



Chhattisgarh Text Book Corporation Raipur
2nd Floor, Haribhumi Press Premises, Dhamtari Road, Tikrapara,
Raipur, Chhattisgarh - 492001
TEL. NO. + 91 - 771 - 2422151, 2421531
Fax. No. + 91 - 771 - 4019339

SECOND (WITH AMMENDMENT) TENDER FOR

**Printing, Binding and Distribution
of Textbooks**

**(with paper and without paper)
(On all India basis)**

For the year 2011-2012

TECHNICAL TENDER
(Form 'A')

Tender Notice No. P-3/2011-12 Date. 08-09-2010

Cost of Tender Form : Rs. 1000/-



CHHATTISGARH TEXT BOOK CORPORATION, RIAPUR

IMPORTANT INSTRUCTION FOR THE TENDERER

1. All tenderer should have to produced original document at the time of technical tender opening on 08/09/10.

- (i) Audited balance sheet for last 3 years for web turn over more than 50 lacs.
- (ii) For sheet fed turn over more than 20 lac.
- (iii) PAN Card / TIN number
- (iv) Partnership deed (if partnership firm).
- (v) Audited balance sheet of partnership firm.
- (vi) Certificate of Factory Registration / Shop Act. license.
- (vii) Performance Certificate.
- (viii) Certificate of Partnership Registration.
- (ix) Original Bill of WEB OFFSET Machine with cut off size.
- (x) Original Bill of SHEET FED OFFSET Machine.
- (xi) Original Bill of Perfect Binding Machine.
- (xii) Bill of Cutting Machine & Wire Stitching Machine.
- (xiii) Original Bill of Electricity.
- (xiv) Power of Attorney issued in the name of tenderer official.
- (xv) If space is on rental basis submit agreement copy.
- (xvi) If space is owned - separate land registry paper of each firm.

Note:- Black listed firm in any Government/ Semi government/ Autonomous body or State Government need not to participate in the tender.



7. Last Date and Place : **08-09-2010 up to 3.00 p.m.**
 of submission of tender : Place : Office of the Managing Director, Chhattisgarh
 Textbook Corporation Raipur 2nd Floor, Haribhumi Press
 Premises, Dhamtari Road, Tikrapara, Raipur, Chhattisgarh.

8. Total quantity offered. :
 (Total quantity the tenderer
 intends to complete
within 60 days.)
 (Please state the firm
 commitment in terms of
 number of copies upto 128 pages
 Centre Stitchng/side Stitching and
 more than 128 pages Perfect
 Binding.

No. of colours	No. of copies Centre Stitching upto 128 pages	No. of copies Up to 128 pages side Stitching	More than 128 pages in Perfect Binding
Single Col.			
2 Col.			
4 Col.			

9. Period of Supply : **60 days from issue of PRINT ORDER.**

10. Period of Validity of Offer : One year.

11. Statutory permissions :
 required for running a
 printing press.

(a) The Factories Act 1948 : Registration No. Date

OR

(a) Shops & Establishments : Registration No. Date
 Act 1948 or / relevant
 State Act

12. Is your firm registered
 under following Acts ?
 If so, please furnish details :

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

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

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

(d) A sole proprietary :
 printing press. :



13. Printing Machinery :

(a) **Sheet-fed Offset**

Size	Make	Year	No. of Colours	Nos.

(Attach separate list, if necessary)

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

	M/C No.1	M/C No.2	M/C No.3	M/C No.4	M/C No.5
(1) Make					
(2) Year					
(3) No. of Colours					
(4) Speed per hr.					
(5) Width					
(6) Any other					

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

(c) **Horse power required to run the machine.**

(d) **Number of persons employed directly or indirectly in your printing press.**

14. Printing capacity per day.

No. of Cols.	No. of Impressions		
	24" × 34"	17" × 24"	578 mm web
Single Col.			
Two Col.			
Four Col.			

15. (a) Nature of Binding machines owned by the tenderer (enclose layout plan with original bill of machine.)



