



## **CHHATTISGARH TEXT BOOK CORPORATION**

PLOT NO. B/4, M.R. COLONY, BEHIND C.G. BOARD OF SECONDARY EDUCATION OFFICE,  
TAGORE NAGAR, RAIPUR - 492 001 Tel. 0771-2422151 Fax: 2421531

**TENDER NO. P-2/2007-2008**

### **TERMS AND CONDITIONS**

### **FOR PRINTING AND SUPPLY OF TEXT BOOK AND WORKBOOK WITH COVER FOR THE ACADEMIC YEAR 2007-08**

Last date for receiving tender  
(Local as well as by post)

Up to 2.00 P.M.  
On 21-09-2006

Issued to,

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Date of opening the Tender

3.00 P.M. on 21-09-2006

**MANAGING DIRECTOR  
C.G.TEXT BOOK CORPORATION  
RAIPUR**

**Price – Rs. 1000/-**

# C.G. TEXTBOOK CORPORATION,

Plot no. B/4, M.R. Colony, Behind C.G. Board of Secondary Education Office, Taigore Nagar,  
Raipur - 492 001

Ph. 0771-2422151 Fax: 2421531

PRINTING AND SUPPLY OF TEXTBOOKS WITH COVER FOR THE ACADEMIC YEAR 2007-2008  
(To be opened on 21.09.2006)

## A. GUIDANCE FOR TENDERERS:

- (1) (a) Sealed tenders are invited from Offset printing presses registered with C.G. Textbook Corporation or any other Textbook Corporation of the country for printing of textbooks with cover for the academic year 2007-2008.  
(b) The printer who is not registered with C.G. Textbook Corporation, they can also file the tenders for the printing of books. *But they will have to submit the proof of their registration in any other Textbook Corporation of the country and the list of the printing machines. In case of failure of above, the tender would not be entertained.*  
(c) Only one copy of the Tender Form (duly filled in) should be submitted in an envelope sealed at both ends along with the prescribed Earnest Money so as to reach the Managing Director C.G. Text book Corporation," Plot no. B/4, M.R. Colony, Behind C.G. Board of Secondary Education Office, Taigore Nagar, Raipur - 492 001 upto 2.00 p.m. at 21.09.2006 The tenders will be opened at 3.00 PM on the same day, before such tenderers or their authorized representative who may wish to be present.
- (2) Rates should be quoted as per enclosed annexure 1 & 2. Please quote your rates separately on enclosed rate list annexure 3 .
- (3) Every page of the tender form shall be signed by the tenderer and the seal of the press affixed below the signature.
- (4) Special attention is invited to clauses 1' 2, 3, 4, 6, 7, 8, 10, 11, 13, 15, 16, 18, 19, 22, 23,24, 26, 27, 28, 29, 30, 31, 32, 34 and 35 of the terms and conditions of the tender.
- (5) Paper for the printing of textbooks shall be supplied by the Corporation as indicated below and tenderers are required to quote accordingly:
  - (i) For the books of size 57.8 cms. x 82 cms./8 or 57.8 cms. x 82 cms./16 the Water mark offset printing paper will be supplied in the shape of 82 cms. reels/57.8 cms. x 82. cms. sheets.
  - (ii) M.G. Cover paper will be supplied in the sizes of the books as given below:
    - (a) For the books size of 57.8 cms. x 82 cms./8 or 57.8 cms. x 82/16 the M.G. cover paper will be supplied in the size of 61 x 86.5 cms. sheets.
- (6) While quoting rates the printer must indicate about the paper he requires i.e. in sheet or in reel specifically.
- (7) This Tender form is non transferable.

# TECHNICAL BID (Envelope A)

## 1. DECLARATION

(To be typed on office letter head, signed and submitted in original along with tender)

Tender Notice No :

Tender Document No :

Date:

FROM :

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To,

The Managing Director  
Chhattisgarh Text Book Corporation  
Plot no. B/4, M.R. Colony, Behind  
C.G. Board of Secondary Education Office,  
Taigore Nagar, Raipur - 492 001

**Sub: Tender for printing & and supply of Text book and work book with cover for the academic year 2007-08 to be opened on 21.09.2006**

**Ref.: Yours tender notice Dated : .....**

Sir,

I/We hereby tender for the printing & supply text book and work book with cover in response to the above tender notice I/We quote our rate in the enclosed tender form.

- I/We shall abide by all the terms and conditions envisaged in your tender form.
- Bank Draft favor of Managing Director Chhattisgarh Textbook Corporation payable at RAIPUR of Rs. 15,000/- (Rs. Fifteen thousand only) as Earnest Money Deposit is enclosed herewith.

Signature of the bidder with seal

## **C.G. TEXTBOOK CORPORATION**

**PLOT NO. B/4, M.R. COLONY, BEHIND C.G. BOARD OF SECONDARY EDUCATION OFFICE,  
TAIGORE NAGAR, RAIPUR - 492 001**

TENDER SCHEDULE SHOWING THE NAME AND SPECIFICATION  
OF BOOKS WITH COVER TO BE PRINTED FOR THE YEAR 2007- 2008

**(TO BE OPENED ON 21.09.2006 )**

**PAPER FOR TEXT :** Paper for printing of textbooks and work books for size 57.8 x 82 cms./8, 57.8 x 82 cms./16 as shown in the Annexure 1 & 2 will be issued in Reels.

**PAPER FOR COVER :** Cover paper in size 61 cms. x 86.5 cms. will be issued for books size of 57.8 cms. x 82 cms./8 and 57.8 cms. x 82 cms./16.

**BINDING :** Books of bulk up to 128 pages will be saddle stitched (Centre Stitched) with 2 staples with cover, these of bulk above 128 pages will be side stitched with two staples and cover will be pasted on the book. Above 300 pages books will be section sewing and cover will be pasted on the book.

