

**BID DOCUMENT
FOR PRINTING & BINDING OF
TEXT BOOKS OF CLASS-II (Part-2)
FOR S.S.A., BIHAR
(EDUCATIONAL SESSION-2016-17)**

(AMMENDED)

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Pathya Pustak Bhawan,

Budh Marg,

Patna-800001

Cost of Tender document: Rs. 5,250/- (inclusive VAT)

Bid Document on Website :	16.06.2016
Pre-Bid Meeting	24.06.2016 at 11.30 Hrs.
Date and Time for receipt of Bids :	01.07.2016 to 08.07.2016 till 14.30 Hrs
Time and Date of Opening of Bids:	08.07.2016 at 15.00 Hrs.

IMPORTANT INFORMATION

Name of the Corporation	:	Bihar State Text Book Publishing Corporation Ltd.
Address (For submission of Bids, Communication, etc.)	:	The Managing Director, Bihar State Text Book Publishing Corporation Ltd., Pathya Pustak Bhawan, Budh Marg, Patna-800 001.
Phone Nos.	:	0612-2221975, 2222783, 2223533
Fax No.	:	0612 – 2236388
Name of Work	:	Printing & Binding of Text Books of Class-II (Part-2) under SSA, 2016-17, Bihar
Price of Bid Document	:	Detailed Bid Document along with terms and conditions may be downloaded from the Website: bstbpc.gov.in and the tender is to be submitted along with a Bank Draft of Rs. 5,250/- (Rs.5,000/- towards cost of Bid Document Rs. 250/- towards VAT) Non- refundable in Technical Bid in favour of “ Bihar State Text Book Publishing Corporation Ltd., ” payable at Patna on any Nationalised / Scheduled Bank.
Place of Opening of Bid	:	Conference Hall, Bihar State Text Book Publishing Corporation Ltd., Pathya Pustak Bhawan, Budha Marg, Patna-800 001.
Date till which the Bid is valid	:	90 days from the date of opening of Bid.
Bid Security Deposit	:	Rs. 50,000/-

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

(A Govt. of Bihar Undertaking)

PATHYA PUSTAK BHAWAN, BUDH MARG, PATNA-800 001

Phone : 0612-2221975, 2222783, 2223533 Fax:0612-2236388 Email:textbookmd@gmail.com

Tender No BSTBPC/SSA- Class-II,Part-II -02(Textbook)2016-17/

Dated 13.06.2016

:- TENDER NOTICE -:

1. Sealed Tenders are invited from the experienced and reputed Offset Printing Presses having Web Offset Machine 578 mm cut-off size for Printing & Binding of Text Books for Class-II (Part-2) (excluding cost of paper) in two packets system - Technical and Financial Bid as detailed in the bid document **under Sarva-Shiksha Abhiyan-2016-17 Bihar.**
2. Detailed Bid Document along with terms and conditions may be downloaded from the Website: bstbpc.gov.in and the tender is to be submitted along with a Bank Draft of Rs. 5,250/- (Rs.5,000/- towards cost of Bid Document Rs. 250/- towards VAT) Non-refundable in Technical Bid in favour of **“Bihar State Text Book Publishing Corporation Ltd.,”** payable at Patna on any Nationalised / Scheduled Bank.
3. **Pre-Bid Meeting** will be held on **24.06.2016 at 11.30 hrs.** Prospective bidders seeking/submitting any clarifications/queries any suggestions may submit the same in writing on above mentioned address before **23.06.2016 till 17.00 hrs.** The same may also be sent either by fax or through E-mail (on the above mentioned numbers/ address).
4. Tenders can be submitted in the Office of Managing Director on any working day during working hours from **01.07.2016 to 08.07.2016 till 14.30 Hrs**
5. The Bid will be opened on **08.07.2016 at 15.00 hrs.** in the Conference Hall of the Corporation in presence of tenderers or their one representative.
6. The details about the terms & conditions, specification etc. can be ascertained from the Bid Document.
7. The undersigned reserves the right to reject or accept any Bid partially or fully without assigning any reason.

(B.M. Patel) I.T.S.
MANAGING DIRECTOR

CONTENT OF BIDDING DOCUMENTS :

A	PART OF TECHNICAL BID (FORM-I)	-----
B	PART OF TECHNICAL BID- DETAILS OF EMD (FORM-II) –	-----
C	INVITATION FOR BIDS –	SECTION - I.
D	TERMS & CONDITIONS –	SECTION - II.
E	SCHEDULE OF REQUIREMENTS / TECHNICAL SPECIFICATION / BID SECURITY -	SECTION - III .
F	PROFORMA FOR PRICE BID –	SECTION - IV
G	BID FORM –	SECTION - V.
H	AFFIDAVIT	SECTION - VI.
I	PERFORMANCE SECURITY FORM (B.G.) –	SECTION - VII.
J	PAPER / PRINTED COVER SECURITY FORM (B.G.) –	SECTION - VIII.
K	CONTRACT / AGREEMENT FORM –	SECTION - IX.
L	DECLARATION BY THE BIDDER –	SECTION - X.
M	PROFORMA FOR EQUIPMENT AND QUALITY CONTROL –	SECTION - XI.
N	PRINTING BILL CHECK LIST	SECTION - XII
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(A)

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD,

(A Govt. of Bihar Undertaking)

PATHYA PUSTAK BHAWAN, BUDHA MARG, PATNA-800 001

Phone: 0612-2221975, 2222783, 2223533 Fax: 0612-2236388 E mail : textbookmd@gmail.com

PART OF TECHNICAL BID (FORM-I)

For Printing and binding of Text Books.

1. Name of the Firm/Printing Press:

2. Full address – :

(i) Office of the Firm/Printing :

Press :

(ii) Printing Premise :

3. Status : Proprietary/ Partnership/ Corporation/ Limited Co./
Society etc.

4.

Telephone Nos.	Land Line	Cell/Mobile No.	Fax No.	E-mail Address
OFFICE				
PRINTING PREMISE				

5. Name of each Proprietor/Partner/Directors:-

Name of Proprietor/ Partner/Directors	Residential Address	Land Line Telephone No.	Cell/ Mobile No.	E-mail Address

6. If the firm/Printing Press has more
 than one No. of units and premises,
 Names, Addresses, Telephone Nos./.....
 Fax Nos and E-mail Addresses etc.
 of each to be given separately.

7. **(A) Earnest Money (Demand Draft) :**
 on any Nationalized /Scheduled Bank payable at Patna. Rupees
 only (In words
)
 D.D. No.....Date.....Name of the Bank :.....

8. Period of Supply : Within 60 days.

9. Period of validity of offer : One Year

10. Whether the firm is registered
 under the following Acts ?

If so, please furnish details :

(a) The Indian Companies Act,1956 : Registration No. Date

(b) The Indian Partnership Act,1932 : Registration No. Date

(c) Societies Registration Act,1860 : Registration No. Date

(d) A sole proprietary printing press:

11. Details of Printing Machinery : (Properly Installed & in working condition):-

(a) Web Offset with 578 mm. (Inner pages of text books)

Details of Machine	M/C No.1	M/C No.2	M/C No.3	M/C No.4	M/C No.5
(1) Make					
(2) Year of manufacture					
(3) No. of colours					
(4) Speed per Hour					
(5) Width					

If the number of machines are more than five, enclose a separate sheet.

(b) Four Colour Sheet Offset (Cover pages of Text books)

Details of Machine	M/C No.1	M/C No.2
(1) Make		
(2) Year of manufacture		
(3) Speed per Hour		
(4) Size		

If the number of machines are more than five, enclose a separate sheet.

(c) Details of Binding Machinery if owned by the bidder:

Binding Machinery	Make	Size	No. of Machines	Automated/ Manual	No. of Gathering Stations	Speed per hour
Centre /Side Stitching						
Cutting Machines						
Strapping Machine						

(d) Details of Plate Making facility/ (i)

CTP owned by the tenderer: (ii)

(iii)

(iv)

If the number of machine are more than IV enclose a separate sheet.

Note: (1) The tenderer is expected to give all details in the above format of the bindery owned by tenderer.

