



BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

(Re- Tender)
Bid Document
for
Printing of Poster & Certificate for
SCERT and delivering at 5 District Head
Quarters of Bihar

Issued by:-

Managing Director

Bihar State Text Book Publishing Corporation Ltd

Pathya Pustak Bhawan, Budh Marg, Patna – 800 001

Phone: 2221975 Fax: 0612-2236388

Email: textbookmd@gmail.com

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Pathya Pustak Bhawan, Budh Marg, Patna – 800 001
Tel: 2221975 Email: textbookmd@gmail.com

BSTBPC / E-Tender/ Poster & Certificate/2022/10, dt 02.03.2022

SHORT E-TENDER NOTICE

Invites e-tender from Empanelled Printers registered with the BSTBPC Ltd. for the Printing (with paper) of Poster & Certificate and delivering at 5 District Head Quarters of Bihar. Last date of submission of e-tender is 17.00 Hrs on 10.03.2022 Online publication date of the bid document is 11.00 Hrs on 04.03.2022 Bid Document may be downloaded from websites: <https://www.eproc.bihar.gov.in> or <https://www.bstbpc.gov.in>


(Manoj Kumar)
Managing Director

**INVITATION FOR BIDS (IFB)
Short E-Procurement Notice**

Bihar State Text Book Publishing Corporation Ltd. Invites Short e-tender from all Empanelled Printers registered with the BSTBPC Ltd. for the Printing (with paper) of Poster & Certificate for SCERT and delivering at only 5 (five) District Head Quarters of Bihar. Bidding process will be conducted as per terms & conditions of this Bid Document. Provisions of the Bihar Financial (Amendment) Rules, 2005 shall apply.


Dates with regard to this Invitation for Bids are given below:

1	Name of the work	Printing and Supply of Poster & Certificate for SCERT and delivering at only 5 (five) District Head Quarters of Bihar
2	Tender Notice No	BSTBPC / E-Tender/ Poster & Certificate/2022/10, dated: 02.03.2022
3	Tender Fee/EMD	1) Tender Document Fee (Non Refundable): Rs 11,800/- (Rupees Eleven Thousand Eight Hundred only) to be paid online 2) Tender Processing Fee (Non Refundable) Rs 1,180/- (Rupees One Thousand One Hundred Eighty only) to be paid online. 3) EMD (Refundable): Rs.55,000/- (Rupees Fifty Five Thousand Only) to be paid online.
4	Online publication of bid document	04.03.2022, 11:00 Hrs
5	Last Date and time for Submission of bid.	10.03.2022, 17:00 Hrs in online mode.
6	Date and time for Submission of Original Hard Copy of the bid documents in Physical (Offline Mode)	Note: Proof of EMD ie online payment receipt or copy of valid "Udyam Registration Certificate" Small scale units located in Bihar seeking exemption for payment of EMD along with Tender Document fee receipt, supporting letter from bank, Affidavit/ Declaration of Bidder in Original hard copy & Sample of 170 GSM Art Board for Poster and 300 GSM for Certificate to be submitted on 11.03.2022 by 12.00 Hrs failing which tender shall be rejected.
7	Opening of Technical Bids	11.03.2022, 15:00 Hrs If the due date happens to be a holiday, the bids will opened on the next working day.
8	Opening of Financial Bids	To be announced after the technical evaluation.
9	Availability of Bid Document	May be downloaded from the Websites (https://www.eproc.bihar.gov.in or https://www.bstbpc.gov.in)
10	Address for Communication	The Managing Director, Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-800001

The Managing Director of the Corporation reserves the right to amend or withdraw any of the Terms and Conditions in the bid document or to cancel / reject all the tenders received without giving any notice or assigning any reason therefor.

Note: - If any amendment/clarification is carried out in the technical specifications and bid document terms & conditions or any other information, the same will also be uploaded on the above websites and will not be published in news papers. In case any inconvenience is felt, please contact over telephone number i.e. 0612-2221975 or queries may be e-mailed on address "www.textbookmd@gmail.com". The Bidders are requested to view the above Websites for any changes / amendments / corrigenda in the Bid Document which may be issued upto 2 days before the last date for submission of the Bid.

NOTE: For support related to e-tendering process, Bidders may contact at "e- Procurement HELP DESK First Floor, M/22, Bank of India Building, Road No-25, Sri Krishna Nagar, Patna- 800001 Ph. No: 0612-2523006, Mob- 7542028164" or may visit the link "Vendor Info" at <https://www.eproc.bihar.gov.in>


Managing Director

Bihar State Text Book Publishing Corporation Ltd.

E-Tendering Process Related Instructions.
Submission of Proposals through electronic mode only.

1. The bidder should prepare and submit its offer as per instructions given in this section.
2. The Bidder shall submit his bid/tender on e-Procurement platform at www.eproc.bihar.gov.in.
3. The Bidder must have the Class II/III Digital Signature Certificate (DSC) with signing + Encryption, and User-ID of the e-Procurement website before participating in the e-Tendering process. The Bidder may use their DSC if they already have. They can also take DSC from any of the authorized agencies. For user-ID they have to get registered themselves on e-procurement website www.eproc.bihar.gov.in and submit their bids online on the same. Offline bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.
4. The Bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given in e-Procurement website at the respective stage only. The Bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site. The Bidder shall digitally sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness / authenticity. The Bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.
5. All the required documents should be attached at the proper place as mentioned in the e-forms otherwise the tender of the Bidder will be rejected. Tender Processing Fee (TPF) and Tender Document fee to be paid through e-Payment mode (i.e NEFT / RTGS, Credit / Debit Card & Net Banking) only.
6. "Earnest Money Deposit (EMD) shall have to be paid online. Micro/Small scale units located in Bihar seeking exemption for payment of EMD shall submit "Udyam Registration Certificate" along with Tender Document fee receipt, supporting letter from their banks, Affidavit/ Declaration of Bidder & Sample of 170 GSM Art Board for Poster and 300 GSM for Certificate to be submitted in the tendering authority within the time as stipulated in Tender Notice. Failing to compliance, the tender shall be rejected.
7. 5 (Five) Paper sample sheets of A-3 size of 170 GSM Art Board for Poster and 300 GSM for Certificate in prescribed quality each mentioning quality, gsm, name of manufacturer, with signature and seal on every sheet, failing which the Bid shall be liable to be rejected. Sample Paper free from creases and without folds and properly marked must be submitted for paper sample testing purpose.
8. Bids along with necessary online payments must be submitted through e-Procurement portal www.eproc.bihar.gov.in before the date and time specified in the NIT/RFP. The department / Tendering Authority doesn't take any responsibility for the delay / Non Submission of Tender / Non Reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic / Holidays or any other reason."
9. The tender opening will be done online, at Conference Hall, the Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-800001. Bidders or their authorized representatives, who choose to witness the opening of bids, would remain present during the opening of bids.
10. Any corrigendum or date extension/ changes/amendment notice will be given on the e-Procurement website only. For support related to e-tendering process, Bidders may contact at following address "e- Procurement HELP DESK First Floor, M/22, Bank of India Building, Road No-25, Sri Krishna Nagar, Patna-800001 Ph. No: 0612-2523006, Mob- 7542028164" or may visit the link "Vendor Info" at www.eproc.bihar.gov.in.