(b) **Binding Machinery :**

Binding Machinery	Make	Size	No. of Machines	Automated/ Manual	No. of Gathering Stations	Speed per hour
Folding 16 pp/32 pp						
Centre Stitching						
Cutting Machines						
Gathering Machines						
Perfect Binding						
Hot Lamination Machines						
Other Machines						

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

16. State your binding capacity : No. of Books
 per day in terms of books
 Centre Stitching/Side Stitching
 128 pages books Perfect Binding
- (a) Upto 4 forms of 16 pages :
- (b) 5 or more forms of 16 pages :
- Perfect Binding

17. Please indicate firm commitment as to how much binding capacity : No. of copies of Centre Stitching books per day.
 Corporation's work by your bindery No. of copies of Perfect Binding books per day.

18. **(a) Minimum space required in the press for each separate unit as under :**

<u>Particulars</u>	<u>1 unit</u>	<u>2nd unit</u>	<u>3rd unit</u>	<u>Others</u>
<u>(space available in the press)</u>				
• <u>For paper storage – 5000 sq.ft.</u> <u>(fully covered area protected from fire/press)</u> <u>water, dust etc.)</u>	-		
• <u>For machine operating – 3000 sq.ft.</u>	-		
• <u>5000 sq. ft. for printed forms storage, book storage, and book binding.</u>	-		



19. Printers has to submit following :

- (a) **Current month electricity bill of each unit.**
(b) **If space is rented – agreement copy of each separate unit.**
(c) **If space is owned – separate land registry paper of separate unit.**

20. (a) Complete insurance particulars :
for insurance of the premises
and stock against theft, fire,
burglary etc.

(b) State whether Corporation's :
material and goods viz. paper, printed
material etc. would be covered
by insurance ?

21. Name and Address of your :
Bankers stating the name in
which the account stands and
notify change, if any, effected.

22. Are you doing textbook printing
work for Textbook Corporation
of any State in India. If yes,

(a) For which State/States

(b) Since when

(c) How many copies you have
printed in academic year 2008-09, 2009-10, 2010-11

(d) Please obtain Performance certificate from Textbook Corporation, where you are doing
printing work and enclosed with tender form.

- :: DECLARATION :: -

I S/O Shri
proprietor / partner / (Name of Firm) here by declare
that the information given in this form is correct and true and if any information is
found to be untrue or false, the tender is liable to be rejected.

I also solemnly declare any information above is found untrue / false but the order
has been placed on the basis of above information, the corporation is at liberty to
cancel the order.

Date :
Place :
Tenderer's Official Signatory
Name and Designation with Rubber Stamp
or Official Seal of the Firm



ENCLOSURE TO FORM 'A'
(Technical Tender)

IMPORTANT INSTRUCTIONS TO THE TENDERERS

For Printing, Binding and Distribution of Textbooks

- (1) Printers registered in C.G. Text Book Corporation, Raipur who are having their own printing machines and binding machines (complete printing and binding setup) for printing and binding minimum Two Lac copies of a book upto 128 pages of Centre Stitching and/ or One Lac copies of a book of more than 128 pages of Perfect Binding per month are eligible to submit the tender.

The Corporation shall have the right to verify printing and binding capacity of the tenderer / printer if necessary.

- Note:- (a) For web offset printing cut-off size of machine strictly 578mm, those who are not having 578mm cut-off web offset machine need not to participate in the tender and associated or leaged firm will not be entertained for this tender, they need not to participate in tender.

(b) Printers who are having more then 1 unit. - complete ptg. Binding set up in their each separate unit, like ptg. Machine, perfect binding machine, cutting machine, wire stitching machine can participate in this Tender.