The trimmed size of book should be:

(1) 57.8 x 82cms./16 13.5 cms x 20.0 cms.

(2) 57.8 x 82cms./8 20.0 cms x 27.0 cms.

Subject to all the terms and conditions issued by the C.G.Text Book Corporation. For a book size of, 57.8 x 82 cms./8 and book size of 57.8 x 82 cms./16 .

**The Schedule** -For the all books -Positives, Negatives, BLDs & Butter print will be supplied by the corporation and all changes or corrections will be done by the Printer as directed in the Manuscript.

## **TERMS AND CONDITIONS OF TENDER FOR PRINTING OF TEXT-BOOKS AND WORK BOOKS WITH COVER**

**(To be opened on 21.09.2006 )**

(1) (i) The tender form should be filled in legibly in ink or typed and sealed at both ends in a cover super Scribed with the words in ink or typed "Tender for printing of Text-Books with cover for the academic year 2007-2008. The envelope should be sent so as to reach the office of the Managing Director, C.G. Text-Books Corporation, Plot no. B/4, M.R. Colony, Behind C.G. Board of Secondary Education Office, Taigore Nagar, Raipur - 492 001 before the hour and by the date fixed for the submission of the tender.

(ii) Interested eligible printers, who are registered in C.G. Text-Books Corporation or any other Text Book Corporation of the country may obtain tender form, from the office of the Managing Director, C.G. Text-Book Corporation, Plot no. B/4, M.R. Colony, Behind C.G. Board of Secondary Education Office, Taigore Nagar, Raipur - 492 001 by paying a fee of Rs. 1000/- (one thousand Only). Bidding documents will be posted, at the own risk of prospective tenderers. The fee shall be paid by way of a demand draft or money order in favour of Managing Director C.G. Text-Book Corporation payable at Raipur (C.G.).

(iii) Only one copy of the tender form (duly filled in) should be submitted in an envelope sealed at both ends Along with the prescribed earnest money so as to reach the office of the Managing Director, C.G. Text-Book Corporation, Raipur - 492001 up to 2.00 p.m. of 21.09.2006, The tenders will be opened at 3.00 P.M. on the Same day, before such tenderers or their only one authorized representative who may wish to be present.

(iv) **TENDER DOCUMENTS :**

The tenderer is expected to examine carefully all instructions, conditions, tender form, appendix to tender Form, specifications annexure, schedules in the tender documents. Failure to comply with the requirement of Tender submission will be at the tenderer's risk. Tenders, which are not substantially responsive to the Requirements of the tender documents, will be out rightly rejected.

### **2. TENDER VALIDITY**

**Tender Rate shall not be considered valid if :**

(i) It is not received on or before the date and time fixed for the purpose :

(ii) It is not submitted in the prescribed tender form purchased from/issued by the Corporation.

(iii) It is submitted without the prescribed earnest money of Rs. 15,000/- (Rupees fifteen thousands only).

(iv) The earnest money is made in any form other than those stated in Para 5 below:

(v) More than one rate is quoted for same quantity with cover.

(vi) The tender is conditional and inconsistent with the terms and conditions of the Tender form.

(vii) It is not submitted by a registered offset printer registered with C.G. Text-Book Corporation or any other Text-Book Corporation, but they will have to submit the proof of their registration in any other Text-Book corporation and the list of printing machinery along with the tender.

(viii) The copy of Sale Tax Registration No. is not submitted.

(ix) The Income Tax Clearance Certificate is not submitted of the last year.

(x) Per day printing capacity of finished book is not mentioned.

(xi) The storage capacity of paper and finished book not less than 3,000 sq. ft. is not mentioned.

### **3. RATES CLARIFICATION:**

The rate quoted shall include cost of:

(i) Processing/plate making/correction making/composing (if required).

(ii) Printing (including cover).

(iii) Binding (folding, gathering, stitching, pasting of covers, trimming the edges, bundling) and all other operations necessary for production of the book in finished form.

(iv) Transportation charges of paper from Raipur godowns of the corporation up to printer's destination.

(v) The packing, forwarding and transportation charges of books to be delivered to the following depots of the corporation situated at Raipur, Durg, Bilaspur, Raigarh, Ambikapur, Jagdalpur and all the 146 temporary depots of the all district of Chhattisgarh or any other place as directed by the corporation. As far as possible, the books printed would be received in depots, which are at short distance from the place of printing. The decision of corporation shall be final in this regard and no complaint will be entertained in this matter.

### **4. (i) RATES SHOULD BE QUOTED IN TERMS OF PAISA AND ACCEPTED UPTO ONLY TWO DECIMALS POINTS FOR :**

Per form of 16 pages and 8 pages of 57.8 × 82 cms. Size in single colour & four colour individually for each quantity according to annexure 1 & 2.

Including cover printing as specified in the tender form, legibly written in ink or typed in figures And words both. Items not quoted should be marked with a Cross (×) or written in words "not quoted".

(ii) Paper for the printing of Text-Books shall be supplied by the corporation as indicated below and tenderers are required to quote accordingly

(a) For the books of size 57.8×82 cms/8 or 57.8×82 cms/16 the water mark offset printing paper will be supplied in the shape of 84 cms. reels/57.8×82 cms. sheets.

(b) M.G.cover paper will be supplied in the sizes of the books as given below:

(i) For the books size of 57.8×82 cm/8 or 57.8×82 cm./16 the cover paper will be supplied in the size of 61 × 86.5 cm. sheets.

(ii) While quoting rates the printer must indicate about the paper he requires i.e. in sheet or in Reel specifically.

(iii) Every page of the tender form must be signed by the tenderer and the seal of the press Affixed below the signature.