INSTRUCTION TO BIDDERS

A) SPECIAL ATTENTION FOR BIDDERS

- (i) The Contract will be awarded from the date of issuance of work order.
- (ii) This Invitation for Bid is open to all Empanel Printers of BSTBPC fulfilling Eligibility Criteria as mentioned in Bid document. Any Bidder found ineligible or declared blacklisted or debarred shall result in rejection of its bid.
- (iii) The Bidder shall bear all costs associated with the preparation and submission of its Bid and Bihar State Text Book Publishing Corporation Ltd. will in no case be responsible or liable for these costs, irrespective of the conduct or outcome of the Bid process.
- (iv) The Bid document may be downloaded from the **Website www.eproc.bihar.gov.in or www.bstbpc.gov.in** from **04.03.2022 at 11:00 Hrs.**
- (v) Bids complete in all respects - both Technical Bid (available on e-Proc Portal) and Financial Bid (available on e-Proc Portal) along with all supporting documents/annexures as per Bid document must be submitted online in the e-Proc portal **till 17.00 hrs. on or before 10.03.2022**. The TECHNICAL BID of all the Bidders will be opened online. The **FINANCIAL BID** of those Bidders whose **TECHNICAL BID** does not fulfill the criteria / eligibility / requirements of Bid Documents shall not be opened. The Financial Bid of only technically qualified bidders shall be opened in online mode. Date of opening of financial bid will be announced later by the Corporation which shall also be available online.
- (vi) The rates must be quoted both in words and figures. If any discrepancy between the mentioned rates in figures and words be found then the rates quoted in words will prevail and be considered for financial bid evaluation.
- (vii) The bid document must be digitally signed by person fully and duly authorized to sign as declared in the bid. The bidder are requested to submit the proof of authorization in the form of Board resolution/ authorization letter/ Power of Attorney before Public Notary as the case may be in the Technical bid documents.
- (viii) The bid shall be submitted online through e-Procurement portal <https://www.eproc.bihar.gov.in>.
- (ix) The bid should be unconditional and inconsistent with the terms and conditions of the prescribed bid document for the purpose.
- (x) Conditional tender will not be accepted. All sorts of clarification(if any) needed by the bidder(s) must be obtained from the corporation before submission of the bid.
- (xi) Bidder who authorizes more than one person on its behalf for Bid Processing, shall result in rejection of the bid.
- (xii) Consortium of Printers/sub letting of work is strictly not allowed.

ELIGIBILITY CRITERIA

To be considered eligible for participating in the bid process, the empanelled printers must meet the following Minimum Eligibility Requirements.

On-line Technical Bid shall contain (Section VI) :

- (a) The Empanelled Printers registered with BSTBPC Ltd. as on 31.12.2021 and who have been in operation for a minimum period of three years prior to 31.12.2021
- (b) Self attested copies of Annual turnover of the Bidder during the last three financial years as per the audited financial account must not be less than for Rs. 30.00 Lakhs (Rupees Thirty lakhs) for each financial year i.e. 2018-19, 2019-20 and 2020-21.
- (c) Self Attested copies of Work Orders along with work completion Certificates showing minimum (During April 2018-March 2021)

One single order of Rs. 25 Lakh for the Printing & supply of books (With paper)

and must have experience of supplying the books to at-least district Head quarters of any State or Similar type of printing and supply work in one financial year from any govt. departments/undertakings'/Authorities' (State or Central Govt.).

- (d) Self attested copy of the PAN Card of Firm/Company/Proprietor and ITR for three Financial years i.e. 2018-19, 2019-20 & 2020-21 are to be submitted.
- (e) Scanned copy showing his financial positions with a supporting letter from their Banks confirming the availability of minimum 25 lakh fund to meet the working capital requirements for the proposed contract. The letter from the bank should have not been issued prior to publication of this bid.
- (f) Self attested copy of the information of past supplies and satisfactory performance in the format given under Section-XVI.
- (g) If the Bidder Printing Press is on rental space in Bihar then self attested copy of rent agreement with house owner must be provided OR If the property where the printing press is located in Bihar is self-owned then self attested copy of conveyance deed in the name of the bidder/ proprietor/partner must be provided OR If the bidder's printing press is in Industrial Area of Bihar then land allotted by BIADA on lease terms, then copy of Land allotment letter/handing over of land physical possession letter by BIADA must be provided.

The bidder shall submit scanned copies of Invoice issued in the name of the bidder for purchase of following machinery (h) to (m) which are installed in the printing press:-

- (h) One Four colour sheet Fed double demy Offset Printing Machine.
- (i) Plate Making - Printers should have full fledged plate making unit with pasting table and printing down frame at their premises. PS/Plate making/Exposing is also allowed from the external agency having CTCP
- (j) Printer should have Paper cutting machine and mounting machine. However the aforesaid job in mounting can also be carried out through outsourcing.

Note : All the Printing and binding machineries should be of the ownership of the bidder. The BSTBPC Ltd. shall have all the rights to disqualify such bidders who at the time of inspection are found to have procured or hired any of the mentioned machineries through a long term / short term lease / MOU.

The BSTBPC Ltd. shall have all the rights to disqualify such bidders who have misrepresented any fact in this regard.

- (k) Self attested copies of Electric bills and its payment receipt for the month of September 2021 to Noemberv 2021. The payment receipt should be mandatorily in the name of firm/proprietor only.