(e) Horse power required to run the above mentioned total machines enumerated vide 11(a) to 11(c) :

(f) Number of persons employed directly or indirectly in the printing press. (with reference to Section-XI):

12. Availability of space/area (in Sq. ft):-

	Specific Item	Ownership	Rental
a)	Space/area for machine operating		
b)	Space/area available for Book binding and allied work		
c)	Space/area available for storage/Set Making		

13. Is the firm/printing press doing book printing work for Text Book Corporation/ Organization of any State in India engaged in text book publication/printing. If yes, details of such work:-
- (a) For which State/States
- (b) Since when
- (c) Number of copies printed for
- academic year 2013-14,
- 2014-15 & 2015-16
- (d) Performance Certificate to this effect be furnished :
- (other than BSTBPC Ltd, Patna)

:-DECLARATION -:

ID/o, S/o, W/o Shri
 Proprietor / Partner / Director

(Name of firm) hereby declare that the information given from 1 to 13 in above form is correct and true and if any information is found to be untrue or false, the bid is liable to be rejected.

I also solemnly declare that if any information above is found untrue / false, my candidature as bidder may be cancelled and appropriate action can be taken against me and my firm. If any order has been placed on the basis of above information, the Corporation is at liberty to cancel the order.

Date:
Place:

Bidder's full name and signature
with Rubber Stamp
or Official Seal of the firm

(B)

SSA-2016-17 Class-II, (Part-2)
PART OF TECHNICAL BID FORM – II

(Details of earnest money deposit (EMD) please be furnished) :-
Name of the Firm with Address:

Sl. No.	Name of the Bank	Amount	Details of E.M.D.	
			Package(s)	Amount in Rs.

Note:- Please enclose the original deposit receipts as mentioned above.

Place:

**Name & Signature of the
bidder with rubber stamp.**

Date :

(C)

SECTION –I

INVITATION FOR BIDS

1. ELIGIBLE BIDDERS

- 1.1 The **Bidders** as described in **Qualification Criteria** below are eligible for taking part in the Bid, which shall form the basis for submitting the **Technical Bid** .
- 1.2 The Bidder is expected to examine carefully all instructions, terms & conditions, bid form, sections to the bid form, specifications in the bid document. Failure to comply with the requirement of bid submission will be at the bidder's risk. Bids which are not substantially responsive to the requirements of the bid document, will be outrightly rejected.
- 1.3 Sealed Bid for printing and binding of Text Books Class-II (Part-2) for free distribution under SSA, Bihar-2016-17 are invited in two different envelopes superscribed as **Part-A– 'TECHNICAL BID'** (duly filed in Part of Technical Form-I and duly filed Part of Technical Form-II - with all enclosures required and **Part-B - 'FINANCIAL BID'** Both should be kept in a single sealed big envelope. The details are as here under -

PART – A – 'TECHNICAL BID':
QUALIFICATION CRITERIA

To be considered qualified to successfully perform the contract, the Bidder must meet the following minimum requirements.

- (a) The Bidder must be an Web Offset Printer. The press should have been in operation for a minimum period of 3 years as on prior to bid submission date.
- (b) Printing machine manufactured before the cut of year of 1995 may be included in the list of printing machines subject to Clause No. 36 of (D) Section-II Page-22.
- (c) The bidder should submit audited Profit & Loss Account and Balance Sheet for three financial years i.e. 2012-13, 2013-14 & 2014-15 duly certified by his Statutory Auditor/CA who should mention his name, address and membership number and shall be based on the returns filed with the Income Tax authority.
- (d) The average annual turnover of printing work achieved by the bidder as per their financial results for financial years i.e. 2012-13, 2013-14 & 2014-15 should be not less than Rs. 30.00 (Thirty) lakhs per annum.
- (e) The Bidder should submit details. with reference to [(Column-11(a) to 11(c)– of Part of Technical Bid (Form-I)] having following minimum configurations facilities –
- Complete plate making equipment with pasting table, Printing Down Frame or CTP (Computer to Plate) systems.
 - One working Four Colour Web Offset printing machine of 578 mm Cut off size with quarter folder.
 - Four Colour Sheet Offset printing machine.

- One Power operated cutting machines or programmatic cutting machine not less than 32”size or one 3 knife trimmer.
- Two numbers of wire stitching machines.
- In case bidder does not possess Four Colour Sheet Offset printing machine for Cover printing on its own, in such case the said bidder will have to submit a commitment letter from registered printer of BSTBPC Ltd. who has a four colour sheet offset printing machine and from whom the bidder will be getting the cover printed. However the bidder will not be relieved of the liability of providing quality cover in time. This will not be treated as consortium under Para (s) page-12.

Clarificatory Note:-

- 1) The bidders having cover printing capacity/facility, may print cover on their own.
- 2) Those who do not have their own cover printing capacity/facility may get cover printed only by registered printers of BSTBPC Ltd.'
- 3) The actual cover printers will have to print their print line on each cover.
- 4) The printing quality of cover will not be compromised and be absolutely maintained.

Note: The Specifications mentioned above are at minimum configurations expected, but Superior Machinery in the similar category are also acceptable. However, decision of the Corporation in this regard shall be final and binding.

- (f) The Bidder should have ownership documents in support of all equipment's, printing and binding machines. The plant shall be well planned and is required to be in easily accessible location. It is expected to be laid out in an area of about 1,500 Sq. feet to have easy and safe movement of the materials.
- (g) Storage capacity for paper, finished books and Set Making (with reference to Column-12 – Part of Technical Bid (Form-I) should be minimum 3,000 Sq.ft. and layout/map be attached). Copy of the title deed or lease agreement in support of ownership / hire / lease of infrastructure facilities like building / godown.
- (h) Copy of Factory/Labour Licence Registration to run the press of all the premises where the machineries etc. are installed.
- (i) Press and Declaration Certificate issued by concerned competent authority.
- (j) A duly attested Affidavit & Declaration by the Bidder in the form specified for this purpose i.e. Section-VI & Section-X, by a Notary to be submitted along with the bid.
- (k) Copy of Sales Tax/VAT Registration Certificate. In case of bidders of other State who having CST Registration and are not registered with Bihar Commercial Tax Deptt. they will have to open an office in Bihar and get registered before entering into the agreement, if the work is allotted to them.
- (l) Latest VAT returns filed acknowledgement for the month of March .
- (m) Copy of Income Tax return filed for three assessment years i.e. 2013-14, 2014-15 & 2015-16 & Copy of PAN Card.
- (n) Copy of Electrical load sanctioned in the name of firm/proprietor/Authorised Partner / Director justifying the load for the machines installed in premises along with a copy of current Electricity Bill. Details of the Generator, if installed must be enclosed.

- (o) Certificate of incorporation and copy of Memorandum & Article of Association or partnership deed if not a Proprietary Firm, must be attached.
- (p) The Bid shall be accompanied with the Bid Security (EMD) of Rs. 50,000=00 only.
- (q) Details of any other existing printing work load/commitment, at present.
- (r) Copy of Registration No. of Employee Provident Fund is mandatory wherever applicable. In case a printer is not covered under EPF then proof of such evidence is to be submitted in the form of a written undertaking. However all statutory obligations/liabilities like Salary, ESI, and PF as per labour laws for manpower employed will be the sole responsibility of the bidder.
- (s) Bid by Joint venture/Consortium of firms/printers/company/will not be allowed.
- (t) The bidder should submit his financial positions with a supporting letter from their Banks confirming the availability of fund to meet the working capital requirement including Bank Guarantee limit amount for paper security which may be required for execution of the Agreement/Contract.
- (u) Demand Draft of cost of bid document of Rs. 5,250/-.

Note: With reference to invitation of quotation of rates supporting required documents in this tender documents, the following shall form part of Criteria for qualification, including the Criteria enumerated from (a) to (u) above –

PART - B - 'FINANCIAL BID' :

- i) A bidder shall quote for maximum four packages as per his capacity & preference only of Package-1 to Package -19 as shown in Section-III. A bidder shall bid for maximum four packages as per his production capacity in the prescribed Proforma enclosed at Section-IV. Any Bidder bidding more than four packages will be rejected in the technical bid itself and no claim whatsoever shall be entertained and shall be disqualified.
- ii) Bids quoted on the bidder's letter head will not be accepted.

