

DISTRICT PROJECT OFFICE
SARVA SIKSHA ABHIYAN, NAYAGARH

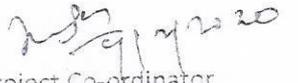
TENDER CALL NOTICE

NO 339 // DATE 7-02-2020

FOR PRINTING AND SUPPLY OF QUESTION PAPER-CUM-BLANK ANSWER SHEETS FOR SUMMATIVE
ASSESSMENT -II, 2019-20 & REPORT CARD IN RESPECT OF NAYAGARH DISTRICT.

Sealed quotations under two bid system are invited from registered, experienced web-Offset Printers /Firms having valid GSTIN,PAN,VAT clearance certificate, Registration Certificate etc for printing and supply of Question-cum-Blank answer sheets for **Summative Assessment-II 2019-20 & Report Card** of Nayagarh District. The tender papers (Bid documents) containing detailed specifications with terms and conditions in two part bidding systems i.e. Application of Technical Bid and Application of Financial Bid along with date & time scheduled of tender process can be downloaded from OPEPA website i.e www.opepa.in and district web site www.nayagarh.nic.in . The authority reserves the right to amend, alter or cancel any part or all the quotations without assigning any reasons thereof. The black listed /defaulter Firms/Printing Presses are not allowed to participate.

By order of the Collector-cum-Chairman, SSA, Nayagarh


District Project Co-ordinator
RTE-SSA, Nayagarh

TERMS AND CONDITIONS FOR PRINTING AND SUPPLY OF QUESTION PAPERS –CUM- BLANK ANSWER SHEETS FOR SUMMATIVE ASSESSMENT-II, AND REPORT CARD SAMAGRA SHIKSHA, NAYAGAR

DETAILS INFORMATIONS, TERMS AND CONDITIONS

1. ELIGIBILITY TO APPLY:

Registered experienced printers having valid PAN, GSTIN, VAT clearance certificate in form-612 can apply for printing and supply of Question –cum cum- Answer sheets for Summative Assessment-II 2019-20 and Report card. Intending bidders have to quote their offers in enclosed prescribed formats. Bid documents must be submitted in sealed envelope super scribing " **THE TENDER FOR PRINTING AND SUPPLY OF QUESTION CUM ANSWER SHEET AND REPORT CARD ,2019-20**" Session, which will contain two sealed envelopes i.e Technical Bid & Financial bid separately for both question-cum-answer sheet and Report card.

2. SIZE & SPECIFICATION

Items	Quality of Papers	Size	printing
Question papers	1.60 GSM(good quality cream wove paper) 2.Paper to be chosen from the followings mills/industry (H.P.C.L,TNPL,J.K,DELTA,ANDHRA PAPER,EMAMI, SATIA,BILT)	A-4 size	Offset process using eco-friendly ink(I.S.O.I.S.I) directed by Hon,ble High Court, Odisha
Report card	220 GSM pulb board (H.P.C.L,TNPL,J.K,DELTA,ANDHRA PAPER,EMAMI, SATIA,BILT)	¼ Demy size	Bi- Colour

3. PLACE OF DELIVERY

The delivery is to be made at 8 nos. of Block Resourse Centers of the district.

(Distance in KM to different BEOs from District Head quarter.

Gania-65km, Daspalla,-45 km, Ranpur-37km, Odagaon-35km, Bhapur-35 km, Khandapara-25km, Nuagaon-26km, Nayagarh-5 km.)

4. Quantity:

Sl No	Name of Items	Requirement (Tentative quantity may be increase or decrease
1	Question Papers	89518
2	Report card	Class I &II=19879 Class III &V=33097 Class VI &VIII=36542

5. PACKAGING:

- Question –Cum – Answer sheets shall be packaged separately by extra cover that to subject wise, class wise and cluster wise indicating name of clusters. The packets shall be sorted cluster wise and delivered at block point. The subject, class, school & block wise indent shall be provided at the time of issue of supply order. 5% extra question papers shall be packed separately (block wise).The

Report cards will be packed School wise, cluster wise and block wise as per students indent. The subject wise, class wise, school wise, cluster wise and block wise indent will be provided to the selected Bidder at the time of issue of work order.

6. VALIDITY OF BID:

Bid shall remain valid for a minimum period not less than three months after the deadline set for submission of bid.

7 DATE & TIME SCHEDULE

SI No	activity	Date and time
1	Issue of Tender Documents	5.02.2020
2	Last date submission of Tender Documents	14.02.2020
3	Opening of Tender Documents	15.02.2020

8 PRICE:

SI NO	Items for printing of Question Papers	Rate quoted per 2500 sheets)in Rs.	Rate quoted per card	Remarks
	Single side (Including paper cost,printingcost,plate making, folding, trimming, packing charges etc.			Excluding transportation cost
	Both side (Including paper cost,printingcost,plate making, folding, trimming, packing charges etc.			