- (l) Self attested copies of GST Registration Certificate and also the copy of GSTR-3B Return for November, 2021.
- (m) Self attested copies of ESI and EPF Registration Certificate issued before the date of publication of this tender by the appropriate authority valid as on date of submission of tender document along with paid voucher for the month of November 2021.
- (n) Self attested copies of valid factory Licence Registration to run the press of all the premises where the machineries are installed. The Licence must have been issued before the date of publication of this tender by Labour Department. **All premises factory license is mandatory.** The corporation reserves the right to inspect the press premises at the evaluation stage of technical bid prior to opening of financial bid.
- (o) Self attested copy of valid ISO-9001 Certification as on date of publication of bid is required to be produced by the agency/bidder.
- (p) Scanned copy of Affidavit/Declaration by the Bidder(Section-XI) sworn before Public Notary/Executive Magistrate after the date of publication of this tender.
- (q) Scanned copy of online receipt against Earnest Money Deposit (EMD) or "UDYAM registration certificate" in case of Micro & small scale units seeking exemption of EMD payment.
- (r) Scanned copies of Authorisation letter to sign/attend the bidding in case of partnership/Pvt. Ltd firms and also submit Section-XII, Section-XIII & Section-XIV.
- (s) 5 (Five) Paper Sample sheets of A-3 size of 170 GSM Art Board for Poster and 300 GSM for Certificate (only from any one paper mill sample for each to be submitted see Section-V)

B PREPARATION OF BIDS

1. Language of Bid

The Bidder would prepare the Bid in English language. Besides, all the correspondence and documents pertaining to their bid process to be exchanged between the Bidder and the BSTBPC Ltd. would also be in English/Hindi language. Supporting documents and printed literature furnished by the Bidder may be in another language but the same also needs to be translated in English except Hindi.

2. Registration of Bidders on web portal and uploading of bid

- 2.1 The Bidder, who intends to participate in the e-tender called by Bihar State Text book Publishing Corporation Ltd. (BSTBPC Ltd.) has to register itself on the e-Procurement portal <https://www.eproc.bihar.gov.in>.
- 2.2 PARTICIPATING IN THE BID IN THE E-PROCUREMENT PORTAL: The Bidder intending to participate in the bid is required to register in the Portal with information about the firm. This is a onetime activity for registering in Portal. During registration, the firm/Bidder has to attach a Digital Signature Certificate (DSC) to his / her unique user ID. The DSC used must be of appropriate class II or Class III digital certificate issued by a registered Certifying Authority, Government of India
- 2.3 In case of Partnership Firm, majority of the partners have to authorize a specific individual through authority letter signed by majority of the partners of the firm.
- 2.4 In case of private limited company, public limited company, the Managing Director or any other person having designated authority to authorize a specific individual, has to authorize a specific individual through a authority letter/Board Resolution.
- 2.5 This authorized user shall be required to obtain a digital certificate.
- 2.6 The digital certificate issued to the authorized user of a partnership firm / private limited company/public limited company and used for online bidding will be

considered as equivalent to a no-objection certificate / power of attorney to that user.

- 2.7 To log on to the portal the Bidder is required to type his/her username and password. The system checks the unique ID, password and DSC combination and authenticates the login process for use of portal.
- 2.8 The tender documents uploaded by the Tender Inviting Officer in the website <https://www.eproc.bihar.gov.in>. Only a small notification will be published in the newspaper along with mention of the specific website for details. The publication of the tender will be for specific period of time till the last date of submission of bids as mentioned in the 'Invitation for Bid' after which the same will be removed from the list of Active tenders. Any Bidder can view or download the bid documents from the web site.
- 2.9 Cost of bidding document (non-refundable) is **Rs. 11,800/-** (Rupees. Eleven Thousand Eight hundred only), will be paid through online via electronic mode.
- 2.10 Bids cannot be submitted after due date and time. The Bidder should ensure correctness of the bid prior to uploading and take print out of the system generated acknowledgement of submission to confirm successful uploading of bid. The bids cannot be opened before the due date and time of opening.
- 2.11 Each process in the e-procurement is time stamped and the system can detect the time of log in of each user including the Bidder.
- 2.12 The Bidder should ensure clarity/legibility of the document uploaded by him to the portal.
- 2.13 The Bidder should check the system generated confirmation acknowledgement on the status of the submission.
- 2.14 The Bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
- 2.15 For all purpose, the server time displayed in the e-Procurement portal shall be the time to be followed by all the users.
- 2.16 Bid can be submitted during the ONLINE BID SUBMISSION stage only using the digital certificate that is used to encrypt the data during the ONLINE BID PREPARATION.
- 2.17 The Tender Inviting Officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-procurement process.
- 2.18 SIGNING OF BID: The 'online Bidder' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness/ authenticity as per IT ACT 2000. If any of the information furnished by the Bidder is found to be false/fabricated/bogus, his EMD/Bid Security shall stand forfeited & his registration in the portal shall be Blocked and the Bidder is liable to be blacklisted.
- 2.19 SECURITY OF BID SUBMISSION: All bid documents uploaded by the Bidder to the portal will be encrypted.
- 2.20 **RESUBMISSION AND WITHDRAWAL OF BIDS:**
 - i) Resubmission of bid by the Bidders for any number of times before the final date and time of submission is allowed.
 - ii) Resubmission of bid shall require uploading of all documents including price bid afresh.
 - iii) If the Bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.

- iv) If the Bidder wants to withdraw its bid, it will only do before the closing date. Once the bid is withdrawn, Bidder cannot participate in the tender.

3 Standard procedure to uploading bid:-

First download the Tender form Technical bid sheet & Financial Bid Sheet. Read all Terms & conditions carefully. Fill up Tender form & collect all required documents.

3.1 For Technical Bid Form 'A'

Scan all documents as per Technical tender information **Section-VI - Form "A"** separately. Scan & Upload all documents mentioned in Form "A" with same page in one PDF.

3.2 For Financial Bid Form 'B'

The Bidders follow the guidelines given in ITB to fill up the Financial Bid. The Bidder shall quote the price in figures and in words at appropriate cell of financial bid form 'B'. The Bidders are required to quote the rates. The Bidders shall quote the rate per Poster and Certificate including all Taxes.