2. OTHER CLARIFICATION OF BID DOCUMENT:

- 2.1 Prospective bidders requiring any clarifications/suggestion of the Bid Document may seek the same in writing before **23.06.2016 till 17.00 hrs.** which will be discussed during the Pre-Bid meeting.

3. PRE - BID MEETING

- (a) The Bidder or his official representative is invited to attend a pre-bid meeting, which will take place in the Office of the Managing Director, Bihar State Text Book Publishing Corp. Ltd., Patna-1 on **24.06.2016 at 15.30 hrs.**
- (b) The Bid document may be fine tuned on the basis of discussions with prospective bidders during the Pre-Bid Meeting.
- (c) Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

(D)

SECTION –II

TERMS & CONDITIONS

4. BID SECURITY

- 4.1 The Bidder shall furnish, as part of Technical Bid, a bid security of Rs. 50,000=00 (Rupees Fifty thousand). It will be in the form of Demand Draft in favour of Bihar State Text Book Publishing Corporation Ltd., payable at Patna on a nationalized / scheduled bank. Any tender not accompanying the required Bid Security will be liable to be rejected outrightly.
- 4.2 The Bid Security is required to protect the Corporation against the risk of Bidder's conduct which would warrant the security's forfeiture,
- 4.3 The Bid Security of the successful bidders may be adjusted against the Performance Security at the time of execution of Agreement, on request of Bidder, to do so in writing.
- 4.4 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not later than 30 days.
- 4.5 The bid security should be refunded to the successful bidder on receipt of performance security within 30 days.

5. THE BID SECURITY MAY BE FORFEITED:

If a Bidder (i) withdraws his bid during the period of bid validity or

- (ii) in case of a successful Bidder, if the Bidder fails: to execute the Agreement within 7 (seven) days of receipt of notification of award.
- (iii) fails to furnish performance security.
- (iv) fails to furnish minimum 40% (**forty**) of the cost of Text & Cover paper as security deposit.
- (v) If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.

6. BID PRICE:

- 6.1 A bidder shall quote for maximum four packages as per his capacity & preference only of Package-1 to Package -19 as shown in Section-III. A bidder shall bid for maximum four packages as per his production capacity in the prescribed Proforma enclosed at Section-IV. Any Bidder bidding more than four packages will be rejected in the technical bid itself and no claim whatsoever shall be entertained and shall be disqualified.
- 6.2 If no bid is received for any packages, it will be at the discretion of Managing Director, BSTBPC Ltd. to allot the work at the approved L1 rate amongst the different successful bidders of any other package.
- 6.3 Rates both in figures & words should be quoted on the prescribed proforma at Section-IV. The rates quoted shall not be over written. If there is a discrepancy between words and figures, the amount in words will prevail.
- 6.4 Bids which are not in the prescribed form/incomplete/or vary with any of the conditions listed in the Bidding documents will be rejected outrightly.
- 6.5 Conditional bids will not be considered.

7. THE RATE QUOTED IN PROFORMA- IV INCLUDES THE COST OF FOLLOWING SEQUENCES OF PRINTING (a) to (g) FOR THE PRINTING OF TEXT BOOKS, AS THE CASE MAY BE :

- (a) Composing/ Designing (if required),
- (b) Processing, CTP/PS Plate Making, Correction making,
- (c) All books text printing on four colour web offset machine.
- (d) Binding (Folding, gathering, stitching, Trimming the edges, and all other operations necessary for production of the book in finished form.
- (e) Cover printing on four colour sheet offset machine 130 GSM paper with (District Name along with 2 digit District code and 6 digit book Progressive No. on front Cover).
- (f) Set Making of Text Book Classwise/Districtwise/Studentwise as per Section-III.
- (g) Classwise/Districtwise/Studentwise set of Text books will be delivered at the godowns at Patna within 60 days as per the schedule/directions given in work-order

8. PERIOD OF VALIDITY OF BIDS

- 8.1 The Bids shall remain valid for 90 days after the date of bid opening prescribed by the Corporation.
- 8.2 In exceptional circumstances, the Corporation may solicit the Bidder's consent to an extension of the period of validity.

9. FORMAT AND SIGNING OF BID

- 9.1 The Bidder is required to submit Sealed Bids in two separate envelopes – Part-A- Technical Bid and Part-B- Financial Bid. Both envelopes shall be kept in a single big envelope.
- 9.2 The bid shall be typed or written in indelible ink and the bid comprising the technical and Financial bid should be signed by all the partners in case of partnership firm and by Managing Director or a Director or Secretary authorized by the resolution of Board of Directors, in case of private/public limited firm to bind the Bidder to the Contract. **Rate not quoted should be marked with a cross (x) and written in words “ not quoted”**
- 9.3 The bidder should sign and stamp all the Bid documents. The entire Bid papers submitted should have serial page nos. on each page.
- 9.4 Any eraser or overwriting shall be valid only if they are initialed by the persons or persons signing the bid.

10. SUBMISSION OF BIDS

- 10.1 The Bidders shall seal the **Part-A-Technical Bid and Part-B - Financial Bid** in separate inner envelopes . He shall then place all the inner envelopes in an outer envelope. The inner and outer envelopes shall:
 - (a) be addressed to the Corporation at the following address:
The Managing Director,
Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan, Budha Marg,
Patna-800 001
 - (b) bear the **“Bid for Printing & Binding of Text Books for Class-II (Part-2) SSA-2016-17, Bihar”**, and a statement **“Do not open before 15.00 hrs. on 08.07.2016”**.

- 10.2 The inner envelopes shall also indicate the name and address of the bidder to enable the Bid to be returned unopened in case it is declared "late".
- 10.3 If the outer envelope is not sealed and marked, the Corporation will assume no responsibility for the bids' misplacement or premature opening.
- 10.4 Telex, cable or facsimile bids will be rejected.

11. DEADLINE FOR SUBMISSION OF BIDS

- 11.1 Bids must be received at the office of the Corporation by **14.30 hrs. on 08.07.2016** In the event of the specified date for the submission of Bids being declared a holiday for the Corporation, the Bids will be received up to the appointed time on the next working day.
- 11.2 The Corporation may at its discretion, extend this deadline for submission of bids and its opening by suitable amendment / corrigendum.

12. LATE BIDS

- 12.1 Any bid received after the last date and time for submission of bids shall be rejected.

13. OPENING OF THE BID BY THE CORPORATION

- 13.1 The Technical Bid shall be opened on **08.07.2016 at 15.00 hrs.** before such bidders or their only one authorized representative who wish to be present.
- 13.2 The Financial Bid of only those bidder would be opened who qualify Technical Bid rounds on the same day or date & time as announced at the spot.

