

**BID DOCUMENT
FOR PRINTING AND BINDING OF
11 TYPE OF TEACHING
LEARNING MATERIALS
AT DISTRICT
HEADQUARTER IN EIGHT DISTRICTS**

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Pathya Pustak Bhawan,

Budh Marg,

Patna-800001

Commencement of availability of Bid Document on Website. :	28.09.2018
Date and Time for receipt of Bids :	01.10.2018 to 22.10.2018 upto 2.00 P.M.
Date and Time for Submission of Bids :	22.10.2018 upto 3.00 P.M.
Time and Date of Opening of Bids:	22.10.2018 at 4.00 P.M.

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, Budha Marg, Patna-800 001.
Phone Nos.	:	0612-2221975, 2222783, 2223533
Fax No.	:	0612 – 2236388
Name of Work	:	Printing & Binding of 11 (Eleven) Type of Teaching Learning Materials.
Price of Bid Document	:	The Bid document may be downloaded from the Website www.bstbpc.gov.in from 28.09.2018 and may be submitted alongwith a demand draft of Rs. 1,120/- (1000+120 Tax)in favour of “Bihar State Text Book Publishing Corporation Ltd.,” payable at Patna on any Nationalised Bank or cash deposited in BSTBPCL Office.
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	:	Six month from the date of opening of Bids.
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, BUDHA MARG, PATNA-800 001
Phone: 0612-2221975, 2222783, 2223533 Fax: 0612-2236388 E mail : textbookmd@gmail.com

Tender No. T.Material/BSTBPC/2386/11.

dated: 20.09.2018

:- TENDER NOTICE :-

1. Sealed Tenders are invited from the experienced and reputed Sheet/web Offset printers for rates of Printing and Binding of 11 Type of Teaching Learning Materials (including cost of paper) in two packets system - Technical and Financial as detailed in the bid document, of all 11 (eleven) items.
2. The Bid document may be downloaded from the **Website www.bstbpc.gov.in** from **28.09.2018** and may be submitted alongwith a demand draft of **Rs. 1,120/-** (1000+120 Tax)in favour of **“Bihar State Text Book Publishing Corporation Ltd.,” payable at Patna** on any Nationalised Bank or cash deposited in BSTBPCL Office.
3. Tenders can be submitted in the Office of the undersigned on any working day during working hour from **01.10.2018 to 22.10.2018 till 03.00 P.M.**
5. The Bid will be opened on **22.10.2018 at 4.00 P.M.** 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. Bids must be accompanied with Bid Security (EMD) in the form of Demand Draft issued by a Nationalized Bank.
8. Bihar State Text Book Publishing Corporation Ltd. will follow the rules of Stores Purchase Preference Policy,2002, Department of Industries, Govt. of Bihar, Patna.
9. The undersigned reserves the right to reject or accept any Bid partially or fully without assigning any reason

(Arvind Kumar Verma)I.A.S.
MANAGING DIRECTOR

CONTENT OF BIDDING DOCUMENTS :

A	PART OF TECHNICAL BID (FORM-I)	PART-"A"
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D	SCHEDULE OF REQUIREMENTS / TECHNICAL SPECIFICATION / BID SECURITY -	SECTION - III .
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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 : pat_bstbpc@dataone.in

PART OF TECHNICAL BID (FORM-I)
For Printing and Binding of Teaching Learning Materials.

1. Name of the Firm/Printing Press:
2. Full address – :
- (i) Office of the Firm/Printing Press :
- Press :
- :
3. Status : Proprietary/ Partnership/ Corporation/ Limited Co./ Society etc.
4. (a) Telephone Nos. :
- (b) E-Mail Address :
5. (a) Name of the Proprietor/ Partners / Directors :
- :
- b) Mobile No. :
- (c) Residential Address :
- :
- :
6. (A) Earnest Money (Demand Draft) :
 on any nationalized bank payable at Patna. Rupeesonly (In words)
 D.D. No.....Date.....Name of the Bank :
7. Details of Printing Machinery : Bidder should have Sheet/Web offset machine – 578mm, Plate making unit and Binding section in the Press premise itself. Its details should be given:-

(a) **Sheet-fed /Web Offset:-**578 mm

Size	Make	Year	No. of Colours	Nos.