**5.** The tender shall be submitted in the enclosed prescribed form, accompanied with a deposit of Rs 15,000/- (Rupees fifteen thousand only) as earnest money in cash or by Bank Draft in favour of the Managing Director, C.G. Text-Book Corporation, Raipur payable at Raipur.

**6.** The tenderer shall keep his offer open for 180 (One hundred Eighty) days from the date of opening of the Tender.

**7.** The period of contract shall be for one year from the date of signing of the agreement. The copyright of Every book, shall always rest solely with the C.G. Text-Book Corporation, Raipur.

**8.** An additional order to the extent of 50% of the original order for any book can be placed by C.G. Text-Book Corporation with the successful tenderer within the period of the contract. Additional 10% of the original contract of books for printing may be required to be printed and supplied in one month on the same terms and conditions and on the same rate as accepted for the tendered quantity at any time of the contract. The books of the additional order shall have to be supplied within the time specified by C.G. Text-Book Corporation. The print order can also be curtailed up-to 50% of the original order by C.G. Text-Book Corporation at any time during the period of contract without any liability on C.G. Text-Book Corporation.

**9.** Earnest money of the unsuccessful tenderers will be returned as early as possible after finalization of the Tender. The earnest money of the successful tenderer whose offer has been accepted shall be retained and adjusted against the security deposit at the time of execution of the agreement on his written request.

#### **10. FORFEITURE OF EARNEST MONEY:**

**The earnest money shall be forfeited if the tender is withdrawn:**

(i) At any time prior to its rejection or

(ii) Before or after its acceptance is communicated to the Tenderer : or

(iii) If the successful tenderer fails to execute an agreement and fails to furnish security deposit within 15 (Fifteen) days of the receipt of the letter of acceptance.

#### **11. EXECUTION OF AGREEMENT:**

(i) The successful tenderer, on receipt of letter of acceptance shall execute an agreement within 15 (Fifteen) days of the receipt of the letter of acceptance in the prescribed form and deposit security amount, amounting to 10 (Ten) Percent of the value of the printing charges payable to him under the contract, less the amount deposited with the tender as earnest money, if earnest money is adjusted against security amount. Agreement shall not be executed without the successful tenderer furnishing the security amount. The security amount shall not be adjusted against any previous dues to the printer., if any, due from the corporation. On request of the tenderer 7 days additional time may be given for executing the agreement. This additional time will be deducted from the time given for printing and supply of books i.e. 60 (sixty) days.

(ii) If the tenderer fails to execute the agreement and fails to furnish security amount within 15 (Fifteen) days as mentioned in clause 11 (i) above, not only the earnest money shall be forfeited, but the printer shall also be debarred from participation from future tender for a period of three Years.

**(iii)** The successful bidder has to submit an affidavit for the work allotted to him according to its capacity by the corporation will be executed in the given time and if fails to do so can be debarred for three years from the work of corporation and the printing security deposit will be forfeited by the

corporation.

**12.** The agreement shall be executed by the successful tenderer at Raipur on non-judicial stamp paper of Rs. 100/- (Rupees One Hundred Only) witnessed by two persons and the successful tenderer shall bear all legal expenses of execution of the agreement.

**13.** The security deposit will be refunded on the satisfactory performance of the contract as early as possible.

**14. SUPPLY OF PAPER:**

White water mark offset printing paper of 60/70 GSM for text and M.G. cover paper of 140/160 GSM for Covers will be supplied in the size of 57.8×82 cms. and reels of 82 cm. width for books and 61×86.5 cms. for covers.

**15.** (i) The successful tenderer shall deposit with the corporation full cost of paper to be supplied to him as security either in cash or by bank draft or furnish bank guarantee @ Rs. 30000/- (Rupees Thirty Thousand only ) per tone as cost paper and cover paper within 10 (Ten) days from the date of execution of the agreement. **In case of supply of positives by the corporation, the cost of paper guarantee should be furnished at the time of execution of the agreement and successful tenderers shall lift the paper from the godowns of the corporation at Raipur at his own cost.** In case of submission of bank guarantee the guarantee furnished shall be of a Nationalized bank with branch at Raipur. Bank Guarantee of Chhattisgarh Rajya Sahakari Bank can also be accepted.

**Before lifting the paper the printer shall get the paper inspected and satisfy him that the paper is of the requisite quality and quantity. If the printer fails to get the paper inspected and satisfy him about the quality and quantity before taking delivery, it shall imply that paper delivered to him was in order, and to his full satisfaction for the printing job under the contract. No complaint against the paper lifted by the printer shall be entertained.** All taxes, octroi duty and demurrage etc., incurred in respect of lifting of paper, shall be borne by the printer.

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 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.

(ii) It shall be responsibility of the printer to communicate to the corporation, the manufacturing defects (if any) detected in the paper supplied to him within 7 (Seven) days from the date of lifting of paper, failing which no complaint shall be entertained in this regard.

(iii) The printer shall pay freight charges for transportation of paper from Raipur to the place of printing.

(iv) In exceptional cases, where the printer, in the opinion of the C.G. Text-Book Corporation is not in a position to take delivery of paper on cash payment or Bank Draft, the C.G. Text-Book Corporation may at their discretion, assist the printer in the procurement of paper on the printer's furnishing bank guarantee (valid for one year) of a value of paper and on a letter of assurance for furnishing the balance of paper security and execution of the work in due time. In such cases printer shall pay interest @Rs. 6/- (Rupees Six Only) per day per tone on the volume of paper, which remains with the printer from the date of lifting of paper till delivery is made in the form of books. The interest shall be recovered from the running bills. However, interest will not be recovered in respect of the cost of cover paper delivered against Bank Guarantee. The

C.G. Text-Book Corporation may accept partial bank guarantee minimum of 35% of the value of paper in such cases where this may be found necessary in the interest of the execution of the printing work within stipulated time. In case the printer fails to furnish bank guarantee to the satisfaction of C.G. Text-Book Corporation they may at their discretion reduce the work order and assign the work to any other printer and recover the additional liability incurred by the corporation from the defaulting printer. The execution time will commence from the date of receipt of print order. The Bank Guarantee will be returned after the satisfactory completion of the allotted work.

