



BIHAR STATE ROAD DEVELOPMENT CORPORATION LTD.

(A Government of Bihar Undertaking)

NIT No. BSRDCL 1337/2013 (Part-I)/2016-001

dt. 16.09.2016

NOTICE INVITING TENDER **FOR PRINTING OF ABSTRACT MEASUREMENT BOOK, LEVEL BOOK &** **MEASUREMENT BOOK**

1. The Bihar State Road Development Corporation Ltd. (BSRDCL), Patna, invites sealed tenders towards the printing and supply of abstract measurement book, level book & measurement book as per the specimen and/or specification to be provided by BSRDCL.
2. The Tender Schedule containing detailed specifications of the above item with terms and conditions of the tender is enclosed. The Tender Schedule can also be downloaded from the official website of "www.bsrcl.bih.nic.in".
3. BSRDCL reserves the right to modify, expand, restrict, scrap, refloat or cancel in whole/part, the tender process at any stage without assigning any reasons. Responses received after the stipulated time period or not in accordance with the specified format will be summarily rejected. Delivery of the responses along with documents at the prescribed address will be the sole responsibility of the responding agency.
4. Interested agencies may fill in the tender forms and send in two separate covers – One cover superscribed as "Technical bid" containing Annexure I, II and other supporting documents and second cover superscribed as "Financial bid" containing Annexure III and envelope containing both the covers should be superscribed as "**TENDER FOR PRINTING AND SUPPLY OF ABSTRACT MEASUREMENT BOOK, LEVEL BOOK & MEASUREMENT BOOK**" and addressed to the Chief General Manager, Bihar State Road Development Corporation Ltd., RCD Central Mechanical Workshop Campus, Sheikhpura Patna – 800 014.
5. The last date for receipt of tender documents shall be **20.09.2016 at 3.00 PM. The technical proposals will be opened on 20.09.2016 2014 at 3.30 PM. In case of the last day for submission of document is declared as holiday, then the tender will be opened at the same time on the next working day.**

Sd/-

Chief General Manager

Bihar State Road Development
Corporation Ltd.,
RCD Central Mechanical Workshop
Campus, Sheikhpura Patna – 800
014.

Tel: 0612-2226711

Fax: 0612-2226723



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Sub: - PRINTING OF ABSTRACT MEASUREMENT BOOK, LEVEL BOOK & MEASUREMENT BOOK

BSRDCL invites Sealed Tenders for printing of abstract measurement book, level book & measurement book. The detailed specifications of the work to be done are given in Sl.26- Scope of work under Terms and conditions of the contract.

TERMS AND CONDITIONS OF THE CONTRACT

I. TECHNICAL CRITERIA

1. The applicant should be reputed firm/ contractors preferably having an experience in carrying out printing works for Govt. Departments/ PSU/Autonomous bodies.
2. The contractor should have a valid PAN/ TAN number/ Sales Tax/ Service Tax Registration Numbers/ and details thereof should be provided.(Photocopy of the certificate to be enclosed).
3. Copy of work orders/ award letters showing the experience of work in the last two years should be provided.
4. The firm/agency should not have been blacklisted or debarred by any Government Organization/ PSU etc. **The firm/ agency may furnish an undertaking to this effect on its letter head duly signed by authorized person of the firm/ agency.**
5. The tender should be submitted along with refundable money of Rs.12,000/- in the shape of Bank Guarantee/ Term Deposit valid for the period of 6 months on pledged to Bihar State Road Development Corporation Ltd. Tenders not accompanied by EMD or incomplete in any respect will be rejected outright.

II. Other conditions

6. The tenders will be opened at 3.30 PM on 20.09.2016 at BSRDCL Headquarter, Patna. The successful bidder would be selected on the basis of technical qualification and lowest quoted amount as per the format enclosed at Annexure– III. The Offer shall remain valid for a period of 180 days from the last date of submission of tender documents.
7. **TENDER IS LIABLE TO BE IGNORED IF COMPLETE INFORMATION IS NOT PROVIDED AS REQUIRED.** Conditional offer/ offers which are not in conformity to the prescribed document will be summarily rejected. **The proposal should be duly signed on every page including annexure.**
8. However, BSRDCL reserves the right not to accept the lowest tender or not to assign any reason for rejection of any or all the tenders. BSRDCL reserves the right for accepting the whole or any part of the tenders and decision in the matter shall be final and binding.
9. The submission of tender will bind the tenderer to acceptance of all conditions specified herein and in addition to the conditions of the contract.