- (2) **The tendering shall be by three envelope system i. e. one envelope with 'Technical Tender' (Form 'A') and the second envelope with 'Commercial Tender' (Form 'B' without paper printing rate) and third envelope with 'Commercial Tender' (Form 'C' with paper printing rate) The tender shall be submitted in prescribed forms and completed in all respects.**

The tender form should be filled legibly in ink or typed and sealed at both the ends in a cover superscribed with the words in ink or typed 'Tender for Printing and Binding of Textbooks'. The envelope should be sent so as to reach the office of the Managing Director, Chhattisgarh Textbook Corporation Raipur before the time and by the date fixed for the submission of the tender.

- (3) Tender shall be submitted in prescribed form only and completed in all respects. **Incomplete tender will be rejected. Tender form is non-transferable.**

- (a) **The offer shall be quoted both in words and figures in the "Rate cards offered by the Tenderer in rate card Annexure 'D' & 'E' for without paper and Annexure "F" and "G" for with paper. In case of discrepancy between offer quoted in words and in figures, the offer in words will be treated as the correct offer of the tenderer and the rates quoted will be inclusive of printing, binding, transporting and inclusive of all taxes lavied / laviabile by the state government / central government / local bodies and no separate event will be made for any tax.**



- (b) Annexure “C” (without paper rate) enclosed with the commercial tender (Form ‘B’) is a statementshowing the Basic Rates inclusive of all taxes for various categories in printing and binding. The tenderer has to quote his offer for any one or more slabs or for all slabs, (The details of slabs are given in Annexure “D” & “E” enclosed with commercial tender form ‘B’ for without paper printing and Annexure ‘F’ and ‘G’ enclosed with commercial form ‘C’ for with paper printing.

The tenderers having capacity for Web Printing only should quote their offers in Annexure “D” and “F”. Tenderers having capacity for printing by both process i.e. sheet-fed offset and web offset may quote their offer in all rate cards.

- (c) The tenderer has to quote his offer according to the as per their capacity in Web and Sheetfed.

- (4) (i) A demand draft of Rs. 5,00,000/- for Web/Reel ptg. and Rs. 1,00,000.00 for sheet feed printing (If tenderer quotes rate for both Reel and Sheet ptg. have to attached DD of Rs. 5 lac + 1 lac = 6 lacs) which the offer is quoted as Earnest Money Deposit drawn on any Nationalised / Scheduled bank payable at Raipur in favour of ‘Managing Director, Chhattisgarh Textbook Corporation Raipur’. The demand draft towards earnest money should be submitted in a separate envelope marked E.M.D. and kept in the envelope of ‘Technical Tender’ (Form ‘A’). D.D. drawn on other than Nationalised / Scheduled bank will not be accepted. Cheque will not be accepted. Tenders without earnest money or inadequate amount of Earnest Money shall be rejected on the spot at the time of opening of tender. Refund of Earnest Money/Security Deposit due from Corporation against previous transaction, if any, will not be considered for this tender.
- (ii) The earnest money deposit will be forfeited, if the tenderer fails to execute the contract after acceptance of his offers.
- (iii) A Tenderer may submit a tender form, for the one or more slabs as per Annexure “D”, “E” for without paper printing and “F” and “G” for with paper printing enclosed.

The rates quoted will be inclusive of printing, binding, transporting and inclusive of all taxes lavied / laviabale by the state government / central government / local bodies and no separate event will be made for any tax.

- (5) Following documents should be enclosed with Tender :-

- (i) Earnest Money Deposit (EMD).
- (ii) If the tenderer is partnership firm or a registered business the partnership deed and certificate of registration be submitted attested neat and ligious photocopy of the above. Audited balance sheet of partnership firm is to be submitted with the tender



form.

- (iv) Attested copy of Valid Factory Registration of the Printing Unit.

OR

Shop Act.

- (v) Attested copy of PAN Card.

- (vi) Performance certificate of the any Textbook Corporation

where you worked in the year 2008-09, 2009-10, 2010-11

- (6) Validity fo the offer should be one year. Tenders bearing validity less than one year are liable to be rejected.