(v) Cost of paper either in shape of cash or bank guarantee will not be adjusted against any dues to the printer due from the corporation.

(vi) 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 successful tenderer shall be saddled with penalty @Rs. 45,000/- (Rupees Forty Five Thousand Only) per tone. 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.

(vii) Paper will be issued to the printer in one or more installments and the printer shall be bound to accept the same.

(viii) Wastage will be allowed to the printer on the paper required for printing of the book at the following scale.

(a) Printing in single colour 2% (two)

(b) Printing in two colour 3% (Three)

(c) Printing in Three and Four colour 3.5% (Three point Five)

(d) For cover printing 3% (Three)

(e) 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. 45,000/- (Rupees Forty Five Thousand Only) per tone payable in cash/bank draft but not by any adjustment against any dues to the printer.

(f) If during the course of printing the corporation reduces the print order of any book, the printer will have to immediately inform the position of actual forms printed out of the original order. He has to return the paper in good condition immediately and non-return of the balance paper shall attract the provision of clause 15(vi).

(g) The printer shall use the same paper for printing of Text Books as supplied by the corporation. If any other paper is used such copies of the books will be rejected and the rejected books will 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. In addition to this, other suitable penalty may also be imposed by the C.G. Text-Book Corporation in this regard.

(h) No printing charges shall be paid for pages left blank.

(i) If any recovery on account of paper remains un-recovered through Bank Guarantee or cash paper security it shall be recovered from the dues to the printer.

(j) The printer should not print any other matter on the paper, which was supplied by the corporation. The printer should sale the paper wastage to the paper-processing mill for making of paper pulp and obtains a certificate from the paper mill for "sale of wastage". In case of failure to do so, legal action shall be taken against the printer.

#### **16. SUBMISSION OF PROOFS:**

(i) The Corporation will make arrangement to supply the corrected positives at the appropriate time. In this case, the corporation will require no proof nor any time will be given for this purpose.

(ii) If required by the corporation the printer shall submit to the corporation the proof of the book for final print order. The positives shall be returned to the corporation after printing work of the book is over.

(iii) If the proof is required by the corporation there will be three readings of the books on the matter to be printed before final printing is taken in hand. The first and second reading of the proofs will be the responsibility of the printer himself. The corporation shall do the third and final reading of the proofs. THE PRINTER SHALL COMMENCE PRINTING OF THE BOOK ONLY ON RECEIPT OF THE PRINT ORDER IN WRITING FROM THE CORPORATION. The printer shall print the book strictly in accordance with the proofs as approved by the corporation and shall also follow all instructions given in the print order.

(iv) If the proof is required by the corporation, the printer shall furnish two copies of the proofs of the text along with proofs of covers to the corporation and corporation will return the approved proofs as far as possible within 7 (seven) days of receipt of proofs. In case there are mistakes, the Managing Director may in his discretion demand fresh proofs from the printer after making corrections. In such case proofs will deemed to have been submitted when fresh proofs are resubmitted. No extra time will be admissible to the printer in case of submission of fresh proofs. Each proof will have the full text along with all the illustrations.

(v) If the proof is required by the corporation the printer shall make available the entire final page proofs along with all proofs of concerned illustration and cover proofs within 15 (fifteen) days from the date of execution of the agreement, or supply of manuscript, or cover design whichever is later. The corporation for taking out the proofs shall not give the printer any paper. In case the manuscript and cover design is supplied to the printer in piecemeal, complete final page proofs of the concerned parts along with all proofs of concerned illustrations shall be made available to the corporation at Raipur within 15 (fifteen) days from the date of execution of the agreement of supply of the concerned part whichever is later, failing which penalty will be imposed similar to the case where complete manuscript of the complete book has not been supplied. The printer shall supply final page proofs of complete book and illustrations and printed cover proof at a time and not in piecemeal failing which penalty will be imposed at the rate of 0.5% per day of the total printing charges of the concerned book till the actual date of proof submission for item (a) and in addition to this the extra time taken in submitting the proof will be deducted from the time given from the printing time, and/or (b) and 0.5% of printing charges for item (c) below: -

(C.1) Non-Submission of cover proof with the page proofs, delay in submission of final page proofs. (C.2) Non-submission of proofs with manuscript & (C.3) Submission of page proofs in piecemeal.

(vi) The printer shall have to incorporate in the proofs all the authorized corrections/deletions, if any before obtaining final print order.

#### **17. PENALTY FOR MISTAKES:**

In case of mistakes in the printing of books, the printer shall be liable to pay penalty at the rate of 1% of printing charges 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 paper security & the printer may be debarred for three years of allotment of work.

### **18. SUPPLY OF BOOKS:**

(i) The printer shall deliver at the depots of the corporation, 19 education district headquarters and 146 Block headquarters of the district of Chhattisgarh 50% of the ordered books within 30 (thirty) days, remaining 50% books within next 30 (thirty) days of the date of receipt of the print order. In case of minor print order (50,000 books or less) 100% due date will be taken as the date of supply.

(ii) The printer is allowed 15 (fifteen) days time for submission of final proofs if required by the corporation and there after 60 (Sixty) days of printing and supply of books from the date of receipt of print order. The C.G. Text-Book Corporation may extend the period/time for the supply of any installment of books if it is satisfied that the delay was caused or is likely to be caused by the circumstances beyond the control of the printer. However, such extension can only be considered if printer apply for the same in writing within due date for supply of Text Books.

(iii) Duration of supply of books will be upto 31<sup>st</sup> May 2007.

