OFFICE OF Dy. GENERAL MANAGER (Tech.)
PROJECT IMPLEMENTATION UNIT, 6-LANE GANGA BRIDGE
Bihar State Road Development Corporation Ltd.
(A Government of Bihar Undertaking)

Website: www.bsrdcl.bih.nic.in Email: piusixlane.bsrdcl@gmail. Mob. No.-9431005728

Letter No. BSRDC Ltd./PIU (6-Lane G.B.)-068/2017- 134 Patna, Dated 15.04.2017

Emergent Notice inviting Quotation (NIQ) for Designing, Printing of Brochure and Preparation of Memento for 8th Foundation Day Celebration of BSRDC Ltd., Patna

Separate Sealed quotations are invited for Designing, Printing of Brochure and Preparation of Memento for 8th Foundation Day Celebration of BSRDC Ltd., under two Bid systems (as enclosed Part-I: Technical Bid and Part-II- Financial Bid) by the Dy. General Manager (Tech), BSRDCL, Project Implementation Unit, 6-Lane Ganga Bridge, from resourceful, bonafide and experienced contractors having experience in execution of similar nature of works for such works as stated in the Annexure proposed for Eighth Foundation Day of Bihar State Road Development Corporation Ltd." function to be held at BSRDCL HQ, RCD Central Mechanical Workshop Campus, Near Patna Airport, Sheikhpura, Patna – 14 on 25th April 2017.

Details of quotation are enclosed in separate Annexure –

Last date of Issue of Quotation Paper	:	19.04.2017 upto 2.00 P.M
Last date of Submission of Bid	:	19.04.2017upto 3.00 P.M.
Date of opening of Technical Bid and presentation by quotationer	:	19.04.2017 at 3.30 P.M.

Interested parties are requested to see our website **www.bsrdcl.bih.nic.in**.

General Terms & Condition

1. The intending Quotationer can see the form on the website and the same may be obtained from the Project Implementation Unit 6-Lane Ganga Bridge, (Sampark) at BSRDCL after furnishing Xerox self-attested copies of valid certificates of Trade License, Permanent Account Number (PAN) of Income Tax Department and Professional Tax return from the concerned Deptt. Quotation forms and other documents will be issued to the contractors free of cost from this office on all working days between 10 A.M and 6.00 P.M on production of the aforesaid documents up to the scheduled date.

2. Copy of address (address for correspondence) proof certified by any govt. department, local authority, MLA, councillor of the area will have to be submitted along with the application. All originals will have to bring which will be returned after verification.

3. All firms are required to submit the following information/ documents along with their quotations failing which their offer will be ignored:

   a) Name and full address of their Banker with their Account Number.

   b) List of organisation/offices to which the bidding firm has rendered similar services for the last 3 years must be submitted in the format enclosed at Annexure-"I" to this tender document.

   c) Eligible Criteria: Turnover of minimum Rs.1 crore for three successive years. Up-to-date Sales Tax and income tax return and relevant experience of design and printing of brochure and preparation of memento.

   d) Earnest Money Deposit in form of a DD of 20,000/- in favour of "DGM (TECH) BSRDCL PIU 6-Lane Ganga Bridge" payable at Patna,. The EMD shall be returned to the unsuccessful bidders. In case of successful bidder, the same shall be retained as Performance Guarantee Money and shall be returned following the successful completion of the work. In the situation where the successful bidder refuses to execute the work the EMD/Performance Guarantee Money shall be forfeited.

4. Per piece price of each component of the item should be quoted. In case of bundled price, the offer shall be summarily rejected.

5. The financial bid of only technically qualified bidders **(Qualifying Score: min. 80 points for each work and must qualify in each work)** shall be opened. The undersigned reserves the right to refuse to issue quotation papers without assigning any reason what so ever and no challenge against such refusal will be entertained. The contractor will also not be entitled for any compensation for rejection of the application.

6. Quotation may be submitted though Post/Courier/ or by hand.

7. Quotation should be submitted in sealed cover and superscribed with the Name of the Work quotation for, with N.I.Q No.

8. The rates are to be quoted both in words and figures as per schedule and perusing necessary Terms & Conditions attached herewith. In case of any dispute regarding rates, the rate quoted in words will prevail. The rates quoted should be considered as inclusive of sales tax and other taxes and all other charges. No claim for any extra charge what so ever will be entertained.

9. The quotationer should sign all corrections in the quotation with the date. The Quotation must sign each page of the quotation paper, notice, relevant drawings, schedules etc. which forms part and parcel of the quotation document. The intending quotationer is required to sign in English or Hindi. Signature of quotation in all locations must be identical but the rates shall be quoted in English only.

10. Quotationer who will sign on the Quotation on behalf of a company or firm must produce the registered documents in respect of their competency to do so, failing which the Quotation will not be considered.