9 EMD and processing cost:

- Bid must be accompanied with EMD amounting to Rs. 20000/- for question papers & Rs.40000/- for Report card(refundable without interest) processing costs of Rs. 4000/- (non-refundable) only in shape of DD drawn in favour of " **THE DISTRICT PROJECT COORDINATOR, SAMAGRA SHIKSHA, NAYAGARH**) payable at UCO bank, Nayaagrh.
- EMD will be forfeited in case of withdrawal of Tender application/ expression of inability to supply of question papers before the scheduled date and time/ leakage of question papers.
- Exemption Certificate in respect of E.M.D and security Deposit will not be accepted in case of SSI unit/ Consumer Cooperative Societies etc in SSA scheme.
- EMD of unsuccessful bidders will be refunded after finalization of the tender.

10. VALID PAN, TIN, VAT AND CLEARANCE CERTIFICATE:

Bid must be accompanied with:-

- Self attested Xerox copies of valid VAT clearance certificate in Form 612.
- Self attested Valid PAN (PAN Must be in the Name of the Firm/Company)

- Self attested Valid GSTIN Registration certificate
- GST return certificate
- Sale tax registration certificate
- WEB offset machine with bill copy
- Self attested Copy of Income Tax Returns for last 3 financial years
- Registration Certificate under DIC and UDYOG AADHAR & production certificate

11. Affidavit attached

- The organization must have 3 years of experience on question work & other printing work.
- The organization never refused to supply any item after received of work order from this office for any reason.
- One affidavit need to be furnished by the Notary that the printing firm is not Black Listed/ defaulted in any printing works in any Govt. Organizations

{The same will be verified with the original at the time of opening of tender. Therefore the bidders are requested to come with the original documents and details about mill on sample paper with seal & signature of dealer}.

12 AWARD OF CONTRACT:-

- The contract will be awarded to the bidder, whose bid has been determined as (L1) and to offer the lowest evaluated cost as per decision taken by the District Purchase Committee.
- The successful bidder is to execute an agreement in a non- judicial stamp paper.
- The bidder (L1) is required to submit agreement papers which will be approved by the District Purchase Committee at the time of execution of agreement.
- After successful approval of the agreement, the Work Order will be issued.

13. Performance security

Performance security @ 5% of total contract value in shape of Bank Demand Draft will be furnished by successful Bidder at the time of execution of agreement in favour of District Project Coordinator, Samagra Siksha, Nayagarh.

14. DELIVERY PERIOD AND LIQUIDITY DAMAGE:

The selected bidder will deliver the printed materials at BEO Center of the district, within **10days** from the date of execution of agreement or before 7days of the scheduled date and Time of Examination whichever is earlier, failing which a penal damage @ Rs. 3000/- per day of delay will be levied. Thereafter the EMD & Performance Guarantee both will be forfeited and also the party will be subject to legal proceeding. Further the provision of Orissa Conduct of Examination -1988-V shall be invoked for any sorts of leakage of Question Papers either at the printing level or during transit.

15. SECRECY:

Utmost secrecy and confidentiality must be maintained, failing which the entire amount (EMD, Performance Guarantee and Contract cost) will be forfeited.

16. INSPECTION:-

- The purchaser or his authorized representative may inspect the said printing works before dispatch. The supplier should supply the printed Question and Report card.
- As per the requirement. No deviation shall be entertained. The printing work and day-to-day progress will be verified by DPC/Pedagogy Coordinator or any other officer authorized by the Collector / DPC. The packing of Question-Cum- Answer paper should be stapled / sealed properly.
- Quality of printing should of high order, without any mistake and execution should be neat and legible.
- 2% spoilage of paper cost will be allowed.

17. PAYMENT:-

- The payment shall be made on submission of invoice/ bill enclosed with duly signed delivery challan from BEO Concerned as token of receipt of delivery of required quantity of Question-Cum- Answer paper & Report card.
 - The payment will be made only after receipt of the testing report from TBPM, BBSR on quality of the paper used or as decided by OSEPA / District Purchase Committee. If any doubt will arise in quality of paper and GSM, printing sample may be send to the concerned mill for confirmation.
18. The Tender paper received without fulfilling the terms and conditions are liable to rejection.
19. The last date/time for submission of sealed tender papers/ bids to District project Coordinator, Samagra Shiksha, Nayagarh by(Registered/ Speed post) by 14.02.2020 at

5.30pm. The sealed Tender will be opened on the next day i.e 15.02.2020 at 2 am in the office of the District Project Coordinator, Samagra Shiksha, Nayaageh. No postal delay will be entertained.

