

**BID DOCUMENT  
FOR PRINTING AND BINDING OF  
TEXT BOOKS  
FOR S.S.A., BIHAR  
(EDUCATIONAL SESSION-2015-16)  
(SUPPLEMENTARY TENDER)  
FOR CLASS-I (PART-II)**

**BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.**

Pathya Pustak Bhawan,

Budh Marg,

Patna-800001

**Cost of Tender document: Rs.3,150/- (inclusive of VAT)**

Commencement of availability of Bid Document on Website. :	20.07.2015
Pre-Bid Meeting	27.07.2015 at 15.30 Hrs.
Date and Time for receipt of Bids :	29.07.2015 to 05.08.2015 till 13.30 Hrs.
Time and Date of Opening of Bids:	05.08.2015 at 15.00 Hrs.

## **IMPORTANT INFORMATION**

- Name of the Corporation : **Bihar State Text Book Publishing Corporation Ltd.**
- Address : **The Managing Director,**  
(For submission of Bids, Bihar State Text Book Publishing Corporation Ltd.,  
Communication, etc.) 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 for free  
distribution (SSA, 2015-16) (Supplementary) Bihar
- Price of Bid Document : The Bid document may be downloaded from the  
**Website: [bstbpc.gov.in](http://bstbpc.gov.in)** from 20.07.2015 and it  
may be submitted alongwith the original money  
receipt to be issued by BSTBPC on  
submission of **Rs. 3,150/- (Three thousand One  
hundred fifty only) (inclusive of VAT)** in Cash or  
Demand draft of a nationalized/  
scheduled Bank in favour of “Bihar State Text  
Book Publishing Corporation Ltd.,” payable at  
Patna.
- 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 : Ninety days from the date of opening of Bid.
- Bid Security Deposit : As per the amount specified in and placed  
at **Section-III** .

# 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](mailto:textbookmd@gmail.com)

Tender No BSTBPC/SSA-2015-16/ 08

Dated 17.07.2015

## **:- SHORT TENDER NOTICE :-**

1. Sealed Tenders are invited from the experienced and reputed Offset printers for rates of Printing and Binding of Books (excluding cost of paper) in two packets system - Technical and Financial as detailed in the bid document, of all subjects for the **Class-I Part-II under Sarva-Shiksha Abhiyan-2015-16, Bihar (Supplementary)**.
2. The Bid document may be downloaded from the **Website: [bstbpc.gov.in](http://bstbpc.gov.in)** from **20.07.2015** and it may be submitted alongwith the original money receipt to be issued by BSTBPC on submission of **Rs. 3,150/- (Three thousand One Hundred Fifty) only (inclusive of VAT)** in Cash or Demand draft of a nationalized/scheduled Bank in favour of "Bihar State Text Book Publishing Corporation Ltd.," payable at Patna.
3. **Pre-Bid Meeting** will be held on **27.07.2015 at 15.30 hrs.** Prospective bidders seeking/submitted any clarifications/queries any suggestions may submit the same in writing on above mentioned address before **25.07.2015 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 **29.07.2015 to 05.08.2015. till 13.30 hrs.**
5. The Bid will be opened on **05.08.2015 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.