The price quoted by the Bidder shall be fixed for the entire period of contract and no price variation is allowed on any account.

4 Bid Security (EMD)

- 4.1 All the bidder shall submit the Bid security (EMD) in the desired form for the prescribed sum as mentioned in the Invitation For Bids (IFB) in Section-I.
- 4.2 The Bid security is required to protect the BSTBPC Ltd. against the risk of Bidder's conduct, which would warrant the forfeiture of Bid security.
- 4.3 The Bid security shall be in Indian Rupees.
- 4.4 The micro/small scale units located in Bihar shall not be liable to deposit earnest money. Bidders which are registered as micro/small scale unit located in Bihar seeking exemption for payment of EMD should submit valid copy of "UDYAM RESTRATION CERTIFICATE" (along with Annexure page details print) issued by the District Industries Center/ BIADA/ the Micro Small and Medium Enterprises Dépt.
- 4.5 Any Bid not secured by EMD will be rejected by the BSTBPC Ltd. administration deemed as technically ineligible.
- 4.6 Bid security of the unsuccessful Bidders will be discharged/returned as promptly as possible.
- 4.7 **The Bid security may be forfeited:**
- (a) If a Bidder
- (i) Withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form;
- Or
- (ii) Does not accept correction of errors
- Or
- (b) In case of a successful Bidder, if the Bidder fails:
- (i) To sign the Contract; or
- (ii) To furnish Performance Security in accordance with Section-II Clause 14.

5 Period of Validity of Bids

- 5.1 Bids shall remain valid for **90 days** from the date of Bid opening prescribed by the BSTBPC Ltd. A bid valid for a shorter period shall be rejected by the BSTBPC Ltd. as not technically eligible.
- 5.2 In exceptional circumstances, the BSTBPC Ltd. may solicit the Bidder's consent to an extension of the period of validity. The request by the BSTBPC Ltd. and the responses of Bidders thereto shall be made in writing. The Period of validity of the Bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security.
- 5.3 In the case of fixed price contracts, in the event that the BSTBPC Ltd. requests and the Bidder agrees to an extension of the validity period, the contract price, if the Bidder is selected for award shall be the same as the bid price.

6 Opening of Bids by the BSTBPC Ltd.

- 6.1 All the bids received within the specified time would be taken up to be opened by the Tender committee at the prescribed time mentioned through the mode as applicable.
- 6.2 Bidders or their authorized representatives, who choose to witness the opening of bids, would remain present during the opening of bids.
- 6.3 BSTBPC Ltd. reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

7 Clarification of Bids

During evaluation of Bids, the BSTBPC Ltd. may, at its discretion, ask the Bidder for a clarification of its Bid. The request for clarification and the response thereto shall be in writing and no change in substance of the Bid shall be sought, offered or permitted.

8 Preliminary Examination (technical eligibility) and Technical Evaluation

- 8.1 The BSTBPC Ltd. will examine the Bids to determine whether they are complete, properly signed and each page numbered and arranged in order according to the sequence.
- 8.2 After the opening of Technical Bid Form 'A' the Tender committee members and authorized officials of BSTBPC Ltd. may go for site inspection of the setup at the Bidder's press. Only after the Bidder qualifies in the preliminary examination (technical eligibility) and technical evaluation, he becomes technically qualified for the financial bid evaluation.
- 8.3 The BSTBPC Ltd. or his/her representative will have the right of site inspection of the Bidder's setup, anytime during the entire process of printing work for Poster and Certificate Prior to the financial evaluation, the BSTBPC Ltd. will determine the technical eligibility and technical qualification of each Bid with reference to the Bid documents and criteria laid down for technical qualification. For the purpose of these Clauses, a technically eligible bid is one, which conforms to all the terms and conditions of the Bid documents without material deviations.
- 8.4 Tender Committee, if finds it necessary, may call all those Bidders found eligible after preliminary examination of the bids for presentation of their technical bid so that to get absolute clarity on the point of technical eligibility of the Bidders.
- 8.5 Having evaluated the bids on the criteria of technical eligibility on the basis of the technical bids submitted by the Bidders and the presentation of the technical bid, if any, made by them, the tender committee will decide on the bids which qualify the eligibility criteria.

9 Financial Evaluation

- 9.1 The Bids found technically qualified, after scrutiny and evaluation only shall be finally considered for Financial Evaluation.
- 9.2 The Financial Bid Form "B" of the technically qualified Bidder will be opened by the Tender committee.
- 9.3 Bidders or their authorized representatives, who choose to witness the opening of financial bids, would remain present during the opening of bids.
- 9.4 If there is a discrepancy between words and figures, the amount in words will prevail. If the Printer does not accept the correction of errors, its Bid will be rejected and Bid security may be forfeited.

10 Award of Contract:

- 10.1 Subject to clause 9, the BSTBPC Ltd. will award the contract to the technically and financially qualified bidder who has quoted the lowest price in aggregate. Individual lowest item rate shall not be considered for award.
- 10.2 Contract will be awarded to the Lowest Bidder (L1). If he fails to perform the contract, all his performance bank guarantee will be forfeited and the process for blacklisting of the firm will be initiated. If the L1 Bidder backs out then printing of the Poster and Per Certificate will be allotted to the next lowest Bidder.

11. BSTBPC right to vary Quantities at the Time of Award

- 11.1 The BSTBPC Ltd. reserves the right at the time of Contract award to increase or decrease by up to **15 (Fifteen) percent** the quantity Poster and Per Certificate and delivery thereof as originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. No time limits extensions would be allowed for supply if quantity will increase at the time of work order.

12. Notification of Award

The BSTBPC Ltd. will notify the successful Bidder in writing that its Bid has been accepted.

- 12.1 The notification of award will constitute the formation of the Contract.
- 12.2 Upon the successful Bidder's furnishing of performance security pursuant to ITB, the BSTBPC Ltd. will promptly notify each successful Bidder and will discharge its Bid security after signing of contract agreement, pursuant to ITB.

