

OFFICE OF THE STATE PROJECT DIRECTOR
Gujarat Council of Elementary Education
SARVA SHIKSHA ABHIYAN
SECTOR – 17, GANDHINAGAR-382 017
NO. SSA / Media / 2014-15/

**INVITATION FOR THE TENDER FOR THE PRINTING OF
EDUCATION BOOKLET & GYANSHAKTI BROCHURE**

Date: / 05/2014

To,

Sub:- Invitation for the tender for the printing of Education Booklet & Gyanshakti Brochure under SSA.

1. You are invited to submit your most competitive rates for the following printing work :-

Particulars	Specifications	Quantity	Delivery Period	Place of Delivery
Education Booklet Gujarati	<ul style="list-style-type: none"> ➤ No.of pages ➤ Title Page - 04 page, 4 color ➤ Paper - 170 GSM ➤ Inner Page - 44 page ,4 color ➤ Paper - 130 GSM 	3000	As per Annexure-C	State Project Office
Education Booklet English	<ul style="list-style-type: none"> ➤ Booklet Size ➤ 5 inch (W) x 3.75 inch (H) (Close size) ➤ Binding : Central pinning ➤ Packing : 1 packet of 100 Booklet with booklet size. ➤ Design prepared by this office 	3000		
Gyanshakti Brochure- Gujarati	<ul style="list-style-type: none"> ➤ Paper Size: Open size: H 21.50 cm x W 57 cm Close size: H 21.50 cm x W 14.00 cm ➤ Folds : 3 Folds ➤ Page : 170 gsm, Glossy Art Paper ➤ Printing : Both side printing 	5000	As per Annexure-C	State Project Office
Gyanshakti Brochure- English	<ul style="list-style-type: none"> ➤ Binding : No binding just Folding the sides ➤ Packing : 1 Bundle of 100 brochures tide with plastic lace and 1 box contain 10 bundles for easy transportation and carrying . ➤ Designing : Prepared by this office 	5000		

2. Bid Price

- a) The contract shall be for the full quantity as per description mentioned above.
- b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- c) Price should be inclusive of all taxes, transportation, packing, folding, cutting, charges if any.

3. Each bidder shall submit only one Tender.

4. Validity of Tender

Tender shall remain valid for a period not less than 90 days after the deadline date specified for submission, or any longer time limit mutually agreed by both side.

5. Evaluation of Tender

The Purchaser will evaluate and compare the tender determined to be substantially responsive i.e., which are properly signed and conformed to the terms and conditions and specifications.

6. Award of contract

The Purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price. Overall total will be considered while deciding L1. If be required, the competent authority will negotiate the prices, with over all 1st lowest responsible bidder only.

7. Not with standing the above, the purchaser reserves the right to accept or reject any tender and to cancel the bidding process and reject all tender at any time prior to the award of contract.

8. The bidder whose bid is accepted will be notified for the award of contract by the Purchaser prior to expiration of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. You are requested to provide your offer latest by **dated :- 20/05/2014 up to 16.00 hours.** The **price bid will be opened on the same day at 16.30** hours in the presence of the representative of approved printers.

10. Price bid for the offer of price is attached herewith as an **Annexure –A.**

11. **Tender Fee Rs. 500/- (Rs. Five hundred only) & EMD: Rs. 2500/- (Rs. Two thousand five hundred only) In form of D.D. Payable at Gandhinagar from any Nationalized Bank, Scheduled Bank in the name of, "State Project Director, SSA, Gandhinagar."** Tender without Tender fee & EMD shall be treated as cancelled.

12. Successful bidder will have to pay security deposit at the rate of 5% (five percent) of contract value in form of D.D. only. The D.D. should be of Nationalized Bank / Scheduled Bank only and in the name of **"The State Project Director SSA"** Payable at Gandhinagar. Bidder has to do agreement with this office within 05 days of the work order with above mentioned D.D. Failure will be treated as cancelled and punishable. Security will be refunded after 3 month from final payment of the bill.

13. Payment will be made after production of bill along with receipt of proof of delivery to OIC -Media, Media Branch, State Project Offices. A printer has to product the bill of paper used for these materials.

14. **Corrections** if any shall be made by crossing out, initialing, dating and rewriting.
15. Specimens of the paper "A" group paper mills as mentioned **Annexure – B** should be attached with the tender otherwise tender will not be considered. Printers should mentioned the GSM, type of paper and name of paper mill on the sample and sign with stamp, otherwise tender will be treated as cancelled. Bidder can submit sample of anyone mill and he has to use the paper of the same mill only.
16. **At any corner of material bidder has to print specification of Page i.e. gsm, type of paper and name of the paper mill, otherwise payment will not be done by SSA.**
17. Bidder has to finalize the proof from concerned officer i.e. OIC- Media within 1 days of the work offer and get Certificate for the same with date.
18. **Penalty :** If the bidder fails to supply the materials within 10 days (As per Annexure-C) for the Printing & supply of Education Booklet & Gyanshakti Brochure then, he may be liable for a Penalty @ 1% of the contract value per week or part thereof maximum 10% of Contract Value plus loss to our institution for this failure.

