
   g. ICSI Disclaimer in the publication.

2. ABOUT ICSI

The Institute of Company Secretaries of India (ICSI) is a statutory body constituted under the Company Secretaries Act, 1980 to regulate and develop the profession of Company Secretaries. It has on its roll today nearly 35,000 members and 4,00,000 students. These professionals are actively engaged, both in employment and practice, in the governance of the corporate sector as well as in the financial markets.

3. ELIGIBILITY CRITERIA

   a. The applicant should be Printers / Publishers established in India and be in existence for the last 5 years as on 31.3.2014. (In case of merger/acquisitions/restructuring or Name Change, the date of establishment of earlier original firm/entity would be taken into account.) No two entities joining together (JVs) specific to execute this project will be considered. ICSI's decision will be final in its acceptance.

   b. The applicant should not have been barred/blacklisted/disqualified by any Regulators/Statutory Body in India. A suitable disclosure shall be made to this effect.
4. **HOW TO APPLY:** The eligible and interested applicant may download the document from the website of ICSI namely [www.icsi.edu](http://www.icsi.edu).

The sealed EOI duly superscribed, “EOI for Joint Publication of a Book on Companies Act, 2013 and Rules and Forms” due on May 2, 2014” should be addressed by name to Shri Sutanu Sinha, Chief Executive, The ICSI and sent at the Institute’s address given below either by registered post/speed post/or by dropping in the tender box placed at 3rd floor of Institute’s Headquarter & should reach on **May 2, 2014 by 2.00 PM**.

Address:
Shri Sutanu Sinha  
Chief Executive  
The Institute of Company Secretaries of India  
ICSI House, 22, (IIIrd Floor : Tender Box)  
Institutional Area, Lodi Road  
New Delhi-110003

EOI received after the stipulated date and time shall not be entertained. The Institute shall not be liable for any postal delays whatsoever and EOI received after the stipulated time/date are liable to be rejected summarily without giving any reason.

5. There will be a pre-bid meeting on dated **May 2, 2014 at 2:00 PM at** ICSI House, 22 Institutional Area, Lodi Road, New Delhi to clarify the queries of the interested bidders.

6. EOI received within the prescribed closing date and time shall be opened on May 2, 2014 at 2:00 PM in the Institute at ICSI House, 22 Institutional Area, Lodi Road, New Delhi in the presence of those representatives of Printers/ Publishers who wish to be present. No separate communication will be sent in this regard. In the event of due date being a closed holiday or declared Holiday for Central Government offices, the due date for opening of the bids will be the following working day at the appointed date, time & venue.

7. The Commercials of the EOI will be in the pre-bid meeting held on May 2, 2014.

8. The ICSI reserves the right to accept or reject any or all applications without assigning any reason whatsoever.

9. For any details / clarifications, **Shri S. K. Dixit, Joint Secretary**, Directorate of Professional Development (011-4534 1016) may be contacted.

Date: **April 25, 2014**  
(B PRADHAN)  
DIRECTOR