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10. The rates should be mentioned in figures as well as in words. Taxes, however, should be indicated separately. In case, nothing is mentioned, it will be assumed that all taxes are included in the rates quoted.
11. Sample of the papers in accordance with the prescribed specification should accompany the quotation duly signed on behalf of the firm with detailed specification i.e. name of the paper, GSM etc. **In case paper samples, duly signed, are not attached with the quotation, the same will be rejected.**
12. Proof reading will be done by the successful printer. No extra charge will be paid for this; corrections suggested may have to be made till the same is approved by BSRDCL.
13. In the event of termination on unsatisfactory service or in violation of any of the terms & conditions of contract, the EMD shall stand forfeited.
14. The printer shall, whenever called upon to do so give full information with regard to the work in hand and shall also permit any officer deputed by to inspect the printer's premises at all reasonable times and shall give all assistance and information as may be required by him in connection with the contract.
15. **After the work has been completed the bill for the work in duplicate prepared on the basis of the accepted rates be submitted to BSRDCL for necessary action together with (i) receipted delivery vouchers for the supply made (ii) representative specimen of the work and (iii) other documents in support of the items charged for in the bill.**
16. Delivery schedule will be mentioned in work orders issued time schedule should be strictly adhered to. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the Contract/Work Order, BSRDCL may get the work done through any other printer at the Contractor's risk and expenses but without prejudice to any other rights which BSRDCL may have against the Contractor.
17. The rates for the job covered in the specification will be negotiated, if necessary, and the payments will be made accordingly.
18.
 - (i) The successful bidders will have to submit performance security to ensure due performance for an amount of Rs 12,000 (Rupees Twelve thousand only) in the form of Demand Draft from a commercial bank/ Bank Guarantee from a commercial bank in the name of Bihar State Road Development Corporation Ltd.as per the text provided by the Authority.
 - (ii) The performance security will be valid for a period of 60 days beyond the validity of the contract.
 - (iii) Earnest Money will be refunded to the successful bidder on receipt of performance security.
19. The abstract measurement book, level book & measurement book are required to be printed as per the specimen and / or specification to be provided by BSRDCL.



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20. Final proof in to be submitted by the successful printer before approval by BSRDCL, without any extra charge.
21. Final print must be submitted within a minimum of 7 days of passing of final proof.
22. After award of the contract, any minor changes in the modus of implementation can be agreed to mutually in writing.
23. The Contractor shall not give sub-contract, transfer, assign or otherwise, part of the contract to any other persons, firm, company, directly or indirectly.
24. On request from BSRDCL, the design work for abstract measurement book, level book & measurement book shall be taken by the bidder. The design shall be in tune with the contents.
25. Notwithstanding anything stated above, BSRDCL reserves the right to assess bidder's capability and capacity to perform the contract should the circumstances warrant such assessment in the overall interest of BSRDCL and decision of BSRDCL in this regard shall be final. BSRDCL reserves the right to reject any or all tenders or cancel/withdraw the notice inviting tender in whole/part without assigning any reason whatsoever and in such case no applicant shall have any claim arising out of such action.

26. SCOPE OF WORK /Specification of work to be done:

Name of the Work: **Printing of Abstract Measurement Book, Level Book & Measurement Book**

Details

A. ABSTRACT MEASUREMENT BOOK:

Size : 11.5" x 8.5"
Printing, Total No. of Sheets : Printed in Single Colour, 310 Sheets
(110 sheets in Executive Bond and rest in Shaipru Colour Paper)
Designing & Editing : Yes
Binding : Full Rexine Binding with Numbering & Perforating

B. MEASUREMENT BOOK:

Size : 11.5" x 8.5"
Printing, Total No. of Sheets : Printed in Single Colour, 310 Sheets
(110 sheets in Executive Bond and rest in Shaipru Colour Paper)
Designing & Editing : Yes
Binding : Full Rexine Binding with Numbering & Perforating

C. LEVEL BOOK:

Size : 11.5" x 8.5"
Printing, Total No. of Sheets : Printed in Single Colour, 305 Sheets (All in Executive Bond),
Designing & Editing : Yes
Binding : Full Rexine Binding with Numbering