Sd/-

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

## **CONTENT OF BIDDING DOCUMENTS :**

<b>A</b>	<b>PART OF TECHNICAL BID (FORM-I)</b>	-----
<b>B</b>	<b>PART OF TECHNICAL BID- DETAILS OF EMD (FORM-II) –</b>	-----
<b>C</b>	<b>INVITATION FOR BIDS –</b>	<b>SECTION - I.</b>
<b>D</b>	<b>TERMS &amp; CONDITIONS –</b>	<b>SECTION - II.</b>
<b>E</b>	<b>SCHEDULE OF REQUIREMENTS / TECHNICAL SPECIFICATION / BID SECURITY -</b>	<b>SECTION - III .</b>
<b>F</b>	<b>PROFORMA FOR PRICE BID –</b>	<b>SECTION - IV</b>
<b>G</b>	<b>BID FORM –</b>	<b>SECTION - V.</b>
<b>H</b>	<b>PERFORMANCE SECURITY FORM (B.G.) –</b>	<b>SECTION - VI.</b>
<b>I</b>	<b>PAPER SECURITY FORM (B.G.) –</b>	<b>SECTION - VII.</b>
<b>J</b>	<b>CONTRACT / AGREEMENT FORM –</b>	<b>SECTION - VIII.</b>
<b>K</b>	<b>DECLARATION BY THE BIDDER –</b>	<b>SECTION - IX.</b>
<b>L</b>	<b>PROFORMA FOR EQUIPMENT AND QUALITY CONTROL –</b>	<b>SECTION - X</b>
<b>M</b>	<b>DISTRICTWISE REQUISITION FOR TEXTBOOK IN THE YEAR 2015-16</b>	<b>SECTION - XI</b>
<b>N</b>	<b>CHECK LIST –</b>	<b>SECTION - XII</b>

(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](mailto:textbookmd@gmail.com)

**PART OF TECHNICAL BID (FORM-I) SSA - 2015-16 (SUPPLEMENTARY  
FOR CLASS – I PART – II)**  
***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 :  
 .....
- (B) No. of items for which bidder has deposited his Earnest Money Deposit (E.M.D ) (with  
 reference to details as Part of Technical Bid.....  
 .....

**Clarificatory Note:** Tenderer must quote rate for only those title/s of book/s in the light of their web offset machine's book producing capacity in the stipulated period and required bank guarantee available for paper security (as detailed in Coloumn 12 and 14 of (E) Section-III).

8. Book Production Capacity (Total . :  
 quantity, the bidder intends  
 to complete **within 30 days**)  
 to be effective from date of  
 notification of award.  
 (Please state the specific and  
 real commitment in terms of  
 number of finished books.

**(A) A/4 Size of Books**

No. of Colours	No. of Books	
	Centre Stitching upto 128 pages	More than 128 pages side stitching
4 Colour		

9. Period of Supply : As per the schedule to be given in the work order.
10. Period of validity of offer : One month
11. Any Statutory permission/provision:  
 required for running printing  
 and binding unit if any  
 (Furnish details) .....
12. 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: .....

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

**(a) Sheet-fed Offset: (For Cover Printing)**

Size	Make	Year of Manufacturer	No. of Colours	Nos. of Machine

(Attach separate list, if necessary)

**(b) Web Offset with 578 mm.**

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.

**(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
Folding 16 pp /32 pp						
Centre /Side Stitching						
Cutting Machines						
Gathering Machines						
Other machines						

- (d) **Details of Plate Making facility owned by the tenderer:** (i) .....  
(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.**
- (f) **Horse power required to run the above mentioned total machines enumerated vide 13(a) to 13(e) :** .....
- (g) **Number of persons employed directly or indirectly in the printing press. (with reference to Section-X):** .....

14. **Printing capacity per day.**

No. of Cols.	No. of Impressions
	578 mm Web
Four Cols.	

15. **Normally how much printing capacity per day will be given to the BSTBPC out of the total capacity per day. .**

No. of Cols.	No. of Impressions
	578 mm Web
Four Cols.	

16. **The binding capacity per day in terms of books:-**

Details of Binding capacity	No. of Books
Centre Stitching upto 128 pages	

17. Please indicate commitment as to how much binding capacity would be made available by your bindery to the works on the present tender.
- (i) .....No. of copies of Centre stitching books per day.  
(ii) ..... No. of copies of Side stitching books per day.  
(iii) ..... No. of copies of Perfect binding books per day.



18. **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		

19. No. of Reams / Reels of paper : .....  
which could be stocked at one time

20. (a) Complete insurance particulars : .....  
for insurance of the premises &  
stock against theft, fire, burglary  
etc.  
(b) State whether Corporation's : .....  
materials and goods viz, paper,  
printed material etc. would be  
covered by insurance ?

