

OFFICE OF THE DISTRICT MAGISTRATE AND COLLECTOR, SAMBALPUR

(Social Welfare Section)

No. 1282 / SW Dt. 13.03.2024

TENDER NOTICE

Sealed Tenders in prescribed formats are invited from intending firms for DG based work book (Karya Pustika- Part1 & Part-2) of Sambalpur District.

The Tender paper containing detailed Terms and Conditions, EMD, required Certificate and other statutory requirements etc. can be downloaded from the District Website: www.sambalpur.nic.in . The tender fees of Rs. 2000/- (Rupees two thousand) only which is non refundable shall be submitted along with the tender papers. The tender papers complete in all respect along with other required documents should reach in sealed cover to the DSWO, Sambalpur on or before 22.03.2024 by Registered post/ Speed Post/Courier/ By hand. The Authority shall not be responsible for any kind of postal delay. The Tender paper shall be opened on 27.03.2024 at 3.00PM by the Collector, Sambalpur/ the officer authorised by the Collector in presence of the members of Tender Committee and Tenders or their authorised representatives. The Tender received beyond the scheduled date and time and incomplete tenders shall not be taken into considerations.

The undersigned reserves the right to reject or cancel any or all the tender without assigning any reasons thereof.

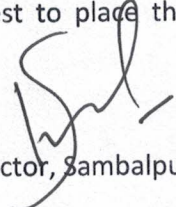
Memo No 1283 / SW Dt 13.03.2024

Copy to the Office Notice Board/ the DIO, Sambalpur with a request to upload the notice in the District Website for information of all concerned.


Collector, Sambalpur 13/3/24

Memo No 1284 / SW Dt 13.03.2024

Copy to PD-DRDA, Sambalpur/ All PA-ITDA/ Sub-Collectors-Sambalpur Sadar, Kuchinda and Rairakhol/ All BDO/ All CDPOs of Sambalpur District/ DIPRO-Sambalpur / GM-DIC, Sambalpur/ CSO, Sambalpur/ CDMO, Sambalpur for information with a request to place the notice in their notice board.


Collector, Sambalpur

**DETAILED TENDER NOTICE & TERMS AND CONDITIONS FOR PRINTING OF DG BASED WORK
BOOK FOR SAMBALPUR DISTRICT DURING THE YEAR 2023-24**

Sealed Tenders in prescribed formats are hereby invited from intending firms for printing of DG based work book (Karya Pustika- Part 1 & Part 2) for 528 Co- Located AWCs of Sambalpur District.

The Tender shall be received by the DSWO, Sambalpur on behalf of the Collector, Sambalpur till 22.03.24 by 5PM and will be opened on dated 27.03.24 at 3 PM in SSA conference Hall.

The Tender paper should be submitted in sealed covered super scribed in block capital letters such as "TENDER FOR PRINTING AND SUPPLY OF DG BASED WORK BOOK FOR SAMBALPUR DISTRICT DURING THE YEAR 2023-24".

The detailed tender paper along with prescribed tender schedule can be obtained from office of the DSWO, Sambalpur on any working day during the office hour from date 13.03.24 to 22.03.24. The tender without original DD will be summarily to be rejected. The detailed tender paper should be returned with the tender duly signed by the tenderer as token of acceptance of the terms and conditions. However firms downloading tender paper from District Website to submit the tender documents must enclose DD amounting to Rs 2000/- (Rupees two thousand) only in favour of DSWO, Sambalpur payable at Sambalpur. All tender paper documents are to be self-attested by the tenderer. The tender received beyond the scheduled date and time and incomplete tenders shall not be taken into consideration.

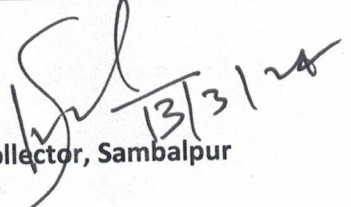
The undersigned reserve the right to reject/ cancel any or all the tenders without assigning any reasons thereof.

The detailed specification of DG Based Work Book to be printed can be inspected in the office of the DSWO, Sambalpur in any working day till 22.03.24 by 1.00 PM and softcopy of prototype may be taken by the tenderers before filling tenders. The Tenderer/ authorised representatives should present along with all originals documents at the time of opening of tender paper for verification.


Collector, Sambalpur

SPECIFICATION

Sl No.	Component	Unit Cost	Specification	Quantity to be printed	Tender Value
1	DG BASED WORK BOOK ((Karya Pustaka- Part 1 & Part 2)- 1 set	RS 1560 for 6 set of Work Book per AWC (5 sets for 5-6 years children & 1-set for AWW/Teacher (@ Rs. 260 per set)	Size 1/4 Demy Paper GSM: 250 GSM(Cover) 80 GSM (inner)	528 Co-located AWC x 6 set per AWC = 3168 sets	Rs. 8,23,680/-


13/3/24
Collector, Sambalpur

TERMS AND CONDITIONS

1. TECHNICAL BID

Technical bid should contain the following in Annexure-1

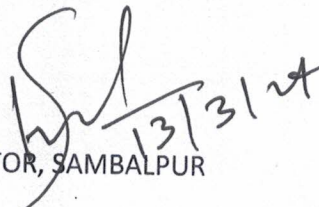
1. Name of the Firms/ Printing Press
2. Address/ Mobile / email ID
3. Registration certificate of firm
4. Copy of PAN Card of the firm
5. Original Money receipt
6. A Demand Draft of Rs. 5000/- (Rupees five thousand) only as EMD from any Nationalised Bank payable at Sambalpur in favour of the District Social Welfare Officer, Sambalpur
7. DIC Registration
8. Income Tax registration and update IT returns
9. Attested copy of GST/VAT valid registration clearance and up to date tax payment clearance
10. Copy of GSM Paper
11. 1 Sample copy of Work book
12. Certificate of performance
13. Whether all documents submitted duly signed by the authorised signatory of the Organisation.

