

**DISTRICT PROJECT OFFICE,
SARVA SHIKSHA ABHIYAN, BALASORE
SHORT TENDER CALL NOTICE NO—310 /Date-01/02/2012
FOR PRINTING OF QUESTION-CUM- BLANK ANSWER SHEETS**

Sealed tender in prescribed format are invited from reputed, credible, experienced, registered offset printers having valid PAN, TIN and VAT Clearance certificate in form-612 for printing & supply of Question Papers-Cum-Blank Answer Sheets and Progress Cards for ensuing Assessment Exercise-2012 from Class-I to Class-VIII of Govt. and Govt. Aided Schools of Balasore District. The tentative number of required sheets for printing of Questions (both oral & written) will be 64,50,000 sheets (approx) and progress Card will be 3,91,000 sheets (approx), subject to variation as per actual requirements. For terms & conditions, application formats and specification of Question Papers-Cum-Answer Sheets the bidder may refer to the web site (www.baleswar.nic.in) and (www.opepa.in) or the same be collected from DPO, SSA, Balasore. Last date and time for submission of sealed tender/quotation is dated 13/02/2012 at 5.00 P.M (**only through Speed/Regd, Post**) with address to District Project Office, SSA Balasore, At-Public High School Compound, ADM Chhak, Balasore-756001. The Collector-Cum-Chairman, SSA, Balasore reserves the right to accept or reject whole or part of the bid at any time without assigning any reason thereof.

By the order of Collector-Cum-Chairman,

District Project Coordinator
SSA Balasore

DISTRICT PROJECT OFFICE
SARVA SHIKSHA ABHIYAN ,BALASORE

TENDER FOR PRINTING & SUPPLY OF QUESTION PAPER-CUM-BLANK ANSWER SHEETS AND PROGRESS CARDS FOR THE ASSESSMENT EXERCISE -2012 FOR ELEMENTARY SCHOOLS FROM CLASS-1 TO CLASS VIII OF GOVT/GOVT AIDED PRIMARY/UPPER PRIMARY SCHOOLS AND HIGH SCHOOLS OF BALASORE DISTRICT.

DETAIL INFORMATION, TERMS & CONDITIONS

1. ELIGIBILITY TO APPLY:

Registered experienced offset printers having valid PAN, TIN, VAT Clearance Certificate in Form-612 for printing and Supply of question papers-cum-Answer Sheets. Intending bidders have to quote their offers in enclosed prescribed formats.

2. QUANTITY:

In bulk 64,50,000 (approx) sheets for question-cum-answer sheets. In bulk 3,91,000 (approx) sheets progress cards. The required quantity may increase or decrease.

3. SIZE & SPECIFICATION:

Quality of Question Paper: **60GSM (Good Quality Cream wove paper)**

Size of Question papers: **Demi1/4th**

Specimen of question (Oriya and English) may be inspected during office hours.

Quality of Progress Card: **140 GSM** good quality colour paper.

Size of progress card: **Demi1/4th**.

4. PLACE OF DELIVERY:

The delivery is to be made at 12 nos. of Block Resource Centers (BRC buildings) of the district.

(Distance in km to different BRC from District Headquarters:- Simulia-55km, Khairia-40km, Oupada-40km, Soro-30km, Bahanaga-20km, Sadar-0km, Nilagiri-25km, Remuna-08km, Basta-25km, Jaleswar-65km, Bhogarai-90km and Baliapal-55km)

5. PACKAGING:

Question-cum-answer sheets shall be packaged separately by extra cover paper subject-wise, class-wise and also school wise indicating name of schools, clusters and subjects/classes and number of questions packaged. Then the packets shall be sorted cluster wise and packaged in gunny bags and delivered at block points. The progress cards shall be packaged in 100 sheets each bundle and stored block wise. The subject wise class wise, school wise, cluster wise and block wise indent will be provided at the time of issue of supply 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. PRICE

(i) Printing of Question-Cum-Answer sheets

The rates quoted should be inclusive of cost of papers meant for printing, printing costs, stitching, folding and packaging charges, all incidental charges and all taxes but excluding transportation costs to the delivery place. **(Rates per thousand sheets to be quoted separately for both side printing as well as single side printing)**

Total transportation costs to the delivery places should be shown separately which may be negotiated as per prevailing local rate.

(ii)**Printing of Progress Cards**:- The rates quoted should be inclusive of all charges, taxes and transportation cost to the delivery places(rate per thousand sheets to be quoted for both side printing and single side printing separately).

Rates will be quoted clearly and definitely in words and figures.

(iii) The rate quoted should be free from any correction and errors. In case there is any difference between rates in figure and words the lower quoted rate shall be taken into consideration.

(iv) The rate quoted by the bidders shall be fixed for the duration of the contract.

8.EMD AND PROCESSING COSTS:-Bid must be accompanied with an amount of Rs.30000/- (Rupees thirty thousand) as EMD(refundable)and processing costs of Rs.1000/(Rupees one thousand) only (non-refundable) in shape of DD/Bankers cheque payable at SBI Balasore on or after the date of publication in favour of District Project Coordinator , SSA Balasore will be accepted. EMD to be forfeited in case of withdrawal of tender application /expression of inability to supply. Besides, EMD of unsuccessful bidders will be refunded after finalization of the tender.

9. No preference will be given to any bidder or class of bidders either for the EMD/security deposit or for other terms and conditions. This will apply to PSUs, Co-Operative Societies and such other categories in the state who will be treated in the same footing as other bidders.