21. Name & Address of your bankers : .....  
( Corporation be advised of change,  
if any, made subsequently).

22. 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 2012-13, : .....  
2013-14 & 2014-15 : .....

(d) Performance Certificate to  
this effect be furnished : .....  
(other than BSTBPCL, Patna )

23. Is the firm/printing press doing multi colour book printing work for any reputed publishing house anywhere in India ?
- (a) Name of the Publishing House .....  
address/phone No. ....
- (b) Since when .....
- (c) Number of copies printed .....  
for academic year 2012-13, .....  
2013-14 & 2014-15 .....
- (d) Certificate relating to this effect be furnished  
(i) Work orders .....  
(ii) Performance Certificate .....  
(iii) Payment proof etc for the year .....  
2012-13, 2013-14 and 2014-15 .

**:-DECLARATION -:**

I .....D/o, S/o, W/o Shri .....  
..... Proprietor / Partner / Director  
.....

(Name of firm) hereby declare that the information given from 1 to 23 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 - 2015-16 (Supplementary For Class-I Part-II )**  
**PART OF TECHNICAL BID FORM – II**

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

Class & Book Sl. No.	Name of the Bank	Amount	Details of E.M.D.	
			Class & Book Title Sl. No.	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 out rightly rejected.
- 1.3 Sealed Bid for printing and binding of Text Books for free distribution under SSA, Bihar- 2015-16 (Supplementary For Class-I Part-II), 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 Offset Printer. The press should have been in operation for a minimum period of 3 years as on prior to bid submission date.
- (b) The bidder should submit audited Profit & Loss Account and Balance Sheet for three financial years i.e. 2011-12, 2012-13 & 2013-14 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.
- (c) The annual turnover of printing work achieved by the bidder as per their financial results for financial years i.e 2011-12, 2012-13 & 2013-14 should be not less than Rs. 75.00 (Seventy five) lakhs who are owning two or more Web offset machines and in case of single Web offset machine not less than Rs. 40.00 (forty) lacs **in total** .
- (d) The Bidder should submit details. with reference to [ (Column-13(a) to 13(h)– of Part of Technical Bid (Form-I) ] having following facilities -
  - (i) Plate Making Facilities
  - (ii) Multicolour Web and Sheet Offset Printing Machines – The bidders must have properly working modern Web Offset printing machine. Old printing machines not working properly will not be acceptable. Please refer to para 36 of (D) Section-II.
  - (iii) Binding facilities in the press premises itself
  - (iv) Storage capacity for paper and finished books.(with reference to Column-18 & 19 – Part of Technical Bid (Form-I) should be minimum 3,000 Sq.ft. and layout/map be attached). If space is rented – agreement copy of each separate unit should be submitted along with tender.

- (v) In case bidder does not possess Text Book Cover printing capacity/facility on its own, in such case the said bidder will have to submit a commitment letter from registered printer of BSTBPC who has a multi colour sheet offset printing machine and from whom the bidder will be getting the cover printed on its letterhead. However the bidder will not be relieved of the liability of providing quality cover in time.

**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.'
  - 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.
- (e) A duly attested Declaration by the Bidder in the form specified for this purpose i.e. Section-IX, by a Notary, to be submitted along with the bid.
- (f) Press Declaration Certificate from the competent authority.
- (g) Copy of Sales Tax / VAT Registration Certificate. Bidder/s belonging to states other than the state of Bihar and who are not registered with Bihar Sales Tax Department shall have to open an office in Bihar itself and get registered with Bihar Sales Tax Office within 7 days of allotment of work.
- (h) Copy of Income Tax return filed for three assessment years i.e. 2012-13, 2013-14 and 2014-15.
- (i) Copy of PAN Card.
- (j) Copy of Electrical load sanctioned in the name of firm/proprietor 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.
- (k) Certificate of incorporation and copy of Memorandum & Article of Association or partnership deed if not a Proprietary Firm, must be attached.
- (l) The Bid shall be accompanied with the Bid Security (EMD) as per the amount specified & placed at **Section-III**.
- (m) Details of any other existing printing work load/commitment, at present.
- (n) Registration No. of Employee Provident Fund is mandatory wherever applicable. In case a printer is not covered under EPF, then a declaration to this effect is to be submitted in the form of a written undertaking.
- (o) Bid by Consortium of printers/company will not be allowed. However the meaning of consortium will not apply to those printers covered under **Part-A Technical Bid Clause-(d) (v)**.