(Attach separate list, if necessary)

- (b) Plate Making facility:
- (c) Binding section in the Press Premises itself.
8. The Bidder must be an Offset Printer. The press should have been in operation for a minimum period of 3 years as on 31.03.2018. Evidence has to be submitted alongwith technical bid.
 9. The bidder should submit audited Profit & Loss Account and Balance sheet for three financial years i.e. 2014-15, 2015-16 & 2016-17 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.
 10. The annual turnover achieved by the bidder as per their financial results for financial years i.e. 2014-15, 2015-16 & 2016-17 should be not less than Rs. 50.00 (Fifty) lakhs each financial year.
 11. A duly attested Declaration by the Bidder in form (Section-VIII) by a Notary to be submitted along with the bid.
 12. Certified copy of GST Registration Certificate of Bihar Govt. issued has be annexed with technical bid.
 13. Certified copy of Income Tax return filed for three assessment years i.e. 2015-16, 2016-17 and 2017-18 & Certified copy of PAN Card.
 14. Bidder must submit affidavit that the firm is not black listed anywhere and no criminal case is pending against it.
 15. Certified copy of Registration No. of Employee Provident Fund (EPF) 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.

:-DECLARATION -:

I,D/o, D/o, W/o Shri
 Proprietor / Partner / Director
(Name of firm) hereby declare that the
 information given 1 to 15 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/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)

SECTION –I

INVITATION FOR BIDS

1. ELIGIBLE BIDDERS

- 1.1 The **Bidders** as described in **Qualification Criteria** 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 Bidders'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 11 type of Teaching Learning Materials for supply of 8(eight) District at district headquarters in Bihar are invited in two different envelopes superscribed as **Part-A- 'TECHNICAL BID' (duly filed in Part of Technical Form-I with all enclosures required) and Part-B - 'FINANCIAL BID'** both should be kept in single sealed Big Envelope, the details of which are as here under -

PART – A – 'TECHNICAL BID':

CRITERIA FOR QUALIFICATION

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 31.03.2018. Evidence has to be submitted alongwith technical bid.
- (b) The bidder should submit audited Profit & Loss Account and Balance sheet for three financial years i.e. 2014-15, 2015-16 & 2016-17 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 achieved by the bidder as per their financial results for financial years i.e. 2014-15, 2015-16 & 2016-17 should be not less than Rs. 50.00 (Fifty) lakhs each financial year.
- (d) The Bidder should submit details .(Column-7(a), (b) & (c)– Part of Technical Bid (Form-I) having following facilities -
- (i) Plate Making Unit
 - (ii) Multicolour Web and Sheet Offset Printing Machines.
 - (iii) Binding section in the press premises itself
- (e) A duly attested Declaration by the Bidder in form (Section-VIII) by a Notary to be submitted along with the bid.
- (f) Certified copy of GST Registration Certificate of Bihar Govt. issued has be annexed with technical bid.

- (g) Certified copy of Income Tax return filed for three assessment years i.e. 2015-16, 2016-17 and 2017-18 & Certified copy of PAN Card.
- (h) Bidder must submit affidavit that the firm is not black listed anywhere and no criminal case is pending against it.
- (i) 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.

PART - B - 'FINANCIAL BID' :

- i) The bidder shall quote separate rate for one or more items - Teaching Learning Materials and per format of 16(sixteen) pages as well (including cost of paper) for different sizes of materials on Sheet/Web Offset in the prescribed Proforma enclosed at **Section-IV**.
- ii) Bids quoted on the bidder's letter head will not be accepted.

(C)

SECTION -II

TERMS & CONDITIONS

2. BID SECURITY

- 2.1 The Bidder shall furnish, as part of Technical Bid, a bid security as per attached **Section-III** and it will be in form of Demand Draft in favour of Bihar State Text Book Publishing Corporation Ltd., payable at Patna on a nationalized bank . Any tender not accompanying the required Bid Security will be liable to be rejected out rightly.
- 2.2 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not less than 30 days.

3. THE BID SECURITY MAY BE FORFEITED:

- (a) If a Bidder (i) withdraws its 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) 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.

4. BID PRICE:

- 4.1 Rates both in figures & words should be quoted (including all taxes) 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.
- 4.2 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.
- 4.3 Conditional bids will not be considered.
- 4.4 If the bidder whose quoted rate is L-1 rate 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.

5. PERIOD OF VALIDITY OF BIDS

- 5.1 The Bids shall remain valid for Six months after the date of bid opening prescribed by the Corporation.

6. FORMAT AND SIGNING OF BID

- 6.1 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.
- 6.2 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”**
- 6.3 The bidder should sign and stamp all the Bid documents. The entire Bid papers submitted should have serial page nos. on each page.
- 6.4 Any eraser or overwriting shall be valid only if they are initialed by the persons or persons signing the bid.

7. SUBMISSION OF BIDS

- 7.1 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 11 Type of Teaching Learning Materials, the Mass Education Directorate, Bihar Patna** and a statement **“Do not open before 4.00 P.M. on 22.10.2018”**.
- 7.2 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”.
- 7.3 If the outer envelope is not sealed and marked, the Corporation will assume no responsibility for the bids’ misplacement or premature opening.
- 7.4 Telex, cable or facsimile bids will be rejected.