14. CORPORATION RESERVES THE RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

- 14.1 The Managing Director, Bihar State Text Book Publishing Corporation reserves the right to accept or reject any bid partially or fully without assigning any reason, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders.
- 14.2 The Bidder who has quoted the lowest rate among packages (Total Rate for per set) as specified in Section-III will be considered as the L1 bidder. BSTBPC Ltd. may choose to negotiate with L1 bidders if necessary and arrive at a final negotiated rate for packages as specified in Section-III for entering into a rate contract for printing of Textbooks including Classwise/ Districtwise/Studentwise Set Making.
- 14.3 The Managing Director, Bihar State Text Book Publishing Corporation reserves the right to distribute the work of printing of Text Books & Set Making amongst the different successful bidders at the approved L1 rate on the basis of their working capacity and/ or their past performances & on the basis of the total quantum of work available. However, not more than one package as per his preference will be allotted. The rate once accepted will hold good till the completion of the order. No increase or decrease will be considered on any account at any time

15. EXECUTION OF AGREEMENT:

- 15.1 The successful Bidder, on receipt of award shall execute an agreement within 7(seven) days in the prescribed form and deposit Performance Security, amounting to 5% of the Contract value, Full cost of Cover & text paper as security deposit (para 17.2) and Insurance Policy issued in favour of “**The Bihar State Text Book Publishing Corporation Ltd**”, Patna an amount equal to 110% of the value of the text books covered in all Premises/Godowns valid till 31.12.2016. The Security amount shall not be adjusted against any previous dues to the printer, if any, due from Corporation.
- 15.2 However, the bidder may be allowed a bank guarantee of **at least 40%** of the cost of paper security of the total print order and lift the paper as per requirement on rotation basis. But in no case paper will be issued more than the amount of **Bank Guarantee 40% furnished** by the bidder.
- 15.3 If the bidder fails to execute the agreement and fails to furnish Security amount as mentioned in Clause -15.1 and 15.2 above, not only the bid security shall be forfeited, but the printer shall also debarred from participating in any future tenders of BSTBPC Ltd. and shall be blacklisted and this decision of BSTBPC Ltd shall be communicated to other such Government Agencies as BSTBPC Ltd. may deem fit.
- 15.4 The agreement shall be executed by the successful bidder at Patna on non- judicial stamp paper of requisite value as provided by the Bihar Registration Act witnessed by 2 persons and the successful bidder shall bear all legal expenses of execution of the agreement.

16. PERFORMANCE SECURITY:

- 16.1 Within 7 (seven) days of the receipt of notification of award from the Corporation, the successful Bidder shall furnish the performance security in accordance with the conditions of Contract, in the Performance Security Form Section-VI provided in the bidding documents or in another form acceptable to the Corporation.
- 16.2 The performance security will amount to 5% of contract value.
- 16.2 Performance Security any lying with the Corporation is not adjustable towards the performance Security of the present tender.
- 16.4 The proceeds of the performance security shall be payable to the Corporation as compensation for any loss resulting from the Printer's failure to complete its obligations under the Contract.
- 16.5 The Performance Security shall be denominated in Indian Rupees and shall be in one of the following forms:
- (a) A Irrevocable Bank Guarantee issued by a nationalized/scheduled bank located in India in the form provided in the bid documents or another form acceptable to the Corporation valid till 31.12.2016.
- (b) A Crossed demand draft in favour of **Bihar State Text Book Publishing Corporation Ltd.**, payable at Patna issued by a nationalized/scheduled bank.
- 16.6 The Performance Security will be released only after the final payment of the bill or expiry of the validity period whichever is later.
- 16.7 The performance security will be discharged by the Corporation and returned to the Printer not later than 30 days following the date of completion of the Printer's performance obligations satisfactorily.

17. SUPPLY OF TEXT PAPER & PAPER SECURITY DEPOSIT:

- 17.1 Text paper (Reel) 70 GSM Maplitho Printing paper with Water Mark & Cover paper (Sheet) 130 GSM Board will be supplied to the printers as per their requirement. The printer shall lift the Cover & Text paper from the Corporation's Godown as per instruction given by the Corporation within Patna. Under the special circumstances the required Text paper will be supplied from the paper mill (HPC) to the printer godown only. The differential cost in freight beyond Patna shall be borne by the concerned printer.

Text - Web Printing

Books for A/4 size – 84 Cms.Reel

The calculation of the weight of **84 cms. reel** paper will be as follows :
70 GSM – 16.99 kg. per ream (Size 57.8 × 84 cms.)

Cover- Sheet Printing

Books for A/4 size – 59 X 87Cms. (4 Cover in one sheet)

130 GSM – 33.36 kg. per ream

- 17.2 The successful bidders shall deposit to the Corporation, full cost of Text and printed Cover to be supplied to him as security in the form of Bank Guarantee/Bank Draft/Pay order (on a nationalized/scheduled bank) @ **Rs. 60,000/- (Rupees sixty thousand)** per ton as cost of Cover & Text paper at the time of execution of the Agreement (Read with para 15.2 at page 16)
- 17.3 For the refund of security deposit against the cost of paper the printer shall claim the same at the time of bill presentation for payment from the Corporation as indicated in Clause-23.1 The proprietary right of the paper shall always vest with the Corporation.
- 17.4 It shall be responsibility of the printer to communicate to the Corporation, the manufacturing defect **or damage** (if any) detected in the paper supplied to him within 7 (seven) days from the date of supply of the text & cover paper, failing which no complaint shall be entertained in this regard.
- 17.5 If any excess paper beyond the permissible wastage or otherwise reaches the printer, that shall have to be returned by them in good condition to the Corporation immediately. In case of failure to do so the printer shall be saddled with penalty @ 65,000/= (Rupees Sixty Five Thousand Only) per ton. Further in case any excess paper is not returned by printer/or stored by him, he will not be entitled to claim any godown/storage charges or any other expenses incurred by him on that account.
- 17.6 Before lifting the paper from the Corporation the printer shall inspect and satisfy that the paper is of the requisite quality and quantity. If the printer fails to get the paper inspected and satisfy himself before taking delivery, it shall imply that paper delivered to him was in order, and to his full satisfaction. No complaint against the paper shall be entertained subsequently. All taxes, octroi duty and demurrage etc., incurred in respect of lifting of paper, shall be borne by the printer.
- 17.7 In order to execute the work efficiently and timely it shall be the responsibility of the printer to lift paper in such a way that he is in possession of the required quantity of paper well before he receives final print order. If the paper is not lifted promptly and in due time, the Text-book Corporation may at its discretion either cancel the contract or reduce the print order and give the work to any other printer and recover the additional liability incurred by the Corporation from the defaulting printer.

- 17.8 Paper will be issued to the printer as per print order.
- 17.9 Wastage will be allowed to the printer on the paper required for printing of the books at the following scale:
- a) Text Printing in four colour (Web) 4% (Four) per format/1000.
 - b) Cover Printing in 4+2 colour (sheet) 4% (Four) per 1000.
- g) If during process of printing there is extra spoilage / misprinting of paper over and above the permissible wastage, the extra paper so required may be issued on printers request @ Rs. 65,000/- (Rupees sixty five thousand) only per ton payable in cash / Bank draft but not by any adjustment against any dues to the printer.
- h) The printer shall use the same paper for printing of textbooks as supplied by the Corporation/Paper Mills. If it is found that any other paper has been used by the printer, such copies of the finished books shall be confiscated and such books shall not be returned to the Printer and the order for printing the books in question may be given to the other printer at the cost and risk of defaulting printer. The defaulting printer has to return at his cost the full quantity of paper supplied to him by the Corporation. In addition to this, other suitable penalty may also be imposed upon him by the Corporation.
- 17.10 During printing printers must print the Set of books in the proportion of paper supplied by the Corporation.

18. CORRUPT OR FRAUDULENT PRACTICES:

- 18.1 The Corporation requires the Clients as well as the Bidders to observe the highest standards of ethics during procurement and execution of their contracts. In pursuance of this policy, the Corporation defines, for purpose of this provision, the terms set forth below as follows:-
- (i) “**corrupt practice**” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
 - (ii) “**fraudulent practice**” means a misrepresentation of facts in order to influence the procurement process or the execution of a contract to the detriment of the Corporation, 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 Corporation of the benefits of free and open competition.

19. USE OF CONTRACT DOCUMENTS AND INFORMATION

- 19.1 The printer shall not, without the Corporation's prior written consent, disclose the Contract, or any provision thereof, or any specification, manuscript, illustration, artwork, sample or information furnished by or on behalf of the Corporation in connection therewith, to any person other than a person employed by the printer in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

20. INSPECTIONS AND TESTS

- 20.1 The printer shall allow the officers authorized by the corporation to visit and inspect the printing press where the books are being printed to assess the progress of printing, the stock of paper etc., and its account. He will also be required to satisfy the visiting officer in respect of the use of paper supplied by the Corporation. The printer will maintain the record of this printing progress according to time schedule given by the Corporation. This record would be checked by inspecting authority of Text-Book Corporation at the time of inspection of the press.