**19.** (i) In case of delay in supply of books at the depots/146 temporary depots (block) the printer shall be liable to pay penalty @ 1.0% (One Percent) per day of delay on the printing charges of books remains unsupplied for first 30 (thirty) days and thereafter at the rate of 1.5% (One and half percent ) per day of delay. The penalty may be imposed even if the delay in supply has not resulted into any financial loss to the corporation. However, C.G. Text-Book Corporation in his discretion may condone the delay on the printer's performance.

(ii) The printer shall submit a time schedule and the programme of the execution of the allotted work within 15 (fifteen) days from the date of print order in the Performa prescribed by the corporation.

(iii) If the progress of the work at any stage is so slow that the printer will not be able to do the work in time and the printing is not being done in accordance with the specifications laid down or/and if it is found that the printer has sublet any part of the work to any other party of which he is not the owner (excluding binding) or/and if the printer commits breaches of any clauses of the agreement, the C.G. Text-Book Corporation shall cancel the contract in full or part in and give the work to some other printer at the cost and risk of the defaulting printer. In the event of such cancellation, the security of the printer may be forfeited and the printer will not be entitled to any compensation on account of this cancellation.

20. No extra time will be given to the printer for printing of covers and it is implied that the covers have been printed and are already available with the printer.

### **21. MODE OF PACKING, DESPATCH AND DELIVERY OF BOOKS**

**(i) Packing:** The printer shall the books in stacks of 100/50/40/25 No. of books pack each wrapped in thick packing paper and put them into bundles duly, stitched in gunny cloth to carry quantities as given below for the different bulk of the books. **(Mode of packing & dispatch will be same if there is a variation of 10% + in number of pages ).**

<b>Sr.No.</b>	<b>Books upto no. of pages</b>	<b>No. of books to be pakced of the size 57.8×82</b>	<b>No. of books to be packed of the size</b>
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		<b>cms./16</b>	<b>57.8×82 cms/8</b>
1.	Below 200	400	200
2.	Above 200	200	100

or Bundle weight not more than 50 kg.

**(ii) (a) DESPATCH :**

The following details shall be written in bold letters on each bundle on the outside of bundle in indelible ink, to be dispatched to the various depots:

1. Title of the Book .....
2. No. of the scheme .....
3. Name of the printer .....
4. Printing year .....5. Date of Dispatch .....

(b) IN NO CASE BOOKS WILL BE DESPATCHED FREIGHT TO PAY "otherwise besides recovering the expenses which the depot may incur in taking delivery of the consignment, a penalty of Rs. 1000/- (One thousand only) may be imposed for each consignment by the Managing Director.

**(iii) (a) DELIVERY :**

The mode of transport shall be by trucks, door delivery. If, however, the printer delivers the books by any other means of transport, it shall be at his risk and cost and any expenditure if made, by the depot in obtaining possession of the books up to the depot shall be debited to the account of the printer.

(b) The date on which the books physically reach the depot, district headquarters & 146 block headquarters shall be deemed to be the date of delivery of the books by the printer at the depot, district headquarters & block headquarters. However, in special cases books can be called for by the Managing Director by passenger train and no extra charges will be paid in case of violation of any of the above conditions see clause of tender document 21 (i), (ii), (iii) the printer shall be liable to pay Rs. 20/- (Rupees Twenty only) per bundle as a penalty.

(c) All taxes, octroi duty and demurrage etc., incurred in respect of delivery of books, for whatever reason shall be borne by the printer.

(d) Packing, forwarding and transportation charges of books to be delivered to the depot of the corporation and 146 temporary depots (blocks) as directed, will be borne by the printer.

(e) 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.

**22.** (i) THE BOOKS SHALL BE DELIVERED AS PER DESPATCH INSTRUCTIONS OF THE CORPORATION otherwise a penalty up to a maximum of Rs. 1000/- (Rupees one thousand only) may be imposed on each such consignment by Managing Director, Besides this the ACTUAL DATE ON WHICH BOOKS REACH THE ORDERED DESTINATION SHALL BE THE DATE OF DELIVERY AND ALL the expenses incurred in dispatching such books shall also be recovered from the printer.

(ii) The printer has to obtain a **RELEASE ORDER** from the corporation just after completion of printing of book by submitting 05 samples of the printed books duly signed. Only after receiving the R.O. from the corporation the printer can start the delivery to the destination, as per the dispatch schedule, given by the corporation.

(iii) As per dispatch instruction, printer will deliver the printed books to all depots and block headquarters shown in dispatch instruction. The printer shall send 25 copies of the books of the first lot of printing to the Corporation's library and furnish the acknowledgement along with the first running bill.

(iv) The printer shall not print more than the ordered number of copies of the books. If it comes to the knowledge of the Corporation that the printer has printed more number of copies than ordered, the corporation shall confiscate such copies and also impose such penalty as the Corporation may deem fit and also take such action in law as the corporation is entitled to.

**23.** (i) The printer will return original design/illustrations/art pulls/ negatives/ positives, butter print etc., and cover designs supplied by the corporation in good condition within 30 (Thirty) days from the date of dispatch of the last lot of the books before final payment. In the event of any loss, damage or non-return and aforesaid, the Printer shall be liable to pay penalty at the rate of Rs. 200/- (Rupees two hundred only) per art pull/original design/illustration/other material and Rs. 1000/- (Rupees one thousand only) per negative/positive.

(ii) Similarly, the printer shall handover to the corporation all positives/negatives/ butter print etc., provided by the corporation or prepared by the printer before final payment as mentioned in Cl. 23 (i).

**24.** For computing printing charges, a form of less than 16 pages will not be treated as a full form and its charges will be allowed on proportionate basis i.e. actual number of pages printed vis-à-vis.