- (7) OFFERS REGARDING RATES SHOULD NOT BE QUOTED IN THE TECHNICAL TENDER IN FORM 'A'. IT SHOULD BE QUOTED IN THE COMMERCIAL TENDER IN **FORM 'B' FOR WITHOUT PAPER PRINTING AND "C" FOR WITH PAPER PRINTING ONLY**, WHICH IS TO BE ENCLOSED IN SEPARATE ENVELOPE, DULY SEALED.

- (8) Tenderer to furnish Audited balance sheet to justify the turn over of more than Rupees 50 lac per year of last 3 years. for Web Printing and Rupees 20 lacs per year of last 3 years for Sheet fed Printing.

- (9) **Tenderer has to submit 03 (three) envelops "A" "B" "C" with prominently superscribed as-**

Envelop "A" - TECHNICAL TENDER

Envelop "B" - COMMERCIAL TENDER FOR WITHOUT PAPER PRINTING

Envelop "C" - COMMERCIAL TENDER FOR WITH PAPER PRINTING

The Tenderer should also write the name and full address of the press on all three envelopes.

- (10) (i) **The last date and time for the receipt of tenders in the Coporation's office at 'C.G. T.B.C.', Raipur is 08-09-2010 upto 2.00 p.m. The tenders received there after shall not be considered on any ground.**

(ii) **Technical Tender 'A' will be opened on 08-09-2010 at 3 p.m.. The commercial Tender required in form 'B' and 'C' will be opened on 15-09-2010 at 3 p.m. whose technical tenders are found acceptable after scrutiny.**

(iii) **The tenderer must furnish information about mode of transportation for dispatch of finished books to 146 block/19 Depot/Dist. Head Quartes as desired by the Corporation..**

- (11) There should not be any overwriting and erasures in filling up of the tender form. Mistakes, if any, may be scored out and neatly written and duly attested by the signatory.

- (12) The right to accept or reject any tender or all tenders (Fully/Partly) without assigning any reason is reserved by the Managing Director of the Corporation.

- (13) Any dispute related to this tender and arising out of terms and conditions thereof, will be subject to Raipur judicial jurisdiction only.



TERMS AND CONDITION FOR TEXT BOOK PRINTING (WITH PAPER) TENDER
FOR ACADEMICA YEAR 2011-12

1. Undertaking is essential for bidder. The bidder must submit the undertaking in enclosed proforma from the Reputed Paper Mills as per given specification along with certified samples of paper & test report from the Govt./authorised Lab. Of the Mill. Only such bids will be treated as responsive; otherwise the firm will be treated as unqualified.
2. Corporation reserves the right for final rate negotiation.
3. Within seven(7) days of issue of the contract form, the successful bidder shall sign and date the contract and positively return it personally to the Corporation and also deposit the performance security for an amount of 10% of the contract value. The performance security should be paid by demand draft, or FDR or in bank guarantee form in favour of Managing Director C.G. TBC, Raipur, failing which a penalty @ Rs. 5000-00 per day for the next three days will be imposed, otherwise action as deemed fit by the Managing Director including forfeiture of the earnest money or also black listing the firm and to assign the job to the next eligible and willing firm or also to enhance the amount of penalty can be taken and such order of the Managing Director will be final and binding upon the firm.
4. If in any case it is found that a firm has tried to cheat the Corporation by using sub-standard paper or any other material intentionally or in any other way, such cases will also be treated with in the ambit of fraudulent practices, and penalty is to be imposed as under -
 - i) For use of prescribed Text paper but exceeding the permissible tolerance of the substance i.e. ± 2.5 % and other paramiters given in paper specification in case of text paper (as laid down by B.I.S.) the deduction from the bill of the printer shall be made on the basis of the cost of the less consumed paper taking into account the total of less grammage and permissible tolerance on total number of books received of the concerned title.
 - ii) If it is found that a printer has used unprescribed/substandard text paper, the whole supply will be rejected by the Managing Director and the printer will have to re-supply the books free of cost within



10 days or within the time period as prescribed by the Managing Director, failing which the Managing Director reserves the right to forfeit the performance security and black-list the firm, besides imposition of any other penalty as deemed by him.

