राज्य सरकार
श्रम संसाधन विभाग
भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड
चौथा तल्ला, सी-ब्लॉक, नियोजन भवन, पटना

निविदा सं- 02

निविदा आमंत्रण सूचना।

भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड, श्रम संसाधन विभाग, भिहार, पटना द्वारा Brochure का गुरुदंड कराने हेतु निविदा आमंत्रित की जाती है। सामग्रियों मानक स्तर की होनी चाहिए। निविदा के नियमों, शर्तों की जानकारी हेतु तकनीकी एवं कितीय बिड ऑक्स्युएंट ₹1000/- (रूपये एक हजार) मात्र डिमांड झापट जो सचिव, भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड, श्रम संसाधन विभाग, भिहार, पटना के नाम से देय एवं पटना में भुगतान होगा की अदायगी पर भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड, श्रम संसाधन विभाग, भिहार, पटना से दिनांक–21.11.2019 को 02:00 बजे अपराह्न तक प्राप्त की जा सकती है। निविदा प्रप्त विभागीय वेबसाइट www.labour.bih.nic.in एवं BOCW Board के वेबसाइट www.bocwbihar.in से भी डाउनलोड की जा सकती है। वेबसाइट से डाउनलोड किये गये प्रप्त के साथ भी ₹1000/- (रूपये एक हजार) मात्र का डिमांड झापट, सचिव, भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड, श्रम संसाधन विभाग, भिहार, पटना के नाम से देय एवं पटना में भुगतान होगा अन्यथा निविदा स्वीकार नहीं की जायेगी। निविदावादा द्वारा तकनीकी एवं कितीय बिड के प्रस्ताव अलग–अलग लिफाफों में मुहरबंद कर दोनों लिफाफों को एक बड़े लिफाफे में मुहरबंद कर जिसमें निविदा प्रप्त शुल्क ₹1000/- एवं EMD राशि ₹10,000/- का अलग–अलग डिमांड झापट के साथ सचिव, भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड, श्रम संसाधन विभाग, भिहार, पटना के नियोजन भवन चौथा तल्ला सी–ब्लॉक अवस्थित कार्यालय में दिनांक–21.11.2019 को 03:30 बजे अपराह्न तक जमा किया जा सकता है। तकनीकी निविदा दिनांक–21.11.2019 को 04:00 बजे अपराह्न में विभागीय सभा कक्ष में खोला जायेगा।

सचिव,
भिहार भवन एवं अन्य सन्निया कर्मकार कल्याण बोर्ड।
Tender for Rate Contract of Printing & Supply of Brochure

Sealed Tenders are invited from registered agencies/firms for Rate Contract for Printing & supply of Brochure.

I. Eligibility Criteria for Agency/Firm-

1. Agency should be registered with Sales Tax, Income Tax and should have VAT No./CST/GST Registration, PAN No., as applicable.

2. Agency should have experience of minimum 3 years of Multicolour printing and supply with Government Department/Undertaking/Institution with minimum two work orders of value not less than ₹10.00 lakhs (ten lakhs only).

3. The bidder should have minimum audited average turnover of ₹50 Lakh in the last three completed financial years FY 2016-17, FY 2017-18 & FY 2018-19

4. Agency should not be blacklisted or is not under a declaration of in-eligibility for corrupt and fraudulent practices or blacklisted for any other cause by Central Government or Government of Bihar or any other Public Sector Agency.

5. The Bidder should have the following infrastructure / machinery in working condition and should agree to physical verification of the same--

   • Latest Complete DTP System
   • Multicolour Offset Machine
   • Wire stitching Machine & all Binding equipment.
   • Printing press should be registered with GST.

6. Tender document fee of ₹1000/- to be deposited in the form of Demand Draft in the name of Secretary, Bihar Building and Other Construction Workers Welfare Board, Labour Resource Department, Bihar, Patna, Payable at Patna.