**25.** The printer shall ensure that he prints every form of a book and make out the maximum number of copies of the complete book from out of each lot of paper carried failing which, a penalty to the extent of Rs. 10,000/- (Rupees Ten Thousand only) may be imposed by the corporation.

**26.** (i) The printing must be of standard quality. The ink to be used for printing must be of good quality "Book Black". The face of the printed type must be sharp. Half-tone reproduction should contain all total details. There should be no scum/tint on the printed page.

(ii) The cover shall be so pasted stitched as to ensure that the illustrations, or other matter printed on the cover are exactly in the centre of the page.

(iii) While pasting the covers on the books the printer shall add adequate quantity of copper sulphate in the paste so that white ants, rats and other insects may not damage the books.

(iv) While wire stitching the printer shall take particular care that the stitch is as close to the spine as possible so that it may not conceal the reading matter of the page.

(v) Books shall stitch up to 128 pages saddle stitch (center stitched) with two staples along with cover, these of bulk above 128 pages will be side stitched with two staples and cover will be pasted on the book. Above 300 pages books will be section sewing and cover will be pasted on the book.

(vi) 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.

(vii) 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. 45000 per tone. The trimmed size for books are given below:

- (a) 57.8 cms × 82cms/16 13.5 cms ×20.0 cms
- (b) 57.8 cms × 82cms /8 20.0 cms ×27.0 cms

If the quality of the printing, binding/cover pasting, stitching, trimming etc., is found to be inferior or substandard the Corporation may impose at his discretion a penalty up to 10% of the value of allotted books including printing and paper charges. The penalty will be in addition to the penalties under other clauses.

**27.** In case some books are found un saleable on account of mistakes, bad printing or defective binding etc., the full price of such books shall be recovered from the bills of printer and the book shall not be returned to him. In case any suit or complaint is filed against the Corporation in appropriate forum/court for misprint, sub-standard workmanship of book, the printer shall be Liable for such consequences.

**28.** The entire book must be printed by offset printing process only.

**29.** The tenderer must also furnish the following information along with his tender in his covering letter:

(i) Whether he has been allotted/likely to be allotted printing work of any other Text-Book Corporation during the year for the session 2007-08.

(ii) If so the name of the corporation, the name of the book, size, number of pages and number of copies of the book to printed must be given.

(iii) If at any time, it is found that the tenderer has suppressed this information or has given incorrect information, suitable action, as may be deemed fit by the C.G. Text-Book Corporation, will be taken against him.

**30.** (i) The printer shall be bound to print the seal "निःशुल्क वितरणार्थ" in required number of the printing books under free distribution scheme as directed by the corporation.

(ii) Books printed under free distribution and Book Bank Scheme should be packed separately. The bundles packed under these schemes should be marked (x) in red ink.

(iii) Books printed under clause 30 (i) should be packed strictly in full conformity with clause 30 (ii), failing which all incidental charges borne by the corporation shall be recovered from the defaulting printer. An additional penalty of Rs. 10/- (Rupees Ten Only) per bundle shall also be imposed.

**31. (i) PAYMENTS:**

The printer will be eligible to claim payment up to 75% of the printing charges and 100% of the paper consumed after supplying the books and submitting the bill in triplicate duly filled in the prescribed form along with receipts from the depots and specimens sample of books. The bill should be pre-receipted. The first running bill shall be entertained only when the printer has supplied 30% of the allotted quantity of the books within stipulated time. However, if the allotted work is not found satisfactory in the discretion of the Corporation, then the corporation may withhold the release of the 75% payment also. If the books are not delivered by the printer in the respective depots as per dispatch instruction and time schedule given, penalty may be

imposed and recovery shall be made from the

Running payment as per norms of corporation.

(ii) No printer shall make any direct contact with the paper store/book store for reconciliation of any dues pertaining to unsettled paper account and/or any unsettled supplies of books. In the event such interferences are noticed, a serious view of the matter may be taken against the firm engaged in such interferences.

(iii) No printer shall make any direct contact with the staff of the administration and the accounts branch in regard to payments. They may, however, keep in touch with the officers of the technical/ business wings only. The printer may collect their cheques if and when ready in the finance section after producing appropriate authority letter and proper receipt.

(iv) Only the cost of paper deposited by the printer will be included in the bill for printing while claiming payment from the corporation. The proprietary right of the paper shall always remain with the corporation. Cheques will make the payment of bills to the printer. However, on specific request from the printer payment can be made by Bank Draft also but the Bank charges shall be borne by the printer.

(v) The Managing Director reserves the right to withheld remaining 2% of the printing charges claimed for a period of six months from the date of last supply of books as a safeguard against the printing and other defects which may be discovered later on.

**32.** The corporation reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever. Corporation also does not bind it self to accept the lowest tender.

**33.** The Corporation also reserves the right to allot work to more than one printer in any manner it may deem fit.

**34.** (i) The submission of this tender 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 tendered 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.

**35.** 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.

**36.** The printer will have to deposit as security the amount, which is 10% of printing cost and 100% of paper cost. Text-Book Corporation is not concerned and liable in any manner for the funds managed by the printer for this purpose and for the execution of printing work allotted to him by the corporation.

**37.** If unauthorized/ spurious copies of the books published by the corporation are found in the market or elsewhere, the corporation will take suitable legal action against the culprits. In such case the concerned press shall also bear the responsibility to take legal action against the defaulter press/party/offenders because the print line of the books carry the name of the printer which is also being misused.

**38.** If any dispute arise between the parties in respect of the agreement or breach thereof, except in respect of the matters on which the decision of the corporation is declared final, the same shall be referred to the Principal Secretary to the Government of Chhattisgarh, School Education Department, Raipur or his nominee for arbitration, whose decision thereon, shall be final and binding on the parties and all the provisions of the Arbitration and conciliation Act, 1996 shall apply to the proceedings before the Arbitration. 40. That before the execution of agreement, if any dispute arose between the parties, subject of jurisdiction will be Judicature of High Court of Chhattisgarh.