13. Signing of Contract

- 13.1 The successful Bidder, on receipt of award shall execute an agreement within 5 (Five) days in the prescribed form (Section - VIII) and **deposit Performance Security, amounting to 5% of the Contract value and full cost of Text paper (Sheet paper) deposit.** The text paper amount shall not be adjusted against any previous dues to the printer, if any, due from BSTBPC Ltd.
- 13.2 If the bidder fails to execute the agreement and fails to furnish Security amount as mentioned in Clause -14.1 and 10.1 above, not only the bid security shall be forfeited, but the printer shall also be blacklisted and debarred from participation in future bids.
- 13.3 The agreement shall be executed by the successful bidder at Patna on non-judicial stamp paper of Rs. 1,000/- (One thousand) and the successful bidder shall bear all legal expenses of execution of the agreement.

14 Performance Security

- 14.1 Within 05 (Five) days of the receipt of notification of award from the BSTBPC Ltd., the successful Bidder shall furnish the performance security @ 5% of total contract value in accordance with the General Conditions of Contract, in the Performance Security Form (**Section-IX**) provided in the Bid documents or in another form acceptable to the BSTBPC Ltd.
- 14.2 Failure of the successful Bidder to comply with the requirement of performance security, shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security.

15 Corrupt or Fraudulent Practices

- 15.1 The BSTBPC Ltd. requires that the Bidders/ Printer(s) observe the highest standard of ethics during the execution of such contracts. In pursuance of this policy, the BSTBPC Ltd.:
- (a) Defines, for the purposes of this provision, the terms set forth as follows:
 - (i) **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
 - (ii) **"Fraudulent practice"** means misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the BSTBPC Ltd., and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the BSTBPC Ltd. of the benefits of free and fair competition;
 - (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
 - (c) Will declare a firm ineligible, either indefinitely or for a stated period of time, for being awarded Govt. contract, if it at any time determines that the Bidder(s)/ Printer(s)/Firm(s) has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.
 - (d) Further, all bidding documents and all contracts financed in whole or in part by the Government will have a clause permitting it to inspect the Bidders', suppliers' and contractors' accounts and records relating to the bid submission and contract performance of the Bidders, suppliers and contractors, and to have these accounts and records audited by the auditors appointed by the C.A.G.

GENERAL CONDITIONS OF CONTRACT (GCC)

1. Standards

The Printing (with paper) of Poster and Per Certificate and delivering at all the 38 District Head Quarters of Bihar printed under this Contract shall conform to the standards mentioned in the Technical Specifications mentioned in **Section V**.

2. Use of Contract Documents and Information, Inspection and Audit

- 2.1 The Printer shall not, without the BSTBPC Ltd. prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the BSTBPC Ltd. in connection therewith, to any person other than a person employed by the Printer in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 2.2 The Printer shall not, without the BSTBPC Ltd. prior written consent, make use of any document or information except for purposes of performing the Contract.
- 2.3 Any document, other than the Contract itself, shall remain the property of the BSTBPC Ltd. and shall be returned (in all copies) to the BSTBPC Ltd. on completion of the Printer's performance under the Contract if so required by the BSTBPC Ltd..
- 2.4 The Printer shall permit the BSTBPC Ltd. or its representative to inspect the Printer's accounts and records relating to the past performance of the Printer and to have them audited by auditors appointed by the BSTBPC Ltd., if so required by the BSTBPC Ltd.
- 2.5 The Printer shall return to BSTBPC Ltd., all material such as CDs, and Film Positives etc. as soon as the period of Contract is over.

3. Performance Security

- 3.1 Within **05 (Five) days** of receipt of the notification of contract award, the Printer shall furnish Performance Security in the form of DD/Bank Guarantee.
- 3.2 The proceeds of the performance security shall be payable to the BSTBPC Ltd. as compensation for any loss resulting from the Printer's failure to complete its obligations under the Contract.
- 3.3 The Performance Security shall be denominated in Indian Rupees and shall be in the form of Bank Guarantee, issued by nationalized/ scheduled bank located in India, in the form provided in the Bid documents
- 3.4 The Performance Security will be discharged by the BSTBPC Ltd. and returned to the Printer after successful completion of the period of Contract.

4. Delivery and Documents

- 4.1 Delivery at the destination points should be strictly finished **within 15 days from the date of execution of Agreement**. The terms specified by the BSTBPC Ltd. in the Award of Contract should be strictly adhered to the Printer.
- 4.2 Time is the essence of this contract. The time period has to be strictly followed by the bidder at any cost. No negligence shall be shown on the ground of delay at any cost.

5. Payment

- 5.1 **Payment of 80% of bill amount shall be paid after satisfactory completion of the total work order and successful completion of the contract period as far as possible; within (30) days of the receipt of the bill provided the bidder submits the bill with proof of actual challans receipt of the District Head quarters authorities. Rest 20% payment shall be made after approval of CPPRI, Shaharanpur,UP.**

- 5.2 The Printer's request for payment shall be made to the MD BSTBPC Ltd. in writing, accompanied by a item wise invoice describing, as appropriate, Poster and Certificate delivered and the delivery performed at the concerned Five District Head quarters in Bihar and SCERT Office i.e. receipted challans and documents, submitted, and upon fulfillment of other obligations stipulated in the contract.
- 5.3 Mandatory deduction as applicable for T.D.S. and all taxes besides other penal deductions if any imposed shall be recovered from the bills under the contract.
- 5.4 Payment shall be made in Indian Rupees.

6. Prices:

Prices charged by the Printer for the aforesaid work under the Contract shall not vary from the prices quoted by the Printer in its Bid.

7. Penalty For delays:

Timely distribution/availability of Poster and Certificate. A penalty would be imposed for delayed supply. In case of extension in the delivery period with Liquidated Damages, the recovery shall be made on the basis of following percentage of deduction from the value of Poster and Certificate which the Bidder has failed to supply within scheduled delivery period,

i	Delay up to one week of the prescribed delivery period	3%
ii	Delay exceeding one week but not exceeding two weeks of the prescribed period.	5%

7.1 The Bidder's who failed to supply after two weeks (without valid reason) of the due date of delivery shall be debarred from participating in future tenders of BSTBPC Ltd. and shall be blacklisted and this decision of BSTBPC Ltd. shall be communicated to other such Governments Agencies as BSTBPC Ltd. may deem fit.

7.2 Penalty for Grammage of Paper:

If the grammage of Abhyas Pustika & Pathan Samagri printed paper is found less than prescribed specifications after lab test, penalty will be imposed as per less grammage. Provision as per BIS Code IS 1848:2007 with latest amendments +/- in grammage will be considered.