8. DEADLINE FOR SUBMISSION OF BIDS

- 8.1 Bids must be received at the office of the Corporation by **3.00 P.M. on 22.10.2018**. 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.
- 8.2 The Corporation may at its discretion, extend this deadline for submission of bids and its opening by suitable amendment / corrigendum.

9. LATE BIDS

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

10. OPENING OF THE BID BY THE CORPORATION

- 10.1 The Technical Bid shall be opened on **22.10.2018 at 4.00 P.M.** before such bidders or their only one authorized representative who wish to be present.
- 10.2 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.

11. CORPORATION'S RESERVES THE RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

- 11.1 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.
- 11.2 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 will be allotted at a time on one machine in working condition.

12. EXECUTION OF AGREEMENT:

- 12.1 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 unit price as security deposit. The Security amount shall not be adjusted against any previous dues to the printer, if any, due from Corporation (**See Section-VI**)

13. PAYMENT:

- 13.1 Payment terms shall be as follows:-

(i) *It is clarified that as the work order will be given as per **Section-III** total payment will be paid after successful completion of the total order.*

- 13.2 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

14. ASSIGNMENT

- 14.1 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.

15. TAXES AND DUTIES

- 15.1 Printer shall be entirely responsible for all Taxes, Duties, License fees, Octroi, Road Permits, etc., incurred until delivery of the teaching materials delivery to the 8 (eight) district head quarters in Bihar.

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

17. (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.

18. 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.

19. 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-18. In case of non return of Film the payment will not be made.

20. The relevant provisions of Bihar Samagri Kharid Adhimanta Niti-2002 shall apply in case of S.S.I. Units registered and located in Bihar.

21. Numbers of Teaching Materials quantity (Section-III) may vary upto $\pm 15\%$.

22. SUBMISSION OF PROOFS:

22.1 Before printing of the teaching materials the printer shall submit to the Corporation the proof of the teaching materials for final print order.

22.2 The printer shall have to incorporate all the authorized correction/deletions, if any before starting the printing.

23. PENALTY FOR MISTAKES:

23.1 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.

23.2 Penalty For delays:

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

i	Delay up to one week of the prescribed delivery period	0.5%
ii	Delay exceeding one week but not exceeding two weeks of the prescribed period.	1%
iii	Delay exceeding two week but not exceeding three weeks of the prescribed period.	2%

24. RESOLUTION OF DISPUTES

24.1 In case of any dispute between the parties in respect of agreement or breach thereof the same shall be referred under Section-IV/Work order 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.

(D)**SECTION-III****SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS OF 11 TYPE OF TEACHING LEARNING MATERIALS.**

Sl.No.	Materials Name	Size	No. of Page	Printing Colour	Printing Side	Paper specification	Binding	Printing qty.	Bid Security Moeny
1	Manual(Camal)	A/4	24	B/W	Both side ptg.	80 GSm Maplitho	Centre Stitch	5,930	35,000/-
2	Testing Tool	A/4	8	B/W	Both side ptg.	80 GSm Maplitho	Centre Stitch	5,930	
3	Story Book	A/4	24	B/W	Both side ptg.	80 GSm Maplitho	Centre Stitch	1,77,900	
4	Aao Khelen, Karen aur Seekhen	A/4	16	B/W	Both side ptg.	80 GSm Maplitho	Centre Stitch	5,930	
5	Barah Khadi Calendar	21"x18"	4	Two col.	Both side ptg.	170GSM Art Board	Top Mounting	5,930	
6	Barah Khadi Card	A/3	2	Two col.	Both side ptg.	170GSM Art Board	-	1,77,900	
7	House Hold Survey Sheet	A/3	2	B/W	Single side ptg.	100GSM Art Paper	-	59,300	
8	House Hold Compile Sheet	A/3	2	B/W	Single side ptg.	100GSM Art Paper	-	11,860	
9	Adult Assessment Tool	A/4	2	B/W	Both side ptg.	100GSM Art Paper	-	11,860	
10	Baseline Format	A/4	2	B/W	Single side ptg.	100GSM Art Paper	-	11,860	
11	Attendance sheet	A/4	2	B/W	Single side ptg.	100GSM Art Paper	-	17,790	

Note: 11 Type of Teaching Materials will be supplied in 8 (eight) districts i.e. - Araria, Jahanabad, Purnia, Katihar, Supaul, Kishanganj, Vaishali and Arwal.