20. The envelope containing the tender papers should be duly marked "THE TENDER FOR PRINTING & SUPPLY OF QUESTION CUM ANSWER PAPERS" & REPORT CARD .2019-20.
- 20 The Collector-cum- Chairman, SSA, Nayagarh reserves the right to accept or reject any or part of the bid and to cancel the bidding process at any time without assigning any reason thereof and all the disputes are subject to Nayagarh Jurisdiction

2/15/2020
DEO Cum- District project Coordinator
Samagra Shiksha, Nayagarh

APPLICATION OF TECHNICAL BID

TENDER APPLICATION FOR PRINTING, PACKAGING AND SUPPLY OF QUESTION PAPER-CUM-BLANK ANSWER SHEETS FOR SUMMATIVE ASSESSMENT –II 2020 AND STUDENTS REPORT CARD, FOR 2019-20.

DETAILS OF PRINTING FIRM/COMPANY

Name & Address of the Firm/ Company/ Web- Offset Printer along with Mobile No	Cost of Tender Paper details (i.e DD No/ Bank/Branch with Date) in respect of Rs. 4000.00	EMD Details (i.e DD No/ Bank/Branch with Date) Both for QUESTION PAPER & REPORT CARD

DETAILS OF ENCLOSURE:

PARTICULARS	REGISTRATION NO	PHOTO COPY OF DOCUMENTS SUBMITTED YES/NO
GSTIN REGD NO		
VAT CLEARANCE		
PAN		
UDYOG AADHAR		
IT RETURN		
SALE TAX CERTIFICATE		

SAMPLE PAPER (Paper Sample mentioning the company details, duly signed & stamped with Seal & Signature of the bidder)

ITEMS QUOTED FOR	OSEPA PRESCRIBED QUALITY	SAMPLE SUBMITTED (YES/NO)
QUESTION PAPER-CUM-BLANK ANSWER SHEETS	As at Annexure-A	
REPORT CARD	As at Annexure-B	

DECLARATION

I Sri/ Smt _____ Proprietor/ Director/ Partner of M/S _____ hereby declare that the above statements are made true and correct to the best of my knowledge and belief. I have applied for this printing work understanding all the term & conditions mentioned in the Tender Call Notice No. _____ Date _____.

Date:

Seal & Signature of the Bidder

APPLICATION OF FINANCIAL BID

(to be packed in a separate , sealed envelope which is superscribed on the top of the envelope i.e., “
FINANCIAL BID FOR PRINTING, PACKAGING AND SUPPLY OF QUESTION PAPER-CUM-BLANK
ANSWER SHEETS FOR SUMMATIVE ASSESSMENT –II 2019-20 AND STUDENTS REPORT CARD.

Name & Address of the Firm/ Company/ Web- Offset Printer along with Mobile No

S.L.NO	TYPE OF PRINTING MATERIAL	SPECIFICATION	RATE QUOTED FOR PRINTING OF 2500 SHEETS (Single side)	RATE QUOTED FOR PRINTING OF 2500 SHEETS (Both side)	Transportation cost per Kilo Meter
1	QUESTION PAPER-CUM-BLANK ANSWER SHEETS	Paper Quality-60 GSM cream Wove), Demy 1/4			
2	STUDENTS REPORT CARD	Paper Quality-220 GSM Pulp Board, Demy ¼, Printing Bi- colour			

Date:

Seal & Signature of the Bidder

NORMS FOR PRINTING OF QUESTION PAPERS

1. Paper to be choosen from mentioned Mills/Industry
(R.P.C.L./ TNPL/ J.K./BILT/DELTA/ ANDHRA PAPER/EMAMI/ SATIA)

2. Quality of paper 60 GSM (Cream Wave)
3. Size of the question paper A-4 size
4. Cost of paper per ream in A-4 Rs 660/- (Approximately)
5. 075 copies of question papers to be supplied by the office
(As per OPEPA norms i.e. Rs 22.00 per page)
6. The printing cost should be inclusive of Plate Making cost. If the number of
unaided questions is less than 50,000 then one plate Making charge @ Rs 350/
per forma (i.e. 8 pages) will be allowed.
7. Printing charges up to 1000 pages single side of A-4 size is Rs 11.00
8. 2% spoilage in paper is allowed for printing
9. Transportation from press to the office (or destination) will be charged as per
local rate.
10. In case of deviation from the norms, the districts should obtain prior permission
by giving sufficient justification for deviation.
11. For verification of paper quality of the supplied question the paper sample
submitted by the approved firm should be sent to the Director, Text Book
Production and Marketing with seal and signature of the DPC.
12. L-1 to be taken from prescribed mills.
13. Only prescribed paper is allowed in tenders/quotations.
14. Other paper will not be allowed for the purpose.
15. After use, if any doubt on quality or GSM, Printed sample may be sent to
concerned mill for confirmation of its quality if required by the certifying
authority.
16. Printing must be in Offset process using eco-friendly ink (I.S.O. I.S.I) standard as
directed by Hon'ble High Court, Odisha.
17. Bidder must give detail about the Mill on sample paper with the signature and
seal of the dealer.


Ananta Kumar
Director BPC
Text Book Production
& Marketing, BBSR-1