- iii) In case of delay in supply of books at the depots the printer shall be liable to pay penalty @ 1.0% (one percent) of delay of the printing charges of books remains unsupplied per day for first 15 (fifteen) days and thereafter @ 1.5% (one and half percent) per day of delay. If the delay is more than 30 days the printing security deposit of the printer may be forfeited & the printer may also be debarred from participation for 3 (three) years for any tender issued by the 'corporation'. The remaining printing work may be allotted to other printer at the risk and cost of the defaulting printer. The penalty may be imposed even if the delay in supply has not resulted into any financial loss to the Corporation. However, Managing Director at his discretion may condone the delay.
- iv) 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 upto 10% of the printing charges. This penalty will be in addition to the penalties under other clauses.

5. **Any point not covered under the terms & conditions of the tender** - For any point not covered under the provision of the tender, the Managing Director of the Corporation shall be final competent authority, whose orders in this regard shall be final and binding upon the bidders.
6. Bidding printers/authorised representatives are required to submit undertaking in enclosed proforma from the reputed paper manufacturer and supplier.
7. "Printing Offset" Text Paper IS 1848 : 2007 (amended up to date) of 70 GSM Creamwove water mark paper (ISI Mark, BIS - Type A) with watermark (at every 8") of the Mill (Manufactured from pulp containing not less then 60% by mass of pulp made from materials others then bamboo, hard wood, soft wood and reed) by mills having minimum daily production of 100 M.T. and the mills having automatic grammage control system to be used. Text Paper must conform to all BIS parameters/specifications. Proof of purchase of paper must be attached with the bills.



**SPECIFICATION FOR 70 G.S.M. CREAMWOVE WATER MARK
OFFSET PRINTING PAPER**

1. Quality of the paper : (Please refer 12 (ii) of terms and conditionalso)

(i) Nomenclature: Water Mark Offset Printing paper. As per IS 1848: 2007 with latest amendments

(ii) GSM	70
(iii) Mechanical pulp (max)	20%
(iv) PH	5.5 to 7.5
(v) Tensile index (min) MD	30 , CD 20
(vi) Opacity (Min.)	80
(vii) Cobb 60 (Max.)	25
(viii) Waxpick	No pick on 7A
(ix) Brightness (Min.)	72
(x) Smoothness, Bendtsen ml/min. (max.)	200
(xi) Tear Index(Min.)	CD 4.0 , MD 3.5
(xii) Paper must be specks	free
(xiii) Winding of reels must be	proper
(xiv) Variation allowed for average GSM of 10 samples will be 3% for single sample	5%

2. Hand and Visual Test: The writing and printing paper shall be of uniform formation, evenly finished, printability, static charge rattling, shed, ink absorbency and generally free from specks, holes and other blemishes.

3. Packing & Marking Packing shall be in full conformity with the specifications.

8. All the bidders are required to attach 10 (ten) A-3 size of samples of Text Paper to be used in the printing of books with the Technical Bids. These samples should be certified by the concerned reputed mills. Each sample of paper must also be duly stamped and signed indicating : (a) the firm's name and address along with manufacturer mark (b) description/all specifications of paper as laid down by the Bureau of Indian Standards. R & D Lab. Test Report, ISI certificate of Mills is also to be attached with the samples for adjudging the quality of the product in physical appearance and these samples will form the basis for evaluating the Technical Bid and for the purpose of lab tests of the finished material at the cost of Bidders at a later stage and for the purpose of making the payments. Before making the final payment Corporation may also seek confirmation from the concerned paper mill by sending these samples, other sample drawn during work in progress and the finished goods so as to ensure the correct and prescribed use of Text and Cover Paper by the printer. No printer



in any case will use the text and cover paper other than the samples submitted by its firm and approved by the Corporation without the prior permission of the Managing Director of the Corporation otherwise a very serious view by treating the matter under fraudulent practices can be taken.