7. EMD (Earnest Money Deposit) in the form of Demand Draft in the name of Secretary, Bihar Building and Other Construction Workers Welfare Board, Labour Resource Department, Bihar, Patna for ₹10,000/-. 
8. Notwithstanding anything stated above the purchaser reserves the right to assess bidder's capability and capacity to perform the contract should circumstances warrant such an assessment in the overall interest of the purchaser.

II. Submission Requirements

1. Envelope marked ‘A’ Technical Bid
   
i) EMD of ₹10,000/- (Ten Thousand) in the form of Demand Draft from a Scheduled/ Nationalised Bank in the name of Secretary, Bihar Building and Other Construction Workers Welfare Board, Labour Resource Department, Bihar, Patna, payable at Patna. EMD shall be refundable.
   
ii) Work Order/Experience Certificate for Past printing & supplies and satisfactory performance of printing materials for any Government/Semi-Government agency/ institution in the prescribed format at Section II
   
iii) Copy of Registration Certification under the Bihar Shops and Establishment Act 1953
   
iv) Copy of Registration Certificate Provided by GST & Copy of up-to-date GST Return.
   
v) Copy of PAN card in the name of the Applicant/Proprietor.
   
vi) IT return copy for Financial Years- 2016-17, 2017-18 & 2018-19
   
   vii) Proof of sound financial capability of the bidder- A copy of the audit reports, profit and loss statement, balance sheet and auditor's report for FY 2016-17, 2017-18 & 2018-19 will have to be furnished in support of the Applicant's financial standing & capability to perform the contract.
   
   viii) Notarized affidavit in original issued after publication of this Tender of not being blacklisted by any Central and State Departments and PSU on account of corrupt or fraudulent practices.
   
   ix) Minimum three samples of previous works done for Brochure Printing.

 x) Sample of material proposed to be printed as specified in Section- I Annexure-“A”

xi) Authorised signatory nomination letter (The letter of authorization shall be indicated by written power of attorney accompanying the bid).

xii) Certificate regarding machinery installed for printing materials.

xiii) Electricity bill in name of agency/firm with copy of latest paid electricity bill to be enclosed.

xiv) Proof of printing press or branch with machine in working condition installed in Bihar.
2. Envelope marked ‘B’ Financial Bid
   a) Bidder must submit rate as per technical specification enclosed in Section I- Annexure 'A'
   b) The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and confirm to the terms and conditions and specifications. The duties, taxes and other levies payable including GST (CGST & SGST) shall be included in the item rate. The bidder must include all taxes applicable in the item rate in the quotation.
   c) The bid shall be typed and shall be signed by the bidder or a person duly authorized to bind the bidder to the contract. All pages of the bid documents shall be Numbered and initialled/ signed by the person signing the bid.
   d) Any interlineations, erasures or overwriting shall be valid only if they are intimated by the person or persons signing the bid.
   e) Telex or facsimile quotation shall not be acceptable.

Note - To be submitted as per prescribed financial bid format

3. Other Tender Conditions
   i) Performance guarantee/security will have to be submitted post award of contract which shall be 5% of total cost of printing or project whichever is more. The performance guarantee/security shall remain valid for a period of one month beyond the original validity period of the proposed rate contract.
   ii) Successful bidder will have to sign a Rate Contract which will be effective for a period of one year from the date of signing of agreement. The purchaser may solicit the bidder's consent for an extension of the period of validity for another year on the same rate and terms and conditions, if required. Further the security deposit or performance guarantee provided shall be suitably extended by bidder. A bidder may refuse the request without forfeiture of performance security. A bidder granting the request will not be permitted to modify the bid.
   iii) The supply order will be placed with the bidder after the successful completion of the bid at different time intervals during the said period, as & when required.
   iv) Bids shall remain valid for 90 days after prescribed date of opening of technical bids. A bid valid for a shorter period shall be rejected by the purchaser as non- responsive.
   v) The requests and the responses shall be made in writing or by fax or email.
vi) Any delay in printing and supply within the period mentioned in the PO (Purchase Order) will attract suitable deduction in payment or ordered value which may range upto 5% of the value of the delayed quantity supplied or as shall be specified in the contract document.