11. Conditional quotation will not be entertained and shall be deemed as 'Incompetent' and will be summarily rejected.

12. The Quotation form issued from the Office of the undersigned must be returned with all enclosures to this office on the date of receipt of Quotation. If any Quotationer does not return the Quotation paper and do not state the satisfactory reason of non-submission of the Quotation paper within 2 (two) days, the undersigned reserves the right to disqualify the contractor to participate in any Quotation up to a period as may be decided by the undersigned.

13. Quotation Documents are not transferable.

14. The Quotation will be opened in presence of Quotationers or their authorized representatives who may be present at the time of opening if they so desire. The Quotationers or their authorized representatives may be permitted to put their signature on the Quotation Register or on the opening sheet of the quotation. If considered necessary, instant bid may be conducted immediately after opening of quotation in order to lower the rates obtained.

15. The acceptance of the Quotation will rest with the accepting authority who does not bind himself to accept the lowest or any Quotation and reserves the right to reject any or all the Quotations received without assigning any reason thereof.

16. Before submission of any Quotation, Quotationers may visit the sites and satisfy themselves about the local conditions and also other matters that may be raised in relation to the work. Any Quotationer who shall submit quotation should be presumed to have done so as no claim whatsoever will be entertained on any account afterwards.

17. The Quotation Inviting Authority reserves the right to deny or accept or reject any or all the applications and even to annul the quotationing process at any point of time without prejudice to further action and without assigning reason thereof.

18. If any quotationer withdraws his offer before acceptance or refuse to work within a reasonable time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for submitting quotation to this authority for a period as may be decided by the undersigned.

19. In case of any inadvertent typographical mistake in the document, the same will be treated to be so corrected as to confirm with the prevailing relevant schedule of rates and/or technically sanctioned estimate.

20. Letter or other instrument submitted separately in modification of the sealed quotation will not be entertained.

21. Canvassing in any form is strictly prohibited and any quotationer found to have resorted to canvassing shall be liable to have his Quotation rejected summarily.

22. Intending quotationer should note that he will have to work simultaneously with other contractors already entrusted with other work or with contractors to be entrusted with other work in the same site. The contractor will have to work in close coordination &co-operation and harmony with all the contractors engaged in the project. Any claim for idle hour, for any reason whatsoever, will not be entertained under any circumstances.

23. Departmental materials will not be issued under any circumstances. Department, unless otherwise stated means Bihar State Road Development Corporation Ltd.

24. The provision of the Power of Attorney, if any, must be subject to the approval of the department. Otherwise the department shall not be bound to take cognizance of such Power of Attorney.

25. **Payment Terms:** No advance payment shall be released. Payment shall be made on successful completion of the work on the receipt of bill.

26. **NON TRANSFERABILITY:** This tender is non-transferable.

27. BSRDCL will not be held responsible for making payment against any anticipated profit and/or compensation for any losses or price escalation whatsoever for the works as stated in the annexure of this NIQ.

28. There may be some variation in the quantities. The rate for the varied quantity shall be same as per the quoted rate.

28. Any corrigendum to this tender will be circulated through Official Website of BSRDCL (www.bsrdcl.bih.nic.in). Participants are requested to follow the website.

Sd/=

Dy. General Manager
PIU 6-Lane Gagna Bridge
Bihar State Road Development Corporation Ltd.,
RCD Central Mechanical Workshop Campus,
Sheikhpura Patna – 800 014.

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ANNEXURE -I

Letter No. BSRDC Ltd./PIU (6-Lane G.B.)-068/2017 Patna, Dated:

Sl. No.	Name of Work	Quantity	Time of Completion	Eligibility
1	Brochure	500 Nos.	0-3 days	Resourceful, bonafide and experienced contractors
2	Memento	20 Nos.	0-3 days	Resourceful, bonafide and experienced contractors

Note:

1. The proposed/interested quotationers may visit the office of the undersigned to see the sample of brochure/memento, so that they can understand the nature of work accurately
2. The quoted rates shall be for the complete work and shall be inclusive of the cost of all materials, printing, cartage and taxes, as applicable etc.
3. The materials are to be delivered at the Office of the Dy. General Manager (Tech), Project Implementation Unit 6-Lane Ganga Bridge, (Sampark) at RCD Central Mechanical Workshop Campus, Near Airport, Sheikhpura, Patna-800014 at no extra cost.
4. The payment shall be released subject to statutory deductions, as applicable.
5. BSRDCL reserves the right to reject/cancel one or all offers without assigning any reason.