(E)**SECTION-IV****PROFORMA FOR PRICE BID OF TEACHING LEARNING MATERIALS(PART OF FINANCIAL BID).**

Sl. No.	Name of materials	Size	N o. of Pa ges	Print ing Colo ur	Printing Side	Paper Quality	Bindin g	Printing Qty.	Tentativ e rate per piece in rupees(i ncluding all taxes)	Price quoted in Rs (Including all taxes)	
										Figure	Word
1	Manual(Cam al)	A/4	24	B/W	Both side ptg.	80 GSM Maplitho	Centre Stitch	5,930	6.00		
2	Testing Tool	A/4	8	B/W	Both side ptg.	80 GSM Maplitho	Centre Stitch	5,930	2.10		
3	Story Book	A/4	24	B/W	Both side ptg.	80 GSM Maplitho	Centre Stitch	1,77,900	6.00		
4	Aao Khelen, Karen aur Seekhen	A/4	16	B/W	Both side ptg.	80 GSM Maplitho	Centre Stitch	5,930	4.00		
5	Barah Khadi Calendar	21"x18 "	4	Two col.	Both side ptg.	170GSM Art Board	Top Mounting	5,930	12.00		
6	Barah Khadi Card	A/3	2	Two col.	Both side ptg.	170GSM Art Board	-	1,77,900	2.25		
7	House Hold Survey Sheet	A/3	2	B/W	Single side ptg.	100GSM Art Paper	-	59,300	1.40		
8	House Hold Compile Sheet	A/3	2	B/W	Single side ptg.	100GSM Art Paper	-	11,860	1.40		
9	Adult Assessment Tool	A/4	2	B/W	Both side ptg.	100GSM Art Paper	-	11,860	0.75		
10	Baseline Format	A/4	2	B/W	Single side ptg.	100GSM Art Paper	-	11,860	0.75		
11	Attendance sheet	A/4	2	B/W	Single side ptg.	100GSM Art Paper	-	17,790	0.75		

(F)

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 11 items of Teaching Learning Materials.**

Dear Sir,

I/We.....

.....am/are submitting herewith my/our bid for printing and supply of Teaching Materials. 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 my /ours rates are approved and work is allotted to me/us, I/We hereby agree to abide by all of them. The conditions attached to the Bid form have been signed by me/us in token of their acceptance.
2. I/We hereby also agree to carry out faithfully, all other instructions from you which are not contrary to any of the terms and conditions of the contract, or which do not put me/us to any additional financial burden beyond what is implied by the terms of the contract.
3. Demand Draft / F.D.R. 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 by 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)

(G)

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,.....2018 for Printing and Binding of.....
.....(Description of Teaching materials 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.....2018.....

Signature and Seal of Guarantors

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

Date.....2018....

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

(H)

SECTION - VII

CONTRACT / AGREEMENT FORM

THIS AGREEMENT made theday of....., 2018 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 Name. (Books/Leaf)	PER BOOK/LEAF 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)

(I)

SECTION - VIII

DECLARATION BY BIDDER

In response to the bid document for 11 type of Teaching Learning Materials. 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 of2018 at.

Witness:

1. Signature
Name and address
2. Signature
Name & Address.

Signature &
Seal of Bidder

(J)

SECTION - IX

PROFORMA FOR EQUIPMENT AND QUALITY CONTROL

EMPLOYED BY THE PRINTER

DATE OF OPENING : 22.10.2018

.....
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 leaged 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

(K)

SECTION - X

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

Bid for Printing and binding of 11 type of Teaching Learning Materials

Bid opening on 22.102018.

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 Offset Printer. The press should have been in operation for a minimum period of 3 years as on 31.03.2018. Evidence has to be submitted alongwith technical bid.		
(b)	The bidder should submit audited Profit & Loss Account and Balance sheet for three financial years i.e. 2014-15, 2015-16 & 2016-17 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 achieved by the bidder as per their financial results for financial years i.e. 2014-15, 2015-16 & 2016-17 should be not less than Rs. 50.00 (Fifty) lakhs each financial year.		
(d)	The Bidder should submit details .(Column-7(a), (b)& (c)– Part of Technical Bid (Form-I) having following facilities - (i) Plate Making Unit (ii) Multicolour Web and Sheet Offset Printing Machines. (iii) Binding section in the press premises itself		
(e)	A duly attested Declaration by the Bidder in form (Section-IX) by a Notary to be submitted along with the bid.		
(f)	Certified copy of GST Registration Certificate of Bihar Govt. issued has be annexed with technical bid.		
(g)	Certified copy of Income Tax return filed for three assessment years i.e. 2015-16, 2016-17 and 2017-18 & Certified copy of PAN Card.		
(h)	Bidder must submit affidavit that the firm is not black listed anywhere and no criminal case is pending against it		
(i)	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.		

Signature & Seal of the bidder.