9. Inspections and Tests

- i) The Corporation reserves its right to inspect the prescribed material such as text or any other materials at any time after placement of order and during the work in progress and may ask for the purchase vouchers and the orders placed with the relevant material manufacturing firms and their relevant documents.
- ii) The inspections of paper/books under print may be conducted by the officers of the Corporation in the premises of the supplier, at point of delivery and/or at the final destination of the goods. If conducted on the premises of the supplier, all reasonable facilities and assistance, shall have to be furnished to the staff at no charge to the Corporation and in case of non assistance of the firm and/or failure of the firm in having arranged the text paper after 25 days from the placement of the order a penalty @ Rs. 5000/- per visit shall be imposed. Normally the inspection will be conducted maximum two times.
- iii) If at any stage any inspected Goods fail to conform to the specifications, the Corporation has the every right to reject them and ask the Supplier to either replace the rejected goods or make all alterations necessary to meet specification requirements free of cost to the Corporation, Within a period of 10 (ten) days of intimating such rejection or within the period as specified by the Managing Director and the Corporation will have also the every right to punish the firm in accordance with the provisions of tender, law or as deemed fit by the Managing Director, in addition to replacement of the defective Goods.
- iv) The Corporation's reserves the right to inspect, wherever necessary, reject the Goods after the Goods' arrival at the final destination shall in no way be limited or waived by reason of the Goods having previously been inspected, and passed by the Corporation or its representative prior to the Goods dispatch from the place of Supplier.
- v) The Corporation reserves the right to inspect at the premises of the Supplier any time where the paper is stored to ascertain the use of prescribed paper and the Corporation shall have also the right to check the documentary record of the firm.
- vi) Corporation may take samples of finished/unfinished book/books at random for technical test checking and may get it tested in all re-



spects from any reputed lab/labs. The supplier will bear the cost of such lab tests.

- vii) In addition the samples of paper provided by the printer with the technical bid and the paper used in the printing of books will be sent to the concerned Mill as well as to the paper laboratory/ies for confirmation regarding the specifications/parameters of paper at the cost of the concerned printer.
- viii) The printer will have to submit ten leaves in A-3 size each of text paper and cover paper bearing the complete parameters/specifications of the paper and duly stamped, dated & signed along with copy of paper purchase invoice/bills etc. before start of printing of books.
- ix) It is mandatory for all the firms to maintain a separate register from the date of receipt of consignment of the paper with regard to the paper account pertaining to the books ordered by the Corporation.

10. Taxes and Duties - The suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Corporation, However, Sales Tax/VAT (not surcharge in lieu of Sales tax) in respect of the transaction between the Corporation and the Supplier shall be payable extra, if so stipulated in the Notification of Award/Contract.

11. Paper Quality -

- i) For use of prescribed Text paper but exceeding the permissible tolerance of the substance i.e. ± 2.5 % and other parameters given in paper specification in case of text paper (as laid down by B.I.S.) the deduction from the bill of the printer shall be made on the basis of the cost of the less consumed paper taking into account the total of less grammage and permissible tolerance on total number of books received of the concerned title.
- ii) If it is found that a printer has used unprescribed/substandard text/cover paper, the whole supply will be rejected by the Managing Director and the printer will have to resupply the books free of cost within 10 days or within the time period as prescribed by the Managing Director failing which the Managing Director reserves the right to forfeit the performance security and black list the firm, besides imposition of any other penalty as deemed by him.

12. No any basic rates provided by the corporation for the with paper printing, printers has offer/quote their own rates on rate cards Annexure 'F' and 'G' for with paper printing.



13. Corporation is inviting rates for printing of book with paper (Paper owned by printer) and without paper (Paper owned by Corporation). Corporation reserves the right to carried out printing work of textbook either with paper or without paper.
14. Corporation will provide 230 GSM Coated Cover Paper for text book cover, hence rate must be quote in 8 page form (excluding Cover Paper)

MANUFACTURER'S UNDERTAKING

No.....dated.....