2. FINANCIAL BID

The financial bid should contain the price of the unit cost of DG Based Work Book (Karya Pustika Part 1 & 2) in the prescribed format in Annexure-2 of the tender paper.

3. The tender has been invited under two bid system i.e Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes super scribing "Technical Bid" and "Financial Bid" FOR PRINTING OF DG BASED WORK BOOK FOR SMABALPUR DISTRICT DURING THE YEAR 2023-24. Both Sealed envelope should kept in a third sealed envelope Super Scribing " TENDER FOR PRINTING OF DG BASED WORK BOOK FOR SMABALPUR DISTRICT DURING THE YEAR 2023-24".
4. The successful tenderer shall be required to print & supply the Work Book only as per the number of Work Book to be suggested by this office.
5. The tenderer shall carefully go through all the terms and conditions of the tender documents and submit the tender paper correctly. The tender paper should be filled in properly and legibly without any correction/ overwriting and must be typed copy/ computer copy. No opportunity shall be given to the tenderer to rectify or amend any defect at the time of scrutiny. The rate should be written both in words and in figures in the tender schedule. The rate quoted should be final and the tenderer shall not be allowed to change the same under any circumstances and it should be valid for one year from the date of opening of the tender.

6. Earnest Money to the tune of Rs. 5000/- (Rupees five thousand) only in shape of Demand Draft in favour of District Social Welfare Officer, Sambalpur shall be furnished along-with tender. Tenders without Earnest Money will be liable for rejection. EMD in the form of Cash/ Cheque shall not be accepted. No tenderer shall be allowed to withdraw his tender/ Earnest Money Deposit until the tender is finalised. In case successful tenderer refused to supply & printing the materials after acceptance of his tender, the Earnest Money deposited by him will be liable for forfeiture.
7. The price quoted should be inclusive of all taxes.
8. The cost of each unit shall valid for one year from the date of finalisation of the Bid.
9. In case of disputes about the quality, the Collector or his authorised representatives will cause an enquiry and take suitable action including debarment against the supplier.
10. The supplier shall have to submit the claim bills directly to the DSWO, Sambalpur for their payment after delivery to the ICDS Projects.
11. Tender received after the stipulated date and time or without sample shall be liable for rejection.
12. The right of acceptance of tender rests with the Collector, Sambalpur who does not bind himself to accept the lowest tender and also reserves the right to cancel or reject any or all the tender without assigning any reason thereof. In case of any dispute, the order/ decision of the Collector, Sambalpur will be final and binding.
13. The performance security will be 5 % of the Contract value. If the firm fails to execute the contract, the security money will be forfeited. The security money will be refunded after successful execution of the contract within 28 days after completion of the contract.
14. The tenderer has to sign in each of the tender paper as acknowledgement of acceptance of the terms, conditions, specifications etc.


COLLECTOR, SAMBALPUR

I do agree and abide by the above terms and conditions

Signature of the tenderer with seal

Date:

TECHNICAL BID AND FINANCIAL BID

ANNEXURE-1 (TECHNICAL BID)

After carefully examination of the tender specification referred therein, I do hereby supply the below information to execute the tender process for printing and supply of DG Based Work Book for Sambalpur District during the year 2023-24 in accordance with the terms and conditions as mentioned in the tender paper.

Sl No	Unit	Submitted (Yes/No)	Page No
1	Name of the Firms/ Printing Press		
2	Address/ Mobile / email ID		
3	Registration certificate of firm/ Printing Press		
4	Copy of PAN Card of the firm/ Printing Press		
5	Original Money receipt		
6	A Demand Draft of Rs. 5000/- (Rupees five thousand) only as EMD from any Nationalised Bank payable at Sambalpur in favour of the District Social Welfare Officer, Sambalpur		
7	DIC Registration		
8	Income Tax registration and update IT returns		
9	Attested copy of GST/VAT valid registration clearance and up to date tax payment clearance		
10	Documents of any past experience of printing and supply of the material to Govt. organisation (copy to be submitted)		
11	Sample Copy of GSM Paper to be used		
12	Whether all documents submitted duly signed by the authorised signatory of the Organisation		
13	1 Sample copy of Work Book		

I, Sri/Smt. proprietor of do hereby undertake that the above information are true and correct. I further undertake to abide by the terms and conditions laid down in the tender paper and any deviation of the terms and conditions shall be liable for initiation of action by the Authority as per law/ procedures against me.

Signature of Tenderer

With seal

ANNEXURE-2 (FINANCIAL BID)

After careful examination of the tender specification referred therein, I do hereby tender to execute the under mentioned printing and supply of DG Based Work Book of Sambalpur District for the year 2023-24 in accordance with the conditions as noted below in consideration of payment being made at the rate specified in the following schedule.

Sl No.	Component	Specification	Quantity to be printed	Rate per set	Quoted Rate (in Rs.) including GST & Transportation
1	DG BASED WORK BOOK ((Karya Pustika- Part 1 & Part 2)- 1 set	Size 1/4 Demy Paper GSM: 250 GSM(Cover) 80 GSM (inner)	528 Co- Located AWC x 6 set per AWC= 3168 sets	Rs. 260/-	

I, Sri/Smt. proprietor of do hereby undertake that the above information are true and correct. I further undertake to abide by the terms and conditions laid down in the tender paper and any deviation of the terms and conditions shall be liable for initiation of action by the Authority as per law/ procedures against me.

Signature of Tenderer with Seal