- 20.2 The inspections and tests may be conducted on the premises of the Printer, at point of delivery and/or at the Books final destination. If conducted on the premises of the Printer, all reasonable facilities and assistance, including access to drawings and production data - shall be furnished to the inspectors at no charge to the Corporation.
- 20.3 Should any inspected or tested Books do not conform to the specifications, the Corporation may reject the books and the Printer shall either replace the rejected books or make alterations necessary to meet specification requirements free of cost to the Corporation.
- 20.4 The Corporation's right to inspect, test and, where necessary, reject the Books after the Books' arrival at the Corporation's godown or the place instructed by the Corporation. shall in no way be limited or waived by reason of the Books having previously been inspected, tested and passed by the Corporation or its representative prior to the Books shipment.

21. MODE OF PRE-DELIVERY INSPECTION:

- 21.1 **Pre-delivery Inspection** : An intimation in writing is to be given by the printer to the Corporation regarding the readiness of Set of books indicating the quantity so that pre-delivery inspection of the books can be arranged. After inspection delivery order will be issued to the printers for the delivery of Textbooks.
- (a) All taxes, Octroi duty and demurrage etc. incurred in respect of delivery of books, for whatever reason shall be borne by the printer.
- 21.2 **Packing**: All four titles should be gathered Districtwise/Studentwise and put one set-slip on top of each set then strapped two side (width wise) by strapping machine. After the set is ready, bundle for 11 sets, will be strapped two side cross (width wise & length wise). The four Bundles (44 Sets) would be kept in Plastic Chat bag laminated inside (HDPP) and open side will be stitched by bag closer machine as per Section-III. The supply of books at godowns at Patna will be taken between 9.30 a.m. to 5.00 p.m.

Note: Name of District, Block, Class, Number of Sets, Printer Name & Quantity etc. will be done by screen printing (Green ink) on two side of the each Plastic Chat Bag laminated inside (High Density Poly Poplin).

22. INSURANCE

- 22.1 a) The Text paper/ Cover paper / finished books equal to value of 110% supplied under the Contract shall be fully insured by the printer.
- 22.2 It is obligatory on the part of the bidder to insure the stock of paper obtained from the Corporation at full value of paper. Policy should be issued in favour of "***The Bihar State Text Book Publishing Corporation Ltd***", Patna on the basis of goods held in trust and copy of the policy produced to the Corporation at the time of agreement.

23. PAYMENT:

23.1 Payment terms shall be as follows:-

- (i) *After completion of a District a running payment of 80% of bill amount shall be considered. 15% payment will be made after satisfactory completion of the total order.*
- (ii) *The Managing Director reserves the right to withhold remaining 5% of the book printing charges as a safeguard against printing and other defect and breach of contract which may be discovered later on.*
- (iii) *Printing Bill Check list duly filled in (SECTION-XII).*

23.2 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

24. ASSIGNMENT

24.1 The Printer shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Corporation's prior written consent. This shall not relieve the printer from any liability or obligation under the contract.

25. DELAYS IN THE PRINTER 'S PERFORMANCE

25.1 Any un excused delay by the printer in the performance of delivery/obligations shall render the printer for any or all of the following:-

- Forfeiture of its Performance Security;
- Imposition of liquidated damages; and
- Termination of the Contract for default.

25.2 If at any time during performance of the Contract, the Printer encounters conditions impeding timely delivery of the books and performance of contract , the Printer shall promptly notify the Corporation in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Printer's notice, the Corporation shall evaluate the situation and may, at its discretion, extend the Printer's time for performance with or without liquidated damages, in which case, the extension shall be ratified by the parties by amendment of the Contract.

26. LIQUIDATED DAMAGES

26.1 Subject to the Force Majeure Clause, if the Printer fails to deliver any or all the Sets within the time period(s) specified in the contract, the Corporation shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to @ 4% (four percent) of the price of the delayed Sets for each week or part thereof until actual delivery or performance, up to a maximum deduction of 16% (sixteen percent) of the delayed Sets or services contract price. Once the maximum is reached, the Corporation might consider termination of the contract.

26.2 In addition, the Corporation may levy penalties as per terms and conditions of the contract.

- 26.3 In case of termination or cancellation of the contract, the Printers' bid security and/or Performance Security will be forfeited.
- 26.4 The instances like power failure, water shortage or closure of Printing Press due to an order imposed by the factory Inspector, Pollution Control Authority or strike by workers shall not be "acceptable reasons" for the delay in delivery.

27. TAXES AND DUTIES

- 27.1 Printer shall be entirely responsible for all Taxes, Duties, License fees, Octroi, Road Permits, etc., incurred until delivery of the contracted books delivery to the Corporation's Godown at Patna.
Service Tax, if any, will be borne by the Corporation.

OTHER TERMS & CONDITIONS:

28. Printer shall regularly intimate progress of printing & supply in writing, to the Corporation at regular intervals.

29. Instructions regarding quality of printing ink used in text books:

- (i) The Ink should be of a good standard in quality having sufficient quantity of finely grind pigments.
- (ii) The ink should be adequately viscous to fully transfer and stick on paper but should not fully penetrate in the paper reflecting "See Through".
- (iii) The ink should have good drying quality particularly on smooth or glaze paper to avoid "Set off".
- (iv) The ink should not be so tacky to snatch/pick up the paper or coating on paper while printing.
- (v) The selection of the set of printing of ink should be made taking into account the shade of paper and the nature of illustration used in the books.

30. Instructions regarding imposition of Pages and printing Quality in text books:

- (i) The imposition of pages should be in accordance with the page area marks given on the positive.
- (ii) Perfect registration of colours should be maintained throughout while printing the job.
- (iii) There should be controlled release of ink as per requirement of job to avoid "See through" and uneven inking.
- (iv) There should be uniform/even inking throughout the book without patches of over/under inking and fluff traces/spots.
- (v) There should be no roller marks in shape of lighter/heavier colour strips on solid or screen grounds visible when printed.
- (vi) There should be no "Set off" and or any scum and or any spot neither within the image area nor on the non-image area of any page of the book or on cover of the book, whether printed on single side or on both the sides.
- (vii) There should be no variation in any shades throughout the book

31. Instructions regarding binding of text books:

- (i) The folding of the formes should be done in a manner that the folio numbers on even pages fall exactly on the page having odd number on the other side. No such forme shall be folded which is torn or has spots, scum and is not perfect in printing.
- (ii) While gathering the formes it should be ensured that only one forme from each pile of formes (arranged in sequence) is lifted/gathered to avoid double or extra forme of the same number

or any missing forme in sequence. The forme of the book be pressed properly to form a firm crease and get compact to facilitate the binding.

- (iii) It should also be ensured that the forme of the other books should not be mixed with the book in binding. supplying perfect book is the responsibility of the printer and any discrepancy found on checking or from other sources, the penalty @ cost of book/sale price which ever is maximum, will be imposed on the printer for negligence.
- (iv) The books to be centre stitched should have two wire staples of appropriate gauge suiting to the bulk of the book. the two staples in the centrally stitched books should be done exactly on the folds of the cover and folded formes, while in case of side stitching the books, the two staples should be put leaving equal space at the head and the tail of the book after trimming.
- (v) All the three sides of the books, to its full thickness should be trimmed smoothly at right angle in accordance to the sizes mentioned at clause-32 (i) (a).

32. Books shall be stitched up to 128 pages saddle stitch (center stitched).

- i) The trimmed size of the books should be exactly as per specification/print order. If the books printed are trimmed to sizes smaller than the prescribed size, the Corporation shall recover the cost of paper; Excess trimmed @ Rs. 60000/= per tone. The trimmed size for books are given below: -
 - (a) 20.5 cms x 27.9 cms (for Web machine having cutoff of 578 mm)

33. If the quality of the printing, binding, stitching, trimming etc. is found to be inferior or substandard the Corporation may impose at its discretion a penalty upto 15% of the value of allotted books. The penalty will be in addition to the penalties under other clauses.

34. Physical verification of the Printing Press/Premises may be done if need be by the Committee constituted by the Managing Director, of the Corporation.