8. Packing

9.1 The Printer shall provide such packing of the Poster and Certificate as is required to prevent their loss or pilferage or damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperature, humidity, moisture and precipitation during transit and open storage. Packing size and weights shall take into consideration, where appropriate, the remoteness of final destination of Poster and Certificate and the absence of heavy handling facilities at all points in transit.

Poster and Certificate for SCERT	25 pieces books in per bundle with top & Bottom Plain paper cross strapping.
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10. Termination for Default

10.1 The BSTBPC Ltd. may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Printer, terminate the Contract in whole or part terminate the contract of remaining work/ supply and may award the contract to any eligible Printer/Printers:

- (a) If the Printer fails to perform any other obligation(s) under the Contract.
- (b) If the Printer, in the Judgment of the BSTBPC Ltd. has engaged in corrupt or fraudulent practices as defined in clause 15 of Section-II in competing for or in executing the Contract.

10.2 In the event the BSTBPC Ltd. terminates the Contract in whole or in part, pursuant to GCC **Clause 9**, the BSTBPC Ltd. may or may not release the performance security, wholly or partially, upon such terms and in such manner as it deems appropriate and the Printer shall be liable to the BSTBPC Ltd. for acceptance of any such decision of the BSTBPC Ltd.

11. Settlement of Disputes

11.1 In case of disputes of difference arising between the BSTBPC Ltd. and Bidder relating to any matter arising out of or connected with this agreement or contract, such disputes or difference shall be first resolved through mutual consent. However, if the dispute still persists to remain unsolved then it will be entertained, heard and finalized as per the provision of the Arbitration and Conciliation act, 1996.

11.2 The decision of the arbitrator shall be final and binding upon both the parties.

11.3 In All the disputes relating to the Bid will be subject to Patna jurisdiction.

12. Applicable Law

The Contract shall be interpreted in accordance with the laws of the Union of India and local State laws. **All the disputes relating to the bid will be subject to Patna jurisdiction.**

13. Taxes and Duties

Printer shall be entirely responsible for payment of all taxes, duties, license fees, e-way bill, insurance etc., incurred until delivery to the destination-points.

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SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the General Conditions is indicated in parentheses.

1. Performance Security

- (i) Within 5 (Five) days from the date of receipt for Notification of Award to the printers, the Printer shall furnish Performance Security in the form of Bank Guarantee from a nationalized /scheduled bank to the BSTBPC Ltd. for an amount of 5% (Five percent) of the contract value, valid up to 6 (six) months from the signing of the contract agreement.
- (ii) Submission of forged Bank Guarantee shall lead to institution of Criminal Case as well as cancellation of contract and forfeit of the bid Security as well as blacklisted.

1. Inspection

The following inspection procedures are required by the BSTBPC Ltd.:

Sample of paper-

- (i) For Poster it should be 170 GSM and 300 GSM Art Board (only any one paper mill sample for each to be submitted see Section-V).
- (ii) 5 copies of Poster and Certificate should be got approved by the Printer from BSTBPC before final dispatch without any claim for extension of time for delivery.

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SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATION

Following are the requirements as per the need of Poster and Certificate for SCERT and delivering at 5 (five) District Head Quarters (Katihar, Jamui, Purnia, Gaya & Sitamarhi & SCERT Patna) of Bihar:-

Sl. No	Particulars	Finished Size of Poster & Certificate	Number of page per Poster & certificate	Size of paper	Colour	Quantity of Poster and Certificate
1	Poster	88 X 56 Cms.	1	170 GSM Art Board with uper side Mounting	Multi colour one side printing	1,32,000
2	Certificate	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	10,480

Specifications for Printing and Supply of Poster and Certificate:

1	Ink colour	Good quality of four colour inks as per CD's of Poster and Certificate as provided to be printed.
2	Type of printing process for Printing of Poster and Certificate	Four Colour Sheet Offset Printing Machine Double Demy size or more.
3	Printing Plates	The Printer shall use only good quality printing plates. Wherever soft copies are provided, the plate making shall be by CTP method or PS plates. Only good quality chemicals shall be used for the making of plates.
4	Poster and Certificate Paper Specification's	<p>Printing paper would be procured by the bidders himself. The paper to be used for printing of the Poster and Certificate for the purpose of the instant tender must qualify the technical specifications as mentioned below.</p> <p>Printing paper must be as per following specification:</p> <p>(a) For Paper – 170 GSM Art Board for Poster and 300 GSM Art Board for Certificate (only any one paper mill)</p>
5	Inspection	Inspection procedure is indicated in special conditions of contract.
6	Delivery	Supply of Poster and Certificate at 5 (Five) District Head Qr. Of Bihar within the prescribed time limit i.e. Within 15 days from the date of execution of agreement.

Poster and Certificate district wise supply details.

Sl. No.	District Name	Particulars	Finished Size of Poster & Certificate	Number of page per Poster & certificate	Size of paper	Colour	Quantity of Poster and Certificate
1	KATIHAR	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	20,328
		Certificate (स्वास्थ्य एवं आरोग्य दूत हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	1,564
		Certificate (प्रखण्ड साधन हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	64
2	JAMUI	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	22,992
		Certificate (स्वास्थ्य एवं आरोग्य दूत हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	1,796
		Certificate (प्रखण्ड साधन हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	40
3	PURNIA	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	23,592
		Certificate (स्वास्थ्य एवं आरोग्य दूत हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	1,836
		Certificate (प्रखण्ड साधन हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	56
4	GAYA	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	39,288
		Certificate (स्वास्थ्य एवं आरोग्य दूत हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	3,104
		Certificate (प्रखण्ड साधन हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	96
5	SITA-MARHI	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	25,152
		Certificate (स्वास्थ्य एवं आरोग्य दूत हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	1,956
		Certificate (प्रखण्ड साधन हेतु प्रमाण पत्र)	20.5 X 21.9 Cms A/4	1	300 GSM Art Board	Multi Colour one side printing	68
6	S.C.E.R.T OFFICE, PATNA	Poster	88 X 56 Cms.	1	170 GSM Art Board with upper side Mounting	Multi colour one side printing	648