- (p) 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.
- (q) The tender should be submitted along with the original money receipt of Rs. 3,150/- to be issued by BSTBPC towards cost of bid document.
- (r) 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 (r) above -

**Clarificatory Note:**

The tender document are to be downloaded from the Website for further fillings and to be submitted along with all required documents to the BSTBPC. However, the tender must accompany the original money receipt towards cost of Bid Document of Rs. 3,150/- to be deposited by the bidder in cash or the demand draft of Rs. 3,150/- in favour of "Bihar State Text Book Publishing Corporation Ltd., payable at Patna". It is to clarify that submission of original money receipt is a must and shall form part of technical bid. It means BSTBPC shall issue money receipt of Rs. 3,150/- to be deposited in cash or in the form of the said draft by the bidder and the money receipt should be deposited along with the tender within the stipulated time limit before 13.30 Hrs. on 30.06.2015 The money receipt shall form part of the technical bid documents.

**PART - B - 'FINANCIAL BID' :**

- i) The bidder shall quote separate rate for one or more Book-wise and per format of 16 (sixteen) pages (excluding cost of paper) for different sizes of books printing on Web Offset Machine including cover printing in the prescribed Proforma enclosed at **Section-IV .**
- 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 **25.07.2015 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 **27.07.2015 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.

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\*\*\*\*\*

## (D)

### SECTION -II

#### TERMS & CONDITIONS

#### 4. BID SECURITY

- 4.1 The Bidder shall furnish, as part of Technical Bid, a bid security as per attached **Section-III** . 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:

- (a) If a Bidder (i) withdraws his bid during the period of bid validity or .
  - (b) in case of a successful Bidder, if the Bidder fails:
    - (i) to execute the Agreement within 7 (seven) days of receipt of notification of award.
    - (ii) to furnish performance security .
    - (iii) to furnish **30%** of the cost of Text / cover paper as security deposit.
    - (iv) the successful bidder, who is not registered with the Corporation fails to get himself registered with the Corporation, within 7 days from the date of acceptance.

#### 6. BID PRICE:

- 6.1 The bidder shall quote separate rate for one or more Book-wise and per format of 16(sixteen) pages (excluding cost of paper) for different sizes of books including cover on Web Offset in the prescribed Proforma enclosed at **Section-IV**.
- 6.2 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.
- 6.3 Bids which are not in the prescribed form/incomplete/or vary with any of the conditions listed in the Bidding documents will be rejected out rightly.
- 6.4 Conditional bids will not be considered.
- 6.5 If the bidder whose quoted rate is L-1 and he is awarded the printing work on that rate and in case he refuses to do the printing work or does not complete the work, the Corporation has right to put the bidder in **BLACK LIST** and his security deposit and Bid Security will be forfeited.

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

- 7.1 a) Good quality positive making from the compact disc (CD) provided by the 'Corporation' for the titles of books/cover are to be printed.

**Note:** The cost of positive shall be recovered from the printer at the rate approved by the Corporation, if it is provided by the Corporation.

- b) Processing, CTP/PS Plate Making , Correction making,
- c) Composing/ Designing (if required),
- d) Text Printing
- e) Cover printing (4 colour front & two colour inner side of Cover),
- f) Binding (Folding, gathering, stitching, pasting of covers, Trimming the edges, stack the books as specified in (Clause No. 21.2) duly tied with machine strapping and all other operations necessary for production of the book in finished form.
- g) For computing printing charges, a format of less than 16 pages as the case may be will not be treated as a full format and its charges will be allowed on proportionate basis i.e. actual number of pages printed vis-a-vis 16 pages.
- h) Text books will be delivered at the godown at Patna.