**MANAGING DIRECTOR**

**C.G TEXT-BOOK CORPORATION,**

**RAIPUR**

**Chhattisgarh Text Book Corporation, Raipur**

**TENDER FORM FOR PRINTING OF TEXTBOOKS WITH COVER FOR THE YEAR 2007-08**  
**SUBJECT TO ALL THE TERMS AND CONDITIONS ISSUED BY THE C.G. TEXT BOOK CORPORATION, RAIPUR**  
**(For a book size of 57.8 x 82 cms./8, 57.8 x 82 cms./16)**

For the books positives/negatives/butter prints/BLD will be supplied by the corporation and all changes or corrections will be done by the printer as directed in the manuscript

**LIST OF BOOKS TO BE PRINTED**

**(Cover - 140/160 GSM MG Glazed Cover Paper, Inner - 70 GSM Creamwove Water Mark Offset paper)**

**Hindi Medium Books and workbooks (class 1 to 8)**

SN	Name of the book & Class	Size	Actual Pages	Approximate No. of books to be printed	Colour Scheme
1.	समन्वित पाठ्यपुस्तक कक्षा-1	20x27	228	894300	4+4
2.	समन्वित पाठ्यपुस्तक कक्षा-2	20x27	288	772500	4+4
3.	समन्वित पाठ्यपुस्तक (हिन्दी + अंग्रेजी भाग-1) कक्षा-3	20x27	160	737200	4+4
4.	समन्वित पाठ्यपुस्तक (गणित+पर्यावरण भाग-2) कक्षा-3	20x27	180	737200	4+4
5.	समन्वित पाठ्यपुस्तक (हिन्दी + अंग्रेजी भाग-1) कक्षा-4	20x27	196	686700	4+4
6.	समन्वित पाठ्यपुस्तक (गणित+पर्यावरण भाग-2) कक्षा-4	20x27	268	686700	4+4
7.	समन्वित पाठ्यपुस्तक (हिन्दी + अंग्रेजी भाग-1) कक्षा-5	20x27	192	647400	4+4
8.	समन्वित पाठ्यपुस्तक (गणित+पर्यावरण भाग-2) कक्षा-5	20x27	240	647400	4+4
9.	भारती - 6	20x27	128	476200	4+4
10.	गणित-6	20x27	224	476200	4+4
11.	सामाजिक विज्ञान-6	20x27	192	476200	4+4
12.	संस्कृत-6	20x27	96	476200	4+4
13.	विज्ञान एवं प्रौद्योगिकी-6	20x27	164	476200	4+4
14.	अंग्रेजी-6	20x27	128	476200	4+4
15.	भारती-7	20x27	112	406700	4+4
16.	गणित-7	20x27	276	406700	4+4
17.	विज्ञान-7	20x27	176	406700	4+4
18.	सामाजिक विज्ञान-7	20x27	200	406700	4+4
19.	इंगलिश रीडर-7	20x27	88	406700	4+4
20.	सुरभि-7	20x27	88	406700	4+4
21.	बालभारती-8	20x27	112	377300	4+4
22.	गणित-8	20x27	216	377300	4+4

23.	विज्ञान (12)– 8	20x27	216	377300	4+4
24.	सामाजिक विज्ञान–8 (इतिहास)	20x27	144	377300	4+4
25.	सा0 वि0–8 (नागरिक शास्त्र)	20x27	80	377300	4+4
26.	सामाजिक विज्ञान–8 (भूगोल)	20x27	96	377300	4+4
27.	इंग्लिश रीडर–8	20x27	104	377300	4+4
28.	सहायक वाचन–8	20x27	88	377300	4+4
29.	संस्कृत–8	20x27	72	377300	4+4
<b>Hindi Medium Books (class 9 to 10)</b>					
1	अंग्रेजी रीडर –9	20x27	64	152250	
2	हिन्दी विशिष्ट –9	20x27	80	167782	
3	गणित –9	20x27	208	188003	
4	विज्ञान –9	20x27	188	187975	
5	पर्यावरण अध्ययन–9	20x27	100	262500	
6	सामाजिक विज्ञान–9	20x27	208	144900	
7	संस्कृत–9	20x27	64	158550	
8	हिन्दी विशिष्ट –10	20x27	144	252611	
9	गणित –10	20x27	176	210000	
10	विज्ञान –10	20x27	182	210000	
11	अंग्रेजी रीडर –10	20x27	80	256878	
12	संस्कृत–10	20x27	64	245056	
13	सामाजिक विज्ञान –10	20x27	212	210000	
14	पर्यावरण अध्ययन–10	20x27	89	262500	
<b>Hindi Medium Books (class 11 to 12th)</b>					
1	पर्यावरण–11	20x27	136	158000	
2	गृह प्रबंध एवं पोषण – 11	20x27	221	900	
3	मातृकला – 11	20x27	265	900	
4	पुस्तपालन एवं लेखाकर्म – 11	20x27	412	10500	
5	फसलोंत्पादन एवं उद्यान शास्त्र–11	20x27	164	6000	
6	व्यावहारिक अर्थशास्त्र एवं वाणिज्यिक भूगोल – 12	20x27	295	10500	
7	इतिहास – 11	20x27	455	10500	
8	राजनीति विज्ञान – 11	20x27	256	10500	
9	वाणिज्य एवं प्रबंध के मूल तत्व – 11	20x27	232	10500	