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ANNEXURE-I

TENDER FOR PRINTING OF ABSTRACT MEASUREMENT BOOK, LEVEL BOOK & MEASUREMENT BOOK

Full Name and address of the applicant in addition to address and other relevant information needed for the complete Address:-

From:-

To
The Chief General Manager,
BSRDCL, Patna

Sir,

1. I/ We have read all the particulars regarding the general information and other terms and conditions of the contract for printing of BSRDCL Measurement Book, Abstract Measurement Book, Level Book and agree to provide the services as detailed in schedule herein or to such portion thereof as you may specify in the acceptance of the TENDER at the rates given in annexure III to this TENDER. I/ we shall be bound by a communication acceptance despatched within the prescribed time.
2. I/ We have understood the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this TENDER. The documents to accompany this TENDER are at page Nos.
4. Every page so attached with this TENDER bears my signature and the official seal.
5. The Offer shall remain valid for a period of 30 days from the last date of submission of TENDER.

Signature & Seal of Applicant with date

Address

Name & Signature of witness Address



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ANNEXURE –II –TECHNICAL DETAILS

(To be submitted on letter head of firm under signatures of the authorised signatory)

1. Name of the Firm/Agency & Address
(With telephone/fax/e-mail/website)
2. Registration Number of the firm
3. Name and Full Address of their Bankers
4. VAT /Service Tax/Sales Tax Registration no. of the firm
5. PAN Number
6. Amount of EMD pledged to BSRDCL:
7. Experience in printing materials relating to Dept./ PSUs under State Government etc.

(Please furnish photocopies of print orders along with sample copies of the works executed)

8. Turnover of last 3 years. (Certified copy be attached)

(All the above information must be accompanied with the certified copies of the documents, failing which the TENDER will be liable to be rejected.)

I/ We hereby submit that the information submitted hereby is correct & best of my/ our knowledge & belief. My/ Our agency has not been debarred by any Govt. department/ PSUs during last 3 years. In case of any information/ documents found to be false, fake or incorrect, BSRDCL is free to take action against my/our agency as deemed fit by them. I/ we, _____do also hereby declare that I/ we are not engaged in any activity, which conflicts directly or indirectly with the proposed assignment. I/ we further declare that during the currency of the contract, I/ we will not engage in any such conflicting activity.

(Signature of the Authorised person with seal)

Note: A signed copy of the tender documents as acceptance of all terms and conditions of the tender is to be enclosed with the technical proposals.



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Tender for the Printing of Abstract Measurement Book, Level Book & Measurement Book

ANNEXURE –III –FINANCIAL DETAILS

(To be submitted on letter head of firm under signatures of the authorised agency)

The Chief General Manager

Bihar State Road Development Corporation Ltd.,
RCD Central Mechanical Workshop Campus,
Sheikhpura, Patna– 800014.

I/ we wish to submit our TENDER for printing of Abstract Measurement Book, Level Book & Measurement Book on job contract basis for BSRDCL at the following rates:

Sl. No.	Description	Amount quoted in Rs.	
		Amount (in Numbers & Words)	Taxes %
1	For ABSTRACT MEASUREMENT BOOKS – 100 Nos.		
	Printing, Binding and Supply of Abstract Measurement Book as per scope of Work given under Sl. 26 on pro rata basis per book		
	(i) 310 Sheets with Full Rexine Binding with Numbering & Perforating		
2.	For MEASUREMENT BOOKS – 200 Nos.		
	Printing, Binding and Supply of Measurement Book as per scope of Work given under Sl. 26 on pro rata basis per book		
	(i) 310 Sheets with Full Rexine Binding with Numbering & Perforating		
3.	For LEVEL BOOKS – 200 Nos.		
	Printing, Binding and Supply of Level Book as per scope of Work given under Sl.26 on pro rata basis per book		
	(i) 305 Sheets with Full Rexine Binding with Numbering		

(Split up of amount, taxes to be shown)

(The rates quoted should be valid for a **period of six months** from the date of acceptance of the rates.) We have carefully read the terms and conditions and agree to abide by these in letter and spirit.

Place & Date:

Signature of the Authorised Signatory

Name and seal of the bidder