**Clarificatory note:-**

- (A) The Corporations shall recover the cost of positive from the printers, in case the positive is provided by the Corporation.
- (B) While quoting the rate per format of 16 pages for each books in Section-IV please refer to sequences of printing i.e. (a) to (h) of Clause-7 as above of Section-II page No. 16 which duly delineates all the sequences of pre printing activities, printing activities and post printing activities - all including positive making, processing, composing, text printing, cover printing, binding, delivery at godown etc.
- (C) The printing must be of standard quality. The ink to be used for printing also must be of standard quality. The face of the printed type must be sharp. Half-tone reproduction should contain all details. There should be no scum or tint on the printed page.
- (D) The printer must have 3,000 (three thousand) sq. feet area storage besides the area of each firm/press separately. The number of workers working in each firm/press must be furnished in a separate sheet. The inspection and test may be conducted on the premises by the officials of the Corporation. If the information given by the printer is found incorrect, the printer will be liable to be punished.



**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 shall be signed by the Bidder or a person or persons duly authorized 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 of Text Books for the year, SSA, Bihar-2015-16 (Supplementary)”**, and a statement **“Do not open before 15.00 hrs. on 05.08.2015”**.
- 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 **13.30 hrs. on 05.08.2015** 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 **.05.08.2015 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'S 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 Managing Director, Bihar State Text Book Publishing Corporation reserves the right to distribute the work of printing of Text Books to successful bidders who are willing to do printing work at the lowest quoted and accepted rate as per his offered quantity within specified time limit subject to his capacity and past performance as per assessment by the Corporation. However, not more than a single title as per his capacity will be allotted at a time on one machine in working condition.

**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 and full cost of text & cover paper as security deposit. 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 **30%** of the cost of paper security of the total print order and lift the paper as per requirement on rotation basis Section-XI. But in no case paper will be issued more than the amount of Bank Guarantee **30%** furnished by the bidder.

15.3 The successful bidder, who is not registered with the Corporation, shall get himself registered with the Corporation, within 7 (Seven) days from the date of issuance of letter of acceptance.

15.4 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 be debarred from participation in future bids.

15.5 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.
- 16.3 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.
- 16.4 The Performance Security shall be denominated in Indian Rupees and shall be in one of the following forms:
- (a) A 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 for **three** months from the date of agreement
  - (b) A Crossed demand draft in favour of **Bihar State Text Book Publishing Corporation Ltd., payable at Patna.**
- 16.5 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.

**17. SUPPLY OF TEXT/COVER PAPER & PAPER SECURITY DEPOSIT:**

- 17.1 Text paper (Reel) 70 GSM White Cream Wove/Maplitho Printing paper with Water Mark will be supplied to the printers as per their requirement. The required Text paper will be supplied from the paper mills to the printer godown only under the special circumstances the printer shall lift the paper as per instruction given by the Corporation within Patna. The printer shall lift Cover paper -130 GSM from the Corporation's Godown at Patna. The differential cost in freight beyond Patna shall be borne by the concerned printer.
- Text - Web Printing**
- i) Books for A/4 size – 84 Cms.Reel .
- Cover:**
- i) Books for A/4 size – 59X87Cms. (4 Cover in one sheet)
- 17.2 The successful bidders shall deposit with the Corporation, full cost of Text and Cover paper to be supplied to him as security in the form of Bank Guarantee/Bank Draft/Pay order (on a nationalized/scheduled bank) @ **Rs. 55,000/- (Rupees Fifty five thousand)** per ton as cost of Text & Cover Paper at the time of execution of the Agreement (**Read with para 15.2 at page 18**).
- 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 (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 @ 60,000/= (Rupees Sixty 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:
- Web**
- |    |                                      |           |
|----|--------------------------------------|-----------|
| a) | Text Printing in four colour         | 4% (Four) |
| b) | Cover Printing in 4+2 colour (sheet) | 4% (Four) |
- 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. 60,000/- (Rupees sixty 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 & cover 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 The format shall be printed from each lot of paper received by paper mills/Corporation in such a manner that maximum number of copies of finished books are ready to delivered failing which a penalty to the extent of Rs. 10,000/- (Rupees ten thousand) may be imposed by the Corporation.
- 17.11 During printing printers must print the format of the book in the proportion of paper supplied by the Corporation.
- 17.12 In case of delay in supply of books, tenderer shall be liable to pay penalty @ **4% (four precent)** per week or part thereof on the printing and binding charges of the for books delayed for maximum four weeks. After four weeks his work order may be cancelled besides either reducing the work in the next order or Black listing the press from the participating in other Government Works. In this regard the decision of the Managing Director shall be final.