Annexure – II
Part-1 Technical Bid

Please complete the form and enclose necessary documents where required otherwise the tender will be rejected

To
Dy. General Manager (Tech.)
PIU 6-Lane Ganga Bridge, (Sampark)
Bihar State Road Development Corporation Ltd.
RCD Central Mechanical Workshop Campus,
Near Airport, Sheikhpura, Patna-800014

Sub: Notice Inviting Quotation for Designing, Printing of Brochure and Preparation of Memento for Eighth Foundation Day of Bihar State Road Development Corporation Ltd. function to be held at BSRDCL HQ, RCD Central Mechanical Workshop Campus, Near Patna Airport, Sheikhpura, Patna - 14 to be held on 25.04.2017:-

Sir,
The undersigned have read and examined in detail the NIQ in respect of work regarding Foundation Day function to be held in BSRDCL HQ, RCD Central Mechanical Workshop Campus, Near Patna Airport, Sheikhpura, Patna and do hereby express out interest to provide such services.

Correspondence Details:
Our correspondence details are:

1	Name of the company	
2	Address of the Company	
3	Name of the Contract person to whom all references shall be made regarding this quotation	
4	Designation and address of the person to whom all references shall be made regarding this quotation	
5	PAN and Service Tax details	
6	Telephone with STD Code	
7	E-Mail of the contact person	
8	Fax No. (with STD Code)	

Documents forming part of the bid:
We have enclosed the following:

I. Minimum Eligibility
II. Prior Experience
III. Declaration letter
IV. All the relevant documents in support of evaluation sheet of technical qualification.
V. Financial Bid (to be put under separate sealed cover)
VII. Letter of authorization in the name of the contact person representing the company
VIII. Earnest Money Deposit

Thanking you,

Yours faithfully,
(Signature of the Authorized person)
Date: Name:
Place: Designation:
Business Address: Seal:

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MINIMUM ELIGIBILITY

The details in respect of the company are as given under:

Sl.No.	Particulars	
1	Name of the company	
2	Year of Registration/ Incorporation (Proof to be attached)	
3	Number of Employees as on March, 31,2017	
4	Annual Turnover (alongwith Proof)	
	2016-17	
	2015-16	
	2014-15	
5	Sales Tax/Income Tax Registration No. (Proof to be attached)	
6	Sales Tax/Income Tax Clearance Certificate (Proof to be attached)	
7	Whether EMD enclosed	
8	Whether separate envelops prepared	
	I. One for technical bid and	
	II. For finance bid	

Yours faithfully,
(Signature of the Authorized person)

Date:

Name:
Place: Designation:
Business Address:
Seal:

ANNEXURE - III

PRIOR EXPERIENCE

(Using the format below, provide information in respect of each Department/Agency to whom similar work was provided by the Company during the last threeyears)

Name of the Government organizations/ PSU'setc. alongwith their address and details ofcontact person from whom similar order wasreceived and carried out (Proof to be attached)	
Whether the firm has requisite infrastructure at Patna to do the job in urgent manner &sufficient manpower to do the job timely	

Yours faithfully,
(Signature of the Authorized person)

Date:

Name:
Place: Designation:
Business Address:
Seal:

DECLARATION

Declaration letter on official letterhead stating the following:

1. We are not involved in any major litigation that may have an impact of affecting orcompromising the delivery of services as required under this tender.

2. We are not black-listed or debarred by any Central/State Government/Public Sector Undertaking inIndia.

Yours faithfully,

(Signature of the Authorized person)

Date:

Name:
Place: Designation:
Business Address:
Seal:

ANNEXURE – III
Part-2 Financial Bid

PROFORMA FOR FINANCIAL BID
(TO BE PUT SEPARATELY UNDER SEALED COVER)

1. Name of the Company, address, etc.

2. Details of rate quoted:

Sl. No	Particulars	Unit	Rate per unit (in figure & Words)	Amount (Rs.)
1	Designing & Printing of Brochure	500		
2	Preparation of Memento	20		
			Total	
(Rupees				

Yours faithfully,
(Signature of the Authorized person)

Date:

Name:
Place: Designation:
Business Address:
Seal:

EVALUATION CRITERIA FOR QUALIFICATION

Distribution of marks in evaluation of technical bid shall be as follows:

Sl. No.	Name of Work	Methodology by power point presentation	Experience (Max. marks-30 for each work)		Turnover (Max. marks-20 for each work)	
				Marks		Marks
1	Designing & Printing of Brochure (as per Specification and quality of earlier year)	50 Marks (Max. Marks)	10 Years & above	30	More than 1.5 crore	20
			5- to 10 years	20	1.25 Crore to 1.50 Crore	15
			1- to 5 years	10	1.00 Crore to 1.25 Crore	10
2	Designing & Preparation of Memento	50 Marks (Max. Marks)	8 Years & above	30	More than 1.5 crore	20
			5- to 8 years	20	1.25 Crore to 1.50 Crore	15
			1- to 5 years	10	1.00 Crore to 1.25 Crore	10

1. Qualifying Score: min. 80 points for each work Items at Sl. No. 1& 2
2. Quotationers qualifying with minimum marks in both categories will be shortlisted for award of work and the quotationer who obtains the highest marks would be awarded the work.
3. If the person awarded the work is not able to execute the work, then the second successful quotationer will be awarded the work