35. The printer will have to deposit as Performance security the amount, which is 5% of contract value (without paper value) and 100% Security of text paper / cover paper cost. Text-Book Corporation is not concerned and liable in any manner for the funds managed by the printer for this purpose and for the execution of printing work allotted to him by the Corporation.

36. If it feels necessary, Corporation will take offset machine trail at any time and any stage to check the working condition of the offset machine and printing quality. For that Corporation will provide standard colour patch for four colour printing. It should be in the form of CD or Film.

37. In case some books are found unsalable on account of printing or binding mistakes or bad printing or defective binding etc. in all such cases entire face value of such books shall be adjusted against the amount payable to him.

38. The Corporation shall have the right to verify the capacity of any or all printing presses of the Printer(s) as and when required.

39. (i) The submission of this bid shall be deemed to be the acceptance of all the term and conditions contained herein and those laid down in the enclosed agreement form.
- (ii) The bidders shall not impose any condition regarding the volume of work, which he would like to undertake as long as it is within the assessed capacity of the press.
40. The printer will return original design/illustrations/art pulls/ negatives/ positives, butter print, CDs. etc., supplied by the corporation in good condition within 3 (Three) days from the date of despatch of the last lot of the books before final payment. In the event of any loss, damage or non-return of aforesaid, the Printer shall be liable to pay penalty at the rate of Rs. 100/- (Rupees One hundred only) per art pull/original design/illustration/other material and Rs. 2000/- (Rupees Two thousand only) per negative/positive. In the case of damage shall be liable to pay the cost of Film.
41. Similarly, the printer shall handover to the Corporation all positives/negatives/ butter print, CDs. etc., provided by the Corporation or prepared by the printer before final payment as mentioned in Clause-40. In case of non return of Film the payment will not be made.
42. Numbers of Book quantity (Section-III) may vary upto $\pm 15 \%$.
43. Bidders must be a printing Presses and must furnish an undertaking that it shall not outsource the product for printing or will not sublet to any other printing unit for printing of the ordered material nor will enter into any agreement or lease agreement with any other printers from the date of the submission of the bids till completion of delivery period for production of the specified product.
44. The bidders must certify that there will be no change in address or shift in address from the date of submission of bids till completion of the delivery.
45. If the progress of work at any stage is found slower than expected and if the Managing Director, Bihar State Text Book Publishing Corporation Ltd., Patna is convinced that the printer will not be able to complete the work in time, the Managing Director, Bihar State Text Book Publishing Corporation Ltd., Patna shall cancel the contract in full or in part and give it to other tenderer at the cost and risk of defaulting printer. In the event of such cancellation, the performance security deposit of the tenderer shall be forfeited and the printer will not be entitled to any compensation.
46. **SUBMISSION OF PROOFS:**
- 47.1 Before printing of the books/cover the printer shall submit to the Corporation the proof of the book/cover for final print order.
- 47.2 The printer shall have to incorporate all the authorized correction/deletions, if any before starting the printing.
48. **PENALTY FOR MISTAKES:**
- 48.1 In case of mistakes in the printing of books/cover, the printer shall be liable to pay penalty at the rate of 1% of contract value of the concerned book for every 5 (five) mistakes or part thereof. If the number of mistakes exceeds 20 (twenty) in a whole book, then the book shall be rejected and cost of paper shall be recovered from the security/bills.
- 48.2 The inferior quality of books in terms of bad printing, binding shall attach a penalty in terms of deduction of 2% to 10% of the awarded contract value.

49. SAMPLE OF BOOKS:

- 49.1 The printer has to obtain a delivery order from the Corporation just after completion of printing of books by submitting **10** samples of the each printed books duly signed. Thereafter on pre-delivery inspection the printer can start the delivery to the destination, as per the dispatch schedule given by the Corporation.
- 49.2 In case of non registration of colours in perfect form, the penalty of 3% of the total cost of printing will be levied.
- 49.3 On the top of each alternate text pages insertion of "l o l f ' k { k k & 2016-17 f u % k y d }" in Hindi shall be printed.
- 49.4 The Printer will print the code number allotted by the BSTBPC Ltd. on each format.

50. RESOLUTION OF DISPUTES

- 50.1 The Corporation and the Printer shall make every effort to resolve amicably by direct informal negotiation of any disagreement or dispute arising between them under or in connection with the Contract.
- 50.2. In case of Dispute or difference arising between the Corporation and Bidder relating to any matter arising out of or connected with this agreement, such dispute or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. In event of dispute the parties may agree upon a name of single arbitrator or in event of no consensus, the arbitration shall be done by three arbitrators, one to be nominated by the Corporation, one to be nominated by the bidder and the third arbitrator shall be nominated by the two arbitrators nominated as above.

The Court at Patna shall have jurisdiction in case of any legal dispute.

(E)

SECTION - III

SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS

(A/4 SIZE - 84 Cms. Reel Paper)

Package No.	Name of District	Number of Set
1	E. Champaran	117018
	Arwal	14656
2	Muzaffarpur	94659
	Sheikhpura	15137
3	W. Champaran	86311
	Sheohar	15894
4	Gaya	85988
	Kishanganj	19805
5	Samastipur	84872
	Jehanabad	21123
6	Madhubani	79615
	Munger	24776
7	Saran	74953
	Lakhisarai	24844
8	Patna (Rural)	72072
	Patna (Urban)	6987
	Kaimur	31940
9	Buxar	31530
	Darbhanga	71636
10	Banka	36635
	Sitamarhi	69087
11	Khagaria	39799
	Begusarai	59332
12	Jamui	40789
	Bhagalpur	59215
13	Saharsa	43986
	Vaishali	58352

14	Nawada	46870
	Purnea	56563
15	Supaul	47411
	Araria	56277
16	Madhepura	49252
	Siwan	55661
17	Gopalganj	49588
	Aurangabad	55409
18	Rohtas	52118
	Nalanda	53915
19	Katihar	53116
	Bhojpur	53836

Note: The Bidder shall furnish, as part of Technical Bid, a bid security of Rs. 50,000=00 (Rupees Fifty thousand) only. It will be in the form of Demand Draft in favour of Bihar State Text Book Publishing Corporation Ltd., payable at Patna.



TECHNICAL SPECIFICATION

Sl. No.	Name of the Book	Classes	Language	No. of Pages	Format (16 pages)	Text colour	Cover colour
1	2	3	4	5	6	7	8
1	Falak Hindi Karya Pustika Khand-II	II	Hindi	116	7.25	4	4+2
2	Falak Ganit Karya Pustika Khand-II	II	Hindi	108	6.75	4	4+2
3	Falak English Karya Pustika Khand-II	II	Eng	108	6.75	4	4+2
4	Falak Paryavarn Karya Pustika Khand-II	II	Hindi	104	6.5	4	4+2

Note:

1	Cover printing on four colour sheet offset machine 130 GSM paper with (District Name along with 2 digit District code and 6 digit book Progressive No. on front Cover).
2	All Titles mentioned above will be kept in one Set.
3	Set-slip for each set with numbering in duplicate, one perforation in 1/8 demy size printed both side by sheet offset on 80 GSM white Maplitho paper by Green ink.
4	After set making of text books each set should be strapped on two sides (width-wise) by strapping machine.
5	After the set is ready, bundle for Class-II (11 sets each), strapped by plastic strap two side cross (width-wise & length-wise) by machine will be done.
6	After Bundling, the sets would be put in Plastic Chat bag for Class II (44 sets) will be kept and open side will be stitched by bag closer machine.
7	Name of District, Block, Class, Number of Sets, Quantity & Printer Name etc. will be done by screen printing (Green ink) on two side of the each Plastic Chat Bag laminated inside (HDPP 3 gram per inch). जिला: प्रखंड: वर्ग-II खण्ड-2, (हिन्दी) सेट की संख्या : 11X4=44 मुद्रक का नाम:

Note: The printer will provide 80 gsm White Maplitho Paper for printing of Set Slip.