vii) The bidder whose bid is accepted will be informed of the award of contract by purchaser. The terms of the accepted offer shall be incorporated in the contract.

viii) Since the agreement will be a rate contract the purchaser will have liberty to increase, decrease or give partial supply order spread over the rate contract period, as & when required and distribute the printing job between more than one bidder.

ix) Payment shall be made after delivery of the goods in satisfactory condition and inspection. Board can take decision to verify quality and receipt of material by any paper testing institute, if such decision is taken, 80% payment shall be made within one month of supply and remaining 20% after verification of quality and satisfaction of Department. Testing cost will be deducted from the bill of bidder.

x) Taxes will be deducted at source, if applicable.

xi) Bidder have to supply finished materials to the H.O. of the Board Situated at Niyojan Bhawan, 4th Floor, C-Block, Bailey Road, Patna, within Stipulated time schedule of 30 days from the date of purchase order and as finalised in the contract. No extra cost will be paid for transportation at H.O. Rate should be quoted F.O.R.

xii) The bidder should have the capacity to print and supply up to 1,50,000 copies in total as per technical specification as given in Annexure “A” of section I. Order for supply will be based on requirement of organization.

III. Evaluation Process

In First Stage, envelope marked 'A' will be opened and the contents will be evaluated. After this the samples submitted by the bidders will be inspected and further verification of printing press shall be done. The financial bid of those bidders will only be opened, whose samples and others documents will be found satisfactory technically and as per Tender instructions and specification.

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price (L1) in the rate contract as per terms and conditions of contract. The purchaser reserves the right to distribute printing orders between L1, L2 and L3 bidder in the Tender in case of a situation so arising that the printing and supply has to be done on an urgent and immediate basis.
Last date for submission of bid & Other Important dates

Bidder are requested to send their offer in the prescribed formats in sealed envelope addressed to Secretary, Bihar Building and Other Construction Workers Welfare Board, Labour Resource Department, Bihar, Patna on or before 21.11.2019 at 3:30 PM

The Technical Bids according to the Tender document will be opened on 21.11.2019 at 04:00 PM in the presence of bidder or their authorised representative who desire to be present. The Financial Bids of only technically successful bidder will be opened.

Department of Labour Resources reserves the right to reject any bid(s) if:

(a) At any time, a material misrepresentation is made or uncovered, or

(b) The bidder does not provide within the time specified any supplemental information sought for evaluation of the bid. Such misrepresentation/improper response shall lead to the disqualification of the applicant.

(c) The decision of LRD to accept or reject any or all of the bid(s) shall be final and binding and shall not be subject to any review or revision by any judicial or quasi-judicial authority.

No preference will be given to any bidder or class of bidders, either for price or for any of the terms and conditions, earnest money deposit exemption etc.

Notwithstanding the above, the purchaser reserves the right to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
# SECTION I

**ANNEXURE A**

## TECHNICAL SPECIFICATION

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particular</th>
<th>Specification</th>
<th>Quantity</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Brochure</td>
<td>Open size – 10” x 21” Close size-10” x 7” No. of fold – 2 (Two) Paper – 220 Gsm Lamination Mat finished. Printing – Multicolour B/B Printing</td>
<td>1.5 lakh (One lakh Fifty thousand)</td>
<td></td>
</tr>
</tbody>
</table>

Note – Bidder can see the sample of brochure in the department during working hour.
SECTION II

Performa for Past Performance Statement

Bid No./Tender No. __________________ Date of opening __________ Time ______ Hours

Name of the Firm:

Address:

<table>
<thead>
<tr>
<th>Order placed by (full address of purchaser)</th>
<th>Order no. &amp; date</th>
<th>Description &amp; quantity of ordered</th>
<th>Value of order</th>
<th>Amount received against Value of order.</th>
<th>Date of completion of Delivery</th>
<th>REMARKS Indicating reasons for late delivery, if any</th>
<th>Copy of printing &amp; supply orders submitted (Y/N) with details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
</tbody>
</table>

Signature and seal of Bidder

Note: proof of the above to be annexed as supplementary