10	भौतिक शास्त्र-11	20x27	418	20000	
11	जीव विज्ञान-11	20x27	354	20000	
12	व्यावहारिक अर्थशास्त्र एवं वाणिज्यिक भूगोल - 11	20x27	430	10500	
13	भूगोल-11	20x27	358	10500	
14	विज्ञान के तत्व - 12	20x27	224	900	
15	गणित-11	20x27	544	20000	
16	फसलोंत्पादन एवं उद्यान शास्त्र - 12	20x27	148	6000	
17	विज्ञान के तत्व - 11	20x27	155	900	
18	जीव विज्ञान-12	20x27	355	20000	
19	आहार एवं पोषण - 12	20x27	171	1000	
20	भौतिक शास्त्र-12	20x27	525	20000	
21	रसायन शास्त्र - 12	20x27	400	20000	
22	अर्थशास्त्र-12	20x27	288	10500	
23	बहीखाता एवं लेखाकर्म - 12	20x27	408	10500	
24	वाणिज्य एवं प्रबंध के मूल तत्व - 12	20x27	435	10500	
25	राजनीति विज्ञान-12	20x27	268	10500	
26	गणित -12	20x27	540	20000	
<b>English Medium Books (class 1 to 8)</b>					
1	इंटीग्रेटेड टैक्स्ट-बुक-1	20x27	152	15000	4+4
2	इंटीग्रेटेड टैक्स्ट-बुक-2	20x27	220	15000	4+4
3	इंटीग्रेटेड टैक्स्ट-बुक-3	20x27	224	15000	4+4
4	इंटीग्रेटेड टैक्स्ट-बुक-3	20x27	256	15000	4+4
5	इंटीग्रेटेड टैक्स्ट-बुक-4	20x27	100	15000	4+4
6	इंटीग्रेटेड टैक्स्ट-बुक-4	20x27	264	15000	4+4
7	इंटीग्रेटेड टैक्स्ट-बुक-5	20x27	212	15000	4+4
8	इंटीग्रेटेड टैक्स्ट-बुक-5	20x27	272	15000	4+4
9	स्पेशल सीरिज - 6	20x27	94	15000	4+4
10	सोशल साईंस - 6	20x27	249	15000	4+4
11	मैथ्स - 6	20x27	184	15000	4+4
12	साईंस - 6	20x27	156	15000	4+4
13	स्पेशल सीरिज - 7	20x27	108	15000	4+4
14	साईंस - 7	20x27	194	15000	4+4
15	सोशल साईंस - 7	20x27	216	15000	4+4

16	मैथ्स – 7	<b>20x27</b>	188	15000	4+4
17	स्पेशल सीरिज – 8	<b>20x27</b>	134	15000	4+4
18	साईंस – 8	<b>20x27</b>	212	15000	4+4
19	हिस्ट्री – 8	<b>20x27</b>	128	15000	4+4
20	जॉग्रफी – 8	<b>20x27</b>	132	15000	4+4
21	सिबिक्स – 8	<b>20x27</b>	88	15000	4+4
22	सप्लीमेंट्री रीडर – 8	<b>20x27</b>	104	15000	4+4
23	मैथ्स – 8	<b>20x27</b>	156	15000	4+4

**English Medium Books (class 9 to 10)**

1	साईंस – 9	<b>20x27</b>	184	15000	4+4
2	सोशल साईंस –9	<b>20x27</b>	192	15000	4+4
3	मैथामैटिक्स-9	<b>20x27</b>	208	15000	4+4
4	सोशल साईंस –10	<b>20x27</b>	192	15000	4+4
5	मैथामैटिक्स-10	<b>20x27</b>	168	15000	4+4
6	साईंस-10	<b>20x27</b>	200	15000	4+4

**List of Work Books to be Printed****(Cover – 140/160 GSM MG Glazed Cover Paper, Inner – 70 GSM Creamwove Water Mark Offset paper)**

SN	Name of the book & Class	Class	Actual Pages	Approximate Total No. of student	Colour Scheme
1	समेकित अभ्यास पुस्तिका (भारती+अंग्रेजी)	3	144	737200	Singal Colour
2	समेकित अभ्यास पुस्तिका (गणित+पर्यावरण अध्ययन)	3	104	737200	--'--
3	समेकित अभ्यास पुस्तिका (भारती+अंग्रेजी)	4	104	686700	--'--
4	समेकित अभ्यास पुस्तिका (गणित+पर्यावरण अध्ययन)	4	144	686700	--'--
5	समेकित अभ्यास पुस्तिका (भारती+अंग्रेजी)	5	144	647400	--'--
6	समेकित अभ्यास पुस्तिका (गणित+पर्यावरण अध्ययन)	5	104	647400	--'--

### Rate List for the Books

(Rates should be quoted as per annexure 1 & 2 for 146 Blocks headquarters situated in Chhattisgarh State. on Door Delivery Basis)

S. No.	Qty	Rate should be quoted per forme in paise upto two decimal point for size 57.8x82/16 and 57.8x82/8		Rate should be quoted per forme in paise upto two decimal point for size 57.8x82/16 and 57.8x82/8	
		Singal Colour Printing		Four Colour Printing	
		In Figures	In Words	In Figures	In Words
1-	Upto 10,000				
2-	upto 50,000				
3-	upto 1,00,000				
4-	1,00,000-500,000				
5-	Above 5,00,000				

### Rate List for the Books

(Rates should be quoted as per annexure 1 & 2 for 6 Depot situated in Chhattisgarh State. on Door Delivery Basis)

S. No.	Qty	Rate should be quoted per forme in paise upto two decimal point for size 57.8x82/16 and 57.8x82/8		Rate should be quoted per forme in paise upto two decimal point for size 57.8x82/16 and 57.8x82/8	
		Singal Colour Printing		Four Colour Printing	
		In Figures	In Words	In Figures	In Words
1.	Upto 10,000				
2.	upto 50,000				
3.	upto 1,00,000				
4.	1,00,000-500,000				
5.	Above 5,00,000				

Signature of the Tenderer with the seal