<p>विद्यालय का नाम : गोपालगंज प्रश्न संख्या : 000000</p> <p style="text-align: center;">विद्यार्थी शिक्षा परिचय योजना परियोजना परिषद</p> <div style="text-align: center;">  <p>कक्षा - 2 सत्र 2016-17 (द्वितीय सत्र)</p> </div> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p>पाठ्य-पुस्तकों की सूची</p> <ul style="list-style-type: none"> • पञ्जाब हिन्दी कार्य पुस्तिका सत्र-2 • पञ्जाब गणित कार्य पुस्तिका सत्र-2 • पञ्जाब संश्लेषी कार्य पुस्तिका सत्र-2 • पञ्जाब पर्यावरण कार्य पुस्तिका सत्र-2 </div> <p style="text-align: center;">विद्यार्थी सत्य पाठ्य-पुस्तक प्रकाशन निगम लि. द्वारा प्रकाशित</p> <div style="text-align: center;">  <p>सर्व शिक्षा अभियान एक पढ़ें सब बढ़ें</p> </div>	<p style="text-align: center;">उत्सवोगिता प्रमाण पत्र (उपरोक्त विद्यालय संबंधित छात्रों)</p> <p>विद्यालय का नाम : गोपालगंज प्रश्न संख्या : 000000</p> <p>1. अवधि/वर्ष का नाम :</p> <p>2. विद्यालय का नाम :</p> <p style="text-align: center;">कक्षा - 2 के लिए वर्गित पुस्तकों प्राप्त किया ।</p> <p>प्रदर्शकता का रूप : यथा/विद्यार्थी/विद्यार्थिका का रूप : तिथि/दिनांक का रूप :</p>
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<p>पाठ्य-पुस्तकों सुख पढ़ना चाहिए है.....</p> <p>यहाँ दोस्तों,</p> <p>मैं आपका दोस्त हूँ । ऐसा दोस्त जो आपको बहुत सी नई-नई खोजकारियाँ देगा । वेदों और बुद्धि का धार में बताएगा। फिर और और समाज में सिद्ध-सुख कर खना चीखाएगा। चौथ और ठाँव के किस्से सुनाएगा । एक खेव एक, दो होता है और एक और एक भिन्नकर खाक होठे है कैसे? इसका सत्य बताएगा । एक सत्य नागरिक बनने के सारे गुण चीखाएगा । यहाँ.....</p> <p>मुझसे दोस्ती करने के लिए आपको एक कदम बढ़ना होगा ।</p> <ul style="list-style-type: none"> ➤ सबसे पहले मुझे संयात कर रखना होगा । बिल्ड बना कर मेरा तन ठकना होगा। फिर पाठ्यपत्रों को, चाकि मेरे आनखण से हरेगा आप ह-न-क हों । ➤ मुझको बोल-बोल कर पढ़ना होगा । बुना और समझना होगा । बुद्धी के पढ़ने से पहले खुद मुझको पढ़कर समझने की कोशिश करनी होगी । जब समझ में न आवे मेरी बात तो आप कचे गुरुजी से परियाद । ➤ येनियत का करे इतना, मेरे अंदर की हर बात, जो आपको लगे अच्छी, उसे रेखांकित कर बार-बार पढ़ें आप । ➤ पढ़ने के साथ लिखना भी होगा । मेरे अंदर लिखी बात को समझ कर अपने शब्दों में खेपी पर लिखें खण । ➤ जब हो जावे सत्र समाप्त हो विद्यालय के पुस्तकालय में मुझे रख आका सुपरिचय आप चाकि दूखरे की पढ़कर मुझसे से खेको नाथ । <p style="text-align: right;">संकाणन : डॉ. सत्य सुगत सत्यका</p>	<p>पाठ्य-पुस्तकों की सूची कक्षा-2 सत्र 2016-17 (द्वितीय सत्र)</p> <ul style="list-style-type: none"> • पञ्जाब हिन्दी कार्य पुस्तिका सत्र-2 • पञ्जाब गणित कार्य पुस्तिका सत्र-2 • पञ्जाब संश्लेषी कार्य पुस्तिका सत्र-2 • पञ्जाब पर्यावरण कार्य पुस्तिका सत्र-2 <p style="text-align: center;">.....</p> <p style="text-align: center;">युक्त एवं संतोषक:</p>
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(F)

SECTION - IV

PROFORMA FOR PRICE BID (PART OF FINANCIAL BID)

PRINTING AND BINDING OF TEXT BOOK FOR CLASS-II (PART-2) SSA - 2016-17, BIHAR

(Under reference to Clause No.7, SECTION - II)

Sl. No.	Package No. as per preference	Name of District	Number of Set	Quote rate per Set in Rs. (upto two dismile paise)			
				Rate for printing of Finished Books per set in Rs. P.	Rate for Set Making of books per set in Rs. P	Total rate for per Set (5+6=7)	
						In Figure	In Words
1	2	3	4	5	6	7	8
1							
2							
3							
4							

Note: A bidder can quote rate for a maximum of four packages only of Package No. 1 to Package No. 19 Since the books sets are similar for all packages so the rates will be same for all packages. **L-1 will be decided on the basis of total rate for per set (printing rate per set + set making rate per set) as above mentioned in Column (7) and (8).**

Place:
Date:

Signature of the Bidder
Name of the Firm with Seal

(G)
SECTION - V

BID FORM

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

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

Dated.....

Subject: **Printing and Binding of Text Books for SSA-2016-17, Bihar.**

Dear Sir,
I/We.....

.....am/are submitting herewith my/our bid for printing and supply of Text books. My/Our rates are quoted in the price Bid (**Section-IV**) 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 may /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. Demand Draft No..... dated..... for Rs.....(Rupees.....) of Bank Name..... in favour of the Bihar State Text Book Publishing Corporation Ltd, Patna is attached herewith..
4. I/We hereby solemnly declare that the information given be me 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/
Managing Director with Rubber Seal of
the Firm)

(H)

SECTION - VI

AFFIDAVIT

I/We.....S/o.....
aged.....Proprietor/ Partners/ Managing Director of M/s.....
.....and having my registered/corporate office at
..... do
hereby solemnly affirm and declare as under:

1. That all the machinery and equipment as listed below have been purchased by me/us, and are possessed by me/us in the name of M/s.....
.....

PLATE MAKING / CTP

Sr. No.	Unit	Name of Machines	Size	Make	Model (year of manufacture)
1.	Unit-I				
2.	Unit-II				
3.	Unit-III				

That the aforesaid binding machines are installed at (address)
.....

WEB OFFSET PRINTING MACHINES

Sr. No.	Unit	Name of Machines	Size	Colour	Make	Model (year of manufacture)
1.	Unit-I					
2.	Unit-II					
3.	Unit-III					

That the aforesaid printing machines are installed at (addresses)

Unit-I
Unit-II
Unit-III

Contd.....

BINDING MACHINES

- 1. No. of Cutting Machines Size(s)
- 2. No. of Stitching Machines Single Staple Double
- 3. Perfect Binding Machines Single Clamps..... Six Clamps.....
- 4. Strip packing machines

Unit-I

Unit-II

Unit-III

Power Generator installed at (address)
.....

- 2. That the contents of the accompanying Technical Bid (Form-I) and documents as submitted by me may be treated as part and parcel of this affidavit and it is stated that the said contents are true to the best of my knowledge, information and belief.

DEPONENT

VERIFICATION

Verified on this.....day of.....2016 at that
 I/We.....S/o.....
 . Prop./Partners/Managing Director of
 M/s..... (address)
that all the information stated above is
 true and correct to the best of my knowledge and belief and nothing material has been concealed
 therefrom..

Deponent

(I)

SECTION - VII

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,.....2016 for Printing and Binding
of.....(Description
of Text 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.....2016

Signature and Seal of Guarantors.....

.....
.....

Date.....2016

Address:
.....
.....

(J)

SECTION - VIII

PAPER / PRINTED COVER SECURITY FORM (B.G.)

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 to printing and
binding of the Text books under SSA 2016-17, Bihar hereinafter called "the
Contract".

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

AND WHEREAS we have agreed to give the Printer a irrevocable Bank
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.....2016

Signature and Seal of Guarantors

.....
.....
.....