If the bidder fails to perform the contract as per terms and conditions and if the goods/printed materials are found to be inferior quality the quantity will not be accepted by the office, payment will be lesser, more penalty may be leviable, the empanelment may be cancelled and the security deposit may also be forfeited by this office.
19. The quantity & printing text pages shown in the tender is an approximate, it may be **variable as per our requirement.** Payment will be done proportionately.
20. Agency has to fulfill all the quality parameters of the paper, printing and binding. Third party paper testing of all quality parameters will be done by this office before delivery. Agency has to contact to Mr. Tarang on (O) 61603100 of M/s. SGS India Pvt. Ltd. before 2-3 days for the random selection of the materials before delivery invariably. Bidder has not to deliver material without receiving satisfactory testing report. 50% of paper testing charge will be bear by agency and 50% charge will be bear by this office. In case of failure of paper in testing 100% testing charges will be bear by the agency. Agency is also liable to penalty and/or any other action if papers are not found satisfactory in the testing. It may be black listed also as per our decision.
21. Rate may be valid for 9 months of expiry of present empanelment whichever is earlier. If repeat order issued for quantity, greater than 50% of original order the same rate shall be applicable.

ANNEXURE-A

PRINTING OF EDUCATION BOOKLET & GYANSHAKTI BROCHURE PRICE BID

Description of Goods	Specifications	Quantity (sets)	Rate for Unit		Total Amount Rs.
			In Figure	In Word	
1	2	3	4	5	6 (col. 3 x 4)
Education Booklet Gujarati	<ul style="list-style-type: none">➤ No.of pages➤ Title Page - 04 page, 4 color➤ Paper - 170 GSM➤ Inner Page - 44 page ,4 color➤ Paper - 130 GSM➤ Booklet Size	3000			
Education Booklet English	<ul style="list-style-type: none">➤ 5 inch (W) x 3.75 inch (H) (Close size)➤ Binding : Central pinning➤ Packing : 1 packet of 100 Booklet with booklet size.➤ Design prepared by this office	3000			
Gyanshakti Brochure- Gujarati	<ul style="list-style-type: none">➤ Paper Size: Open size: H 21.50 cm x W 57 cm Close size: H 21.50 cm x W 14.00 cm➤ Folds : 3 Folds➤ Page : 170 gsm, Glossy Art Paper➤ Printing : Both side printing➤ Binding : No binding just Folding the sides➤ Packing : 1 Bundle of 100 brochures tide with plastic lace and 1 box contain 10 bundles for easy transportation and carrying .➤ Designing : Prepared by this office	5000			
Gyanshakti Brochure- English		5000			
Total Rs. in Figure					
Total Rs. in Word					

Date :-

Signature :-

ANNEXURE-B

PRINTING OF EDUCATION BOOKLET & GYANSHAKTI BROCHURE

LIST OF PAPER MILLS WHOSE PAPER CAN BE USED

Sr. No.	"A" Group Mill
1	J. K. Paper Mills Ltd.
2	The west coast Paper Mills Ltd.
3	Hindustan Paper Corporation Ltd.
4	Bellarpur India Ltd., Bilt Royal
5	Andhra Pradesh Paper Mills Ltd.
6	Tamil Nadu Paper Mills Ltd.
7	Seshasayee Paper & Boards Ltd.
8	Orient Paper Mills

Note:-

- (1) Bidder has to submit the sample of paper with specification, i.e. gsm, type of paper, name of paper mill with sign. & seal with technical proposal otherwise tender will be treated as none responsive. And he has to use same paper in the material as per sample only.

Sign & Seal of the Bidder

ANNEXURE-C

TIME SCHEDULE FOR

PRINTING OF EDUCATION BOOKLET & GYANSHAKTI BROCHURE

Sr. No.	Particular	Nos. of Days for work	Total days for work
1	Work Order	W.O.	
2	Proof Reading	01	W. O.+ Proof Reading (01)
3	Printing of Materials	05	W. O.+ Proof Reading + Printing of Materials (6)
4	Testing materials & Receive its Report	03	W. O.+ Proof Reading + Printing of Materials + Testing materials & Receive its Report (9)
5	Supply the materials	1	W. O.+ Proof Reading + Printing of Materials + Testing materials & Receive its Report + Supply the materials (10)

Note: Above Time Schedule is suggested but bidder has to supply the materials on or before 10 days from the date of Work Order otherwise penalty will be levied as per tender clause No.18.