10. VALID PAN, TIN, VAT CLEARANCE CERTIFICATES:

Bid must be accompanied with Xerox copies of valid VAT Clearance Certificate in Form-612 and allotted number copies of PAN and TIN. The same may be verified with the original at the time of opening of tender/as and when required. Therefore the bidders are requested to come with the original documents.

11. SAMPLES:

Paper sample duly signed and stamped must be attached with the tender application. (Should be marked with brand name and rate per thousand for single/both side printing)

12. AWARD OF CONTRACT:

A. The purchaser shall award the contract to the bidder whose bid has been determined.

(i) To be substantially responsive to the tender document.

(ii) To offer the lowest evaluated cost .In deciding the quality of samples, the decision of the district purchase committee will be final and no complaints whatsoever in this count will be entertained.

B. The successful bidder is to execute an agreement in a non-judicial stamp paper.

13. PERFORMANCE SECURITY.

Total Performance Security is Rs.80,000/-.The EMD Rs.30000/-of successful bidder will be converted as part of Performance Security and balance of Rs.50,000/-(Rupees fifty)only is required to be deposited at the time of execution of agreement for a period of 45days (from the date of supply)or as decided by the purchase committee. Failing which the EMD amount will be forfeited. The performance security is Rs.20000/- only if the bidder will be selected only for Progress cards. All other terms & conditions are same.

14. DELIVERY PERIOD AND LIQUIDITY DAMAGE.

The selected bidder will deliver the printed materials within 15 days on execution of agreement at Block Resource Centers (BRC Building) of the district failing which @Rs.3000/-for each delay days will be levied from 1st to 3rd delay days .Thereafter the EMD & Performance Security both will be forfeited and also the party will be subject to legal proceeding since the materials are related to Assessment Exercise-2012, which is a time bound programme.

15. SECRECY:

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

16. INSPECTION : The purchaser or his authorized representative may inspect the said printing works before dispatch and the supplier shall afford all facilities for such inspection.

17. The Supplier should supply the printed question papers and Progress Cards as per **selected** paper qualities and size. No deviation shall be entertained.

If any deviation is found, then the supply order will be cancelled, EMD and performance security both will be forfeited and also the supplied printed materials will be refunded to the supplier at his own cost.

18. PAYMENT:

i) The payment shall be made on the basis of receipt of testing report from TBPM, BBSR on quality of the paper used or as decided by OPEPA / District Purchase Committee.

ii) On receipt of materials on good conditions at delivery point subject to fulfilling the terms and conditions.

iii) On receipt of first Challan from supplier of duly countersigned by BRCC and 2nd challan from BRCC.

19. Conditional / incomplete bids are liable to rejections.

20. The tender paper receive without full filling the terms and conditions are liable to rejections

21. The last date and time for submission of sealed tender papers /bids to the District Project Office, SSA, Balasore (By **Registered /speed Post only**) is dtd.13/02/12 at 5.00 P.M. The sealed tenders will be opened on next day i.e., dtd.14/02/2012 at 11.00 AM in the Office Chamber of the DPC, SSA, Balasore in presence of the bidders or their authorized representatives. **No Postal delay will be entertained.**

22. The envelope containing the tender papers should be duly marked **“Tender for Printing & Supply of Question –cum Answer Sheets & Progress Report Cards for Assessment Exercise - 2012”**.

23. The Chairman, SSA-Cum- Collector, Balasore 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 no intimation will be made to the bidder in the matter.

District Project Coordinator
SSA, Balasore

PROFORMA FOR TENDER
FOR PRINTING AND SUPPLY OF QUESTION PAPERS CUM BLANK ANSWER SHEETS

1) Name of the Firm/Proprietor:_____

2) Detail Address:_____

3) Telephone & Mobile No:_____

4) Whether Offset Printer is available or not:_____

5) Pan No:_____

(Self attested photocopy be enclosed)

6) TIN No:_____

(Self attested photocopy be enclosed)

7) VAT Clearance Certificate in Form No-612:_____

(Self attested photocopy be enclosed)

8) DD No./Date/Amount/Drawee Bank:_____

Sl No	Description of printing(single side or both side)	Size of 60 GSM Paper	Brand of 60 GSM Cream Wove Printing Paper	Rate per 1000 Nos sheets in words & in figure(inclusive all charges, taxes but excluding transportation cost)

Extra:

1) Total Transportation Cost-Rs._____ (Rupees_____)Only

Certify that the documents and information furnished above are correct and no part of it is false or fabricated. We agree to supply the above printing materials in accordance with the technical specification and as per the terms & conditions specified.

Date:

Signature of the
Owner/Proprietor of the firm

PROFORMA FOR TENDER
FOR PRINTING AND SUPPLY OF PROGRESS REPORT CARD

1) Name of the Firm/Proprietor:_____

2) Detail Address:_____

3) Telephone & Mobile No:_____

4) Whether Offset Printer is available or not:_____

5) Pan No:_____

(Self attested photocopy be enclosed)

6) TIN No:_____

(Self attested photocopy be enclosed)

7) VAT Clearance Certificate in Form No-612:_____

(Self attested photocopy be enclosed)

8) DD No./Date/Amount/Drawee Bank:_____

Sl No	Description of printing(single side or both side)	Size of 140 GSM paper	Brand of 140 GSM Good quality printing colour Paper	Rate per 1000 Nos sheets in words & in figure(inclusive all charges, taxes and transportation cost)

Certify that the documents and information furnished above are correct and no part of it is false or fabricated. We agree to supply the above printing materials in accordance with the technical specification and as per the terms & conditions specified.

Date:

Signature of the
Owner/Proprietor of the firm