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SECTION – VI:**TECHNICAL BID INFORMATION****FORM "A"**

The Bidder has to go through the Eligibility Criteria (**Section-II**) and other requirements mentioned in the bid documents and it is the Bidder's responsibility to provide all the information mentioned in the Proforma given below and any other information which is compulsory and required to be completed by the Bidder mentioned in any other section of the bid documents duly scanned and uploaded in the sequential manner. All fields are mandatory. **Failing to meet any of the under mentioned criteria will result in disqualification of the bidder for financial round of evaluation**

S.N.	Particulars	Information to be furnished by the Bidder	Document uploaded online	Original document submitted
1	Full name & address of the Bidder (with Telephone/Email ID/Mobile Number etc.)		Yes	
2	Legal status, Place and date of Registration and principal place of business of the company or firm or association.		Yes	
3	The cost of Bid Document Rs.11800/- copy of online receipt submitted .		Yes	Yes
4	Whether the Tender Fee Rs.1,180/- online submitted.		Yes	
5	Whether the EMD of Rs. 55,000/- or Copy of valid "UDYAM registration certificate" if small scale units located in Bihar seeking EMD payment exemption submitted. Please mention DD or UDYAM Details) Please refer to Clause (s) of Section II: Eligibility criteria.		Yes	Yes
6	Whether the Empanelled Printer is in operation for a minimum period of three years prior to 31.12.2021 Please refer to Clause (a) of Section II: Eligibility criteria.		Yes	
7	Year of establishment of the Press		Yes	
8	Year wise Annual turnover for the last three years Please refer to Clause (b) of Section II: Eligibility criteria.	(2018-19) Rs.	Yes	
		(2019-20) Rs.	Yes	
		(2020-21) Rs.	Yes	
9	Whether the bidder has successfully completed one single order of 25 Lakhs for the Printing of books/other related documents or Similar type of printing work in one financial year from any govt. departments/ undertakings/Authorities' (State or Central Govt.) during april 2018 to March 2021. Please refer to Clause (c) of Section II: Eligibility criteria.		Yes	
10	Whether the PAN Card of Firm /Company/ Proprietor and ITR for three Financial years i.e. 2018-19, 2019-20 & 2020-21 is submitted. Please refer to Clause (d) of Section II: Eligibility criteria.		Yes	

S.N.	Particulars	Information to be furnished by the Bidder	Document uploaded online	Original document submitted
11	Whether the supporting letter from their Bank confirming the availability of fund submitted. Please refer to Clause (e) of Section II: Eligibility criteria.		Yes	Yes
12	Whether the prescribed Proforma (Vide Section-XVI) and documents on past supplies and client certificate on satisfactory performance attached? Please refer to Clause (f) of Section II: Eligibility criteria.		Yes	
13	Whether the copy of rent agreement with house owner must be provided or copy of conveyance deed or BIADA Land allotment letter/handing over of land physical possession letter submitted. Please refer to Clause (g) of Section II: Eligibility criteria.		Yes	
14	Whether the invoice copy Four colour or more colour sheet Fed Offset double demy Printing Machine submitted. Please refer to Clause (h) of Section II: Eligibility criteria.		Yes	
15	Whether the invoice copy Plate Making submitted. Please refer to Clause (i) of Section II: Eligibility criteria.		Yes	
17	Whether the invoice copy paper cutting machine submitted. Please refer to Clause (j) of Section II: Eligibility criteria.		Yes	
18	Whether the invoice copy of mounting machine submitted. Please refer to Clause (m) of Section II: Eligibility criteria.		Yes	
19	Whether the copy of Electric bills Submitted. Please refer to Clause (n) of Section II: Eligibility criteria.		Yes	
20	Whether the copy of GST Registration Certificate and also the copy of GSTR-3B Return submitted. Please refer to Clause (o) of Section II: Eligibility criteria.		Yes	
21	Self attested copies of ESI and EPF Registration Certificate issued by the appropriate authority valid as on date of submission of tender document alogwith latest paid voucher. Please refer to Clause (p) of Section II: Eligibility criteria.		Yes	
22	Self attested copies of valid factory Licence Registration to run the press of all the premises where the machineries etc. issued before the date of publication of this tender by Labour Department, Govt. of Bihar. Please refer to Clause (q) of Section II: Eligibility criteria.		Yes	
23	Whether stamped affidavit / Declaration by the Bidder (Section-XI) duly completed & sworn before Public Notary/Executive Magistrate is attached. Please refer to Clause (r) of Section II: Eligibility criteria.		Yes	Yes
24	Whether scanned copies of Authorization letter to sign/attend the bidding (Section-XII, Section-XIII & Section-XIV.) submitted. Please refer to Clause (t) of Section II: Eligibility criteria.		Yes	
25	5 (Five) Paper sample sheets of A-3 size of 170 & 300 gsm Art Board Paper.		-	Yes

Signature of the authorized signatory
Full name & address of the Bidder.

BID FORM

Date:2022.

From
M/s.....
.....
.....

To:
The Managing Director,
Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan, Budha Marg,
Patna-800 001

Subject: Printing (With Paper), Binding and Supply of Poster and Certificate for SCERT and delivery at Five (5) district head quarters and SLO within State of Bihar.

Dear Sir,

I/We.....
.....am/are submitting herewith my/our bid for Printing (With Paper), Binding and Supply of Poster and Certificate and delivering at the 5 (five) District Head Quarters within the State of Bihar. My/Our rates are quoted in the Price Bid Form which is part of Financial Bid.

1. I/We have carefully read the conditions laid down for the bid and the contract and in case my /ours rates are approved and work is allotted to me/us, I/We hereby agree to abide by all of them. The conditions attached to the Bid form have been signed by me/us in token of their acceptance.
2. I/We hereby also agree to carry out faithfully, all other instructions from you which are not contrary to any of the terms and conditions of the contract, or which do not put me/us to any additional financial burden beyond what is implied by the terms of the contract.
3. I/We hereby solemnly declare that the information given by me/us in this letter and in the enclosures to the tender form is correct, and in case any information given by me/us is found to be incorrect, the Managing Director, Bihar State Text Book Publishing Corporation Ltd, Patna will have the right to forfeit the Bid Security deposited with my/our Bid herewith.