**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 finished 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) As per Schedule detailed in **Section-XI**.
- (b) All taxes, Octroi duty and demurrage etc. incurred in respect of delivery of books, for whatever reason shall be borne by the printer.
- (b) The losses, damages and shortages in transit or otherwise, shall be borne by the printer, however, the printer shall have to make good of the loss, if any such expenses are incurred by the corporation.
- 21.2 **Packing**: The printer shall stack the books duly tied with machine strapping strong enough to bear the weight of the packets on both side in stacks of as follows:-

Books upto 14 format - 50 books.

## 22. **INSURANCE**

- 22.1 The Text paper/Cover paper / finished books 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 25% of the work / every lot of the prescribed books, a running payment of 80% of bill amount shall be considered. 15% payment will be made after successful 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 lateron.*

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.

**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 Books 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 Books for each week or part thereof until actual delivery or performance, up to a maximum deduction of 16% (Sixteen percent) of the delayed Books or services contract price. Once the maximum is reached, the Corporation might consider termination of the contract.

26.2 In addition, the printer will be liable to be blacklisted and 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 or side 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 (ii) of technical specifications.
- 32.** Books shall be stitched up to 128 pages saddle stitch (center stitched) with two staples along with cover, while those of bulk above 128 pages will be side stitched with two staples and cover will be pasted **perfect binding above 304 pages with cover pasted on the book.**
- i) The Cover should be so pasted that it sticks to the back firmly and that it does not drag the page while opening the book.
- ii) 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. 60,000/= 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) |
| (b) | 18 cms x 24 cms .   | (for Web machine having cutoff of 508 mm) |
- 33.** If the quality of the printing, binding/cover pasting, 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 paper text / cover 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 terms 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  $\pm 25$  %.
- 43. SUBMISSION OF PROOFS:**
- 43.1 Before printing of the books/cover the printer shall submit to the Corporation the proof of the book/cover for final print order.
- 4.2 The printer shall have to incorporate all the authorized correction/deletions, if any before starting the printing.
- 44. PENALTY FOR MISTAKES:**
- 44.1 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.
- 44.2 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.
- 45. SAMPLE OF BOOKS:**
- 45.1 The printer has to obtain a delivery order from the Corporation just after completion of printing of books by submitting 5 samples of the 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.
- 45.2 In case of non registration of colours in perfect form, the penalty of 3% of the total cost of printing will be levied.
- 45.3 On the top of each alternate text pages insertion of “ 107 f'kk & 2015-16 1/10% k/d” in Hindi shall be printed.
- 46. RESOLUTION OF DISPUTES**
- 46.1 The Corporation and the Printer shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 46.2. In case of any dispute between the parties in respect of agreement or breach thereof the same shall be referred under Section-7 of Arbitration and conciliation Act to Principal Secretary, Education Department, Govt. of Bihar, Patna as sole arbitrator U/s 10 (2) of the act and his decision will be final. The Court at Patna shall have jurisdiction in case of any legal dispute.