Date.....2016

Address:.....
.....

(K)

SECTION - IX

CONTRACT / AGREEMENT FORM

THIS AGREEMENT made theday of....., 2016 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 books and services viz., (Brief Description of books and Services) and has accepted a bid by the Printer for the supply of those books and services 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 Books ;
 - (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 books and services which shall be supplied / provided by the Printer are as under:

SL. NO.	BRIEF DESCRIPTION OF SERVICES	QUANTITY TO BE SUPPLIED	NAME OF DISTRICT	PER SET 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)

(L)

SECTION - X

DECLARATION BY BIDDER

In response to the bid document for Printing & Binding of Text books Class-II (Part-2) under SSA- 2016-17, Bihar for Class-I to VIII. I/We do hereby declare that I/We is/are partner of the firm / director / proprietor 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/debarred by any Government department/Agencies/undertakings for the last consecutive 3 (three) years and that presently no kind of litigation is pending against me.

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 of2016 at.....

Witness:

- | | | |
|----|-------------------------------|-------------------------------|
| 1. | Signature
Name and address | Signature &
Seal of Bidder |
| 2. | Signature
Name & Address. | |

(M)

SECTION - XI

PROFORMA FOR EQUIPMENT AND QUALITY CONTROL
EMPLOYED BY THE PRINTER

DATE OF OPENING :

NAME OF THE BIDDER :

.....

(Note : For Four colour Web offset printing cut-off size of machine strictly 578 mm, those who are not having 578 mm cut-off Four Colour Web Offset machine need not to participate in the Bid and associated or leagued firm will not be entertained for this bid, they need not to participate in Bid).

1. Details of staff:
2. Details of technical supervisory staff in charge of production & quality control.
3. Skilled labour employed.
4. Unskilled labour employed.

.....
Signature and seal of the Printer

(N)

SECTION-XII
Printing Bill Check List

Payment request for Full Payment/Part payment on the basis of 80%/Balance 20%

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

To,
The Managing Director
BSTBPC Ltd.
Budh Marg, Patna-800 001

Subject :

.....
Ref.: Order No. **dated**
Print Order **copies (by Web Offset)**

Sir,
Enclosed please find the Bill No. dated for Rs.
..... pertaining to the subject title with the request to kindly arrange
payment to our bill as, we have completed the order.

The details of supply of books to your Godown are as under :

Sl. No.	Challan No.	Date	Godown	Godown	No. of Copies Supplied
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total Supply					
Short Supply					
The cost of short supply may be deducted from our bill					

The copies of the Challans for the supply of books duly signed and stamped by Godown in confirmation of receipt of books are enclosed with the bill.

PAPER ACCOUNT

Quality Text Paper : Size GSM				Printed Cover : Size			
Receipt of Paper				Receipt of Printed Cover			
Sl. No.	Challan No.	Date	Qty.	Sl. No.	Challan No.	Date	Qty.
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
Total Receipt				Total Receipt			
Total Consumption				Total Consumption			
Balance Returned if any vide				Balance Returned if any vide			
Challan No.		Dated		Challan No.		Dated	
Balance Paper, if any				Balance Printed Cover, if any			
The cost of balance paper if any may be deducted from our bill							

The photocopies of the Challan vide which the text paper/ printed cover has been received are enclosed.

The positives, illustration, print outs, press copy, checked Ferro proofs, CD whatever given to us in respect of this job has/have been returned by us vide Challan No. and date given below:

Sl.No.	Item	Challan No.	Date
1.	Positives (Text and Cover)		
2.	Illustrations		
3.	Print Outs and CD		

Thanking you,

Yours faithfully,

()
for

For Official Use only

The bill of the printer, details of which are given above at page-1 along with the enclosures is forwarded to Paper Stores/Book Godown for release of necessary certificates on the back of the bill.

Store Incharge

W.M/P.M.

SECTION - XIII

Check-List Part-A of 'Technical Bid'.

Bid for Printing and Binding of Text book of Class-II (Part-2) for SSA-2016-17, Bihar

Bid opening on 08.07.2016

This is to Certify that Bid with supporting papers contain pages from To

Name of the Bidder:

	LIST	From Page No.	To Page No.
(a)	The Bidder must be an Web Offset Printer. The press should have been in operation for a minimum period of 3 years as on prior to bid submission date		
(b)	Printing machine manufactured before the cut of year of 1995 may be included in the list of printing machines subject to Clause No. 36 of (D) Section-II Page-22		
(c)	The bidder should submit audited Profit & Loss Account and Balance Sheet for three financial years i.e. 2012-13, 2013-14 & 2014-15 duly certified by his Statutory Auditor/CA who should mention his name, address and membership number and shall be based on the returns filed with the Income Tax authority.		
(d)	The average annual turnover of printing work achieved by the bidder as per their financial results for financial years i.e. 2012-13, 2013-14 & 2014-15 should be not less than Rs. 30.00 (Thirty) lakhs lacs per annum.		
(e)	The Bidder should submit details. with reference to [(Column-11(a) to 11(c)- of Part of Technical Bid (Form-I)] having following minimum configurations facilities – <ul style="list-style-type: none"> • Complete plate making equipment with pasting table, Printing Down Frame or CTP (Computer to Plate) systems. • One working Four Colour Web Offset printing machine of 578 mm Cut off size with quarter folder. • Four Colour Sheet Offset printing machine. • One Power operated cutting machines or programmatic cutting machine not less than 32”size or one 3 knife trimmer. • Two numbers of wire stitching machine. 		
(f)	The Bidder should have ownership documents in support of all equipment's, printing and binding machines. The plant shall be well planned and is required to be in easily accessible location. It is expected to be laid out in an area of about 1,500 Sq. feet to have easy and safe movement of the materials.		
(g)	Storage capacity for paper finished books and Set Making (with reference to Column-12 – Part of Technical Bid (Form-I) should be minimum 3,000 Sq.ft. and layout/map be attached). Copy of the title deed or lease agreement in support of ownership / hire / lease of infrastructure facilities like building / godown.		
(h)	Copy of Factory/Labour Licence Registration to run the press of all the premises where the machineries etc. are installed.		
(i)	Press and Declaration Certificate issued by concerned competent authority.		
(j)	A duly attested Affidavit & Declaration by the Bidder in the form specified for this purpose i.e. Section-VI & Section-X, by a Notary to be submitted along with the bid.		
(k)	Copy of Sales Tax/VAT Registration Certificate. In case of bidders of other State who having CST Registration and are not registered with Bihar Commercial Tax Deptt. they will have to open an office in Bihar and get registered before entering into the agreement, if the work is allotted to them.		
(l)	Latest VAT returns filed acknowledgement for the month of March 2016.		
(m)	Copy of Income Tax return filed for three assessment years i.e. 2013-14, 2014-15 & 2015-16 & Copy of PAN Card.		
(n)	Copy of Electrical load sanctioned in the name of firm/proprietor/Authorised Partne/Director justifying the load for the machines installed in premises along with a copy of current Electricity Bill. Details of the Generator, if installed must be enclosed.		
(o)	Certificate of incorporation and copy of Memorandum & Article of Association or partnership deed if not a Proprietary Firm, must be attached.		
(p)	The Bid shall be accompanied with the Bid Security (EMD) amount of Rs. 50,000=00 only.		
(q)	Details of any other existing printing work load/commitment, at present.		
(r)	Copy of Registration No. of Employee Provident Fund is mandatory wherever applicable. In case a printer is not covered under EPF then proof of such evidence is to be submitted in the form of a written undertaking. However all statutory obligations/liabilities like Salary, ESI, and PF as per labour laws for manpower employed will be the sole responsibility of the bidder.		
(s)	Bid by Joint venture/Consortium of firms/printers/company/will not be allowed.		
(t)	The bidder should submit his financial positions with a supporting letter from their Banks confirming the availability of fund to meet the working capital requirement including Bank Guarantee limit amount for paper security which may be required for execution of the Agreement/Contract.		
(u)	Demand Draft of cost of bid document of Rs. 5,250/-.		

Signature & Seal of the bidder.