Yours faithfully,

(Signature of Proprietor /Partner /
Director with Rubber Seal of the
Firm/Company

CONTRACT / AGREEMENT FORM

THIS AGREEMENT made theday of....., 2022 between Bihar State Text Book Publishing Corporation Limited, Pathya Pustak Bhawan, Budha Marg, Patna-800 001 (hereinafter "the Corporation ") of the one part and (Name of Printer) of (City of Printer) (hereinafter called "the Printer") of the other part :

WHEREAS the Corporation is desirous that certain services viz., (Brief Description of Services) and has accepted a bid by the Printer for Printing (With Paper), Binding and Supply of Poster and Certificate for SCERT and delivery at Five (5) district head quarters and SLO within State of Bihar in the sum of (Contract Price in Words and Figures) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) N.I.T. and bid document will be treated as part of the agreement.
 - (b) the Bid Form and the Proforma for Price bid submitted by the Bidder;
 - (b) the Description of works ;
 - (c) the Terms & Conditions of Contract;
 - (d) the Corporation's Notification of Award.
3. In consideration of the payments to be made by the Corporation to the Printer as hereinafter mentioned, the Printer hereby covenants with the Corporation to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Corporation hereby covenants to pay the Printer in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the work and services which shall be supplied / provided by the Printer are as under:

SL. NO.	BRIEF DESCRIPTION OF SERVICES	QUANTITY TOBE SUPPLIED	No. OF Poster and Certificate	PER Poster and Certificate PRICE	PER Poster & Certificate PRICE	TOTAL CONTRACT PRICE	DELIVERY TERMS

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said (For the Corporation)

in the presence of:.....

Signed, Sealed and Delivered by the

said (For the Printer)

PERFORMANCE SECURITY FORM

To:
The Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan,
Budha Marg,
Patna-1.

WHEREAS (Name of Printer)
hereinafter called "the Printer" has undertaken , in pursuance of Contract No.....
dated,.....2022 for Printing, Binding & Supply of Poster and
Certificate.....(Description of Books and Binding)
hereinafter called "the Contract".

AND WHEREAS it has been stipulated by you in the said Contract that the Printer shall furnish
you with a Bank Guarantee by a recognized bank for the sum specified therein as security for
compliance with the Printer's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Printer a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of
the Printer, up to a total of (Amount of the
Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand
declaring the Printer to be in default under the Contract and without cavil or argument, any sum or
sums within the limit of (Amount of Guarantee) as aforesaid, without your
needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....2022

Signature and Seal of Guarantors

.....
Date.....2022

Address:

PROFORMA OF CHALLAN

(Name and address of the Bidder)

Work order No:.....

Challans no:

Date:

Name & Address.....

.....

Sl. No.	Name of the items ordered	No. of Books received	Date of Receiving	Remarks

Note:

- a. Challans will be printed in A4 Size only for maintaining the uniformity.

Signature of:

Representative of Supplier

Full Name.....

Date.....

Mobile No:.....

Signature & stamp of:

Representative of D.E.O.

Full Name.....

Date.....

Mobile No:.....

Affidavit

DECLARATION BY BIDDER

In response to the bid document for Printing (With Paper) of Poster and Certificate I/We do hereby declare that I/We is/are proprietor/partner/ director of the firm and;

1. I/We do hereby declare that I/We have read and understood the application form and thus declaration carefully and I/We declare to abide them.
2. I/We..... do hereby declare that I/We will not withdraw our offer, after opening of the bid. I/We further declare that after opening of the Bid I/We shall be abiding with the offer and the Terms and conditions of the bid and the offer.
3. Thus in case of failure in compliance of the Bid by we/us I/We shall be bound to pay the penalty as per the terms and conditions appearing in the bid document.
4. That my/our firm have not been blacklisted or debarred by any Government department/ Agencies/undertakings nor any such action is in process against the firm.

Signature

VERIFICATION I/We..... do hereby verify that the contents of Para 1 to 4 of the declaration made by we/us are correct and believed to be true. Hence I/We have verified and signed on the day of2021 at.....

Witness:

1.

Signature & Name and address

Seal of Bidder

2.

SECTION - XII

AUTHORITY LETTER

Certified that I/We..... proprietor/director/partner of

M/s.....Address.....

.....

hereby authorize to Sh.to sign the tender documents

on my / own behalf.

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place & Date

SECTION - XIII

Certificate regarding filling of latest GST Return 3B Certified that

I/We..... proprietor / director/ partner of

M/s.....Address.....

.....hereby certify that I have filed the latest return of GSTR 3B for the month of March, 2021.

**Name & signature of the authorized signatory of the Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place & Date

SECTION - XIV

Self Declaration / Undertaking regarding use of same paper submitted as sample.

That/We..... M/s.....

.....Address.....

.....certified that the(name of printing firm) will use same 170 GSM Art Board for Poster and 300 GSM Art Board for Certificate submitted by it as sample to the BSTBPC Ltd.. In case of any deviation of paper as required by the terms and condition of this tender, the BSTBPC Ltd. can take any legal and administrative action against the..... (name of printing firm)".

**Name & signature of the authorized signatory of the Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place & Date

FINANCIAL BID**FORM "B"**

Tender No: BSTBPC / E-Tender/ Poster & Certificate 2022 /, Dated

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Name of work		Poster and Certificate (with paper)			
Sl. No.	Name of Item to be Printed	Total Book Quantity	GSM of paper	Rate in figure – (INR) (Per book)	Rate in (INR) words (Per Book)
1	Poster	1,32,000	170 GSM Art Board		
2	Certificate	10,480	300 GSM Art Board		
TOTAL					

Note:-

- a) Rates quoted must include (GST/(if any) and all other taxes applicable and should be FOR destination as mentioned in tender notice.
- b) GST as applicable on the date of submission of tender should be included in the rates and quoted accordingly.
- c) If there is any over writing or corrections in rates the Bid will not be considered.
- d) In case any difference/confusion in the rate quoted and written 'in figures' and 'in words', the rate quoted and written 'in words' shall prevail.
- e) The lowest bidder shall be declared on the basis of overall lowest price in total.



PERFORMANCE STATEMENT

Performa for Performance Statement (for a period of preceding four years)

Name of the Firm

Financial Year

Order placed by (Full address of Purchaser)	Order No. & Date	Description & quantity of printing ordered	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any	Has the supply been satisfactory? (Attach a certificate from the Purchaser /consignee)
				As per contract	Actual		
1	2	3	4	5	6	7	8

✓

Signature and seal of the Bidder