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( E )  
**SECTION - III**  
**SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS**  
**SSA - 2015-16, BIHAR (SUPPLEMENTARY –CLASS –I PART-II ).**

Sl. No.	Name of the Book	Class	Lang.	No. of Pages	Format (16 pages)	Size of Book	Text colour	No. of Books to be printed	Requirement of Text paper in M.t. (70 GSM)	Requirement of Cover paper in M.T (130 GSM)	Total Text & Cover paper requirement in M.T.	Earnest Money for each title of book in Rs. ( without paper)	Earnest Money for each title of book in (Round-up amount) Rs. ( without paper)	B.G. amount for Text & Cover paper security in without paper ( @ Rs. 55,000/-)
1	2	3	4	5	6	7	8	9	10	11	12	13	13	14
	<b>CLASS-I</b>													
1	Hindi Karya Pustika Khand-II	I	Hindi	104	6.5	A/4	4	1917153	440.389	33.253	473.642	119630.35	120000	26050322.89
2	Ganit Karya Pustika Khand-II	I	Hindi	104	6.5	A/4	4	1917153	440.389	33.253	473.642	119630.35	120000	26050322.89
3	English Karya Pustika Khand-II	I	Eng.	112	7	A/4	4	1917153	474.265	33.253	507.518	128832.68	130000	27913508.04
4	Srijnatmak Karya Pustika Khand-II	I	Hindi	96	6	A/4	4	1917153	406.513	33.253	439.766	110428.01	110500	24187137.75
	<b>Total:</b>							<b>7668612</b>	<b>1761.557</b>	<b>133.012</b>	<b>1894.569</b>	<b>478521.39</b>	<b>480500</b>	<b>104201291.57</b>

(F)  
**SECTION - IV (WEB OFFSET)**  
**PROFORMA FOR PRICE BID (PART OF FINANCIAL BID)**  
**PRINTING AND BINDING OF TEXT BOOK FOR SSA - 2015-16, BIHAR -**  
**(Supplementary – CLASS – I PART-II)**  
**(Under reference to Clause No.7, SECTION - II)**

Sl. No.	Name of the Book	Class	Lang.	No. of Pages	Format (16 pages)	Size of Book	Text colour	No. of Books to be printed	Earnest Money for each title of book in Rs. (without paper)	Nature of Binding	Quote rate per format of 16 pages for each Book in Rs. (upto dismille paise)	
											Stitching	In Figure
1	2	3	4	5	6	7	8	9	10	11	12	13
	<b>CLASS-I</b>											
1	Hindi Karya Pustika Khand-II	I	Hindi	104	6.5	A/4	4	1917153	120000.00	Stitching		
2	Ganit Karya Pustika Khand-II	I	Hindi	104	6.5	A/4	4	1917153	120000.00	Stitching		
3	English Karya Pustika Khand-II	I	Eng.	112	7	A/4	4	1917153	130000.00	Stitching		
4	Srijnatmak Karya Pustika Khand-II	I	Hindi	96	6	A/4	4	1917153	110500.00	Stitching		
	<b>Total:</b>							<b>7668612</b>	<b>480500.00</b>			

**(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-2015-16, Bihar  
(Supplementary).**

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**

**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,.....2015 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 the .....day of.....2015.....

Signature and Seal of Guarantors

.....  
.....  
.....  
Date.....2015....  
Address:.....  
.....  
.....

(I)

**SECTION - VII**

**PAPER 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 2015-16, 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 the .....day of.....2015.....

Signature and Seal of Guarantors

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

Date.....2015....

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

(J)

**SECTION - VIII**

**CONTRACT / AGREEMENT FORM**

THIS AGREEMENT made the .....day of....., 2015 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	Title No. ( Books)	PER BOOK 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 )

(K)

**SECTION - IX**

**DECLARATION BY BIDDER**

In response to the bid document for Printing & Binding of Text books under SSA 2015-16, Bihar (Supplementary) 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 of .....2015 at.

Witness:

1. Signature

Name and address

2. Signature

Name & Address.

Signature &

Seal of Bidder

(L)

**SECTION - X**

**PROFORMA FOR EQUIPMENT AND QUALITY CONTROL**  
**EMPLOYED BY THE PRINTER**

DATE OF OPENING : .....

NAME OF THE BIDDER :

.....

(Note : For Web offset printing cut-off size of machine strictly 578 mm & 508 mm, those who are not having 578 mm or 508 mm cut-off 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

**(M)**  
**SECTION - XII**  
**Check-List Part-A of 'Technical Bid'.**

**Bid for Printing and Binding of Text book for SSA-2015-16, Bihar(Supplementary)  
Bid opening on 30.06.2015.**

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

Name of the Bidder: .....

	<b>LIST</b>	<b>From Page No.</b>	<b>To Page No.</b>
(a)	The Bidder must be an Offset Printer. The press should have been in operation for a minimum period of 3 years as on prior to bid submission date.		
(b)	The bidder should submit audited Profit & Loss Account and Balance Sheet for three financial years i.e. 2011-12 ,2012-13 & 2013-14 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.		
(c)	The annual turnover of printing work achieved by the bidder as per their financial results for financial years i.e 2011-12 ,2012-13 & 2013-14 should be not less than Rs. 75.00 (Seventy five) lakhs who are owning two or more Web offset machines and in case of single Web offset machine not less than Rs. 40.00 (forty) lacs in total .		
(d)	The Bidder should submit details. with reference to [ (Column-13(a) to 13(h)- of Part of Technical Bid (Form-I ) ] having following facilities - (i) Plate Making Facilities (ii) Multicolour Web and Sheet Offset Printing Machines – The bidders must have properly working modern Web Offset printing machine. Old printing machines not working properly will not be acceptable. Please refer to para 36 of (D) Section-II. (iii) Binding facilities in the press premises itself (iv) Storage capacity for paper and finished books.(with reference to Column-18 & 19 – Part of Technical Bid (Form-I) should be minimum 3,000 Sq.ft. and layout/map be attached). If space is rented – agreement copy of each separate unit should be submitted along with tender.  In case bidder does not possess Text Book Cover printing capacity/facility on its own, in such case the said bidder will have to submit a commitment letter from registered printer of BSTBPC who has a multi colour sheet offset printing machine and from whom the bidder will be getting the cover printed on its letterhead. However the bidder will not be relieved of the liability of providing quality cover in time.		
(e)	A duly attested Declaration by the Bidder in the form specified for this purpose i.e. Section-IX, by a Notary, to be submitted along with the bid.		
(f)	Press Declaration Certificate from the competent authority.		
(g)	Copy of Sales Tax / VAT Registration Certificate. Bidder/s belonging to states other than the state of Bihar and who are not registered with Bihar Sales Tax Department shall have to open an office in Bihar itself and get registered with Bihar Sales Tax Office within 7 days of allotment of work.		
(h)	Copy of Income Tax return filed for three assessment years i.e. 2012-13, 2013-14 and 2014-15.		
(i)	Copy of PAN Card.		
(j)	Copy of Electrical load sanctioned in the name of firm/proprietor 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.		
(k)	Certificate of incorporation and copy of Memorandum & Article of Association or partnership deed if not a Proprietary Firm, must be attached		
(l)	The Bid shall be accompanied with the Bid Security (EMD) as per the amount specified & placed at <b>Section-III</b> .		
(m)	Details of any other existing printing work load/commitment, at present.		
(n)	Registration No. of Employee Provident Fund is mandatory wherever applicable. In case a printer is not covered under EPF, then a declaration to this effect is to be submitted in the form of a written undertaking.		
(o)	Bid by Consortium of printers/company will not be allowed. However the meaning of consortium will not apply to those printers covered under <b>Part-A Technical Bid Clause-(d) (v)</b> .		
(p)	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.		
(q)	The tender should be submitted along with the original money receipt of Rs. 3,150/- to be issued by BSTBPC towards cost of bid document.		
(r)	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 (q) above -		