Dear Sir,

I/We(Name of the Mill), Who are ISI certified, established and reputed manufacturers of(name and discription of goods offered) having manufacturing unit at(address of Regd. Office) and are manufacturing the prescribed paper as per specifications of the tender advertised by the Chhattisgarh Text Book Corporation, Raipur for printing and supply of Books for the Academic Session 2011-12. Our minimum daily production is 100 M. T. (since last three financial years excise clearance certificates enclosed) and we have got automatic grammage system in our Mill and we do hereby authorize M/s.....(Name and address of Agent) to submit a bid, and sign the contract with you for the goods manufactured by us against the above tender.

M/s.....are herby authorized to bid and we are in contract for the above goods to be manufactured by us, against this specific tender. Accordingly we are hereby issuing to the aforesaid firm, ten sheets each of the certified samples of the prescribed text and cover paper, alongwith lab test report of the Mill (and also ISI certificate of the Mill) for its further submission by the firm to the Corpora-tion and for approval of these samples.

We both the manufacturers/firms hereby legally bound ourselves and extent our full guarantee and warranty as per Clause 13 of the Conditions of Contract for supply of the goods and services offered by the above firm as well as by us against this tender.

DA : as above

Yours faithfully,

(Counter signatures of the
authorised signatory of the
bidding firm)

(Signatures of the Authorised signatory
(Name of manufacturers)

Note - This document should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to legally bind the manufacturer and the bidder. It should be included by the Bidder in its bid along with the Lab. Test reports and the certified samples of paper etc. as detailed above.



Pro-forma for Weekly Progressive Report

To be essentially submitted by the printer weekly i.e. each Monday through fax and by post -

Name of the Printer _____

Dispatch No. _____ dated _____

Order No. _____ dated _____

1. Regarding Purchase of Paper

Sr. No.	Class	Name of the Title to be printed	Quantity ordered	Date of Purchase order with the Mill	Date of receipt of paper

2. Regarding Printing

Sr. No.	Name of the Title	Quantity	Whether all text pages printed, if not No. of pending titles	Whether all title cover pages printed, if not No. of pending titles No. of complete books ready for delivery	No. of incomplete books	Expected date of completion of job including delivery

3. Depot-wise delivery chart regarding supply of books at the Text Book Sales Depot's

Sr. No.	Name of Text Book Sales Depot's	Name of the Title	Total Quantity to be supplied	Quantity supplied	Balance Quantity to be supplied

Date _____

Signature

Name of the Printer _____

Address _____



**शिक्षा सत्र 2011-12 हेतु कक्षा 1 से 8 हिन्दी माध्यम की
अनुमानित पुस्तक संख्या**

क.	पुस्तक व कक्षा का नाम	अनुमानित पृष्ठसंख्या	कुल अनुमानित पुस्तक संख्या
1	समेकित पाठ्यपुस्तक कक्षा-1	232	929723
2	समेकित पाठ्यपुस्तक कक्षा-2	288	844191
3	समेकित पाठ्यपुस्तक (भारती+अंग्रेजी) भाग-1 कक्षा - 3	248	783152
4	समेकित पाठ्यपुस्तक (गणित+पर्या.) भाग-2 कक्षा - 3	272	781052
5	समेकित पाठ्यपुस्तक (भारती+अंग्रेजी) भाग-1 कक्षा - 4	276	712062
6	समेकित पाठ्यपुस्तक (गणित+पर्या.) भाग-2 कक्षा - 4	264	712062
7	समेकित पाठ्यपुस्तक (भारती+अंग्रेजी) भाग-1 कक्षा - 5	192	623727
8	समेकित पाठ्यपुस्तक (गणित+पर्या.) भाग-2 कक्षा - 5	240	624147
9	भारती - 6	128	583412
10	गणित-6	224	573857
11	विज्ञान एवं प्रौद्योगिकी-6	164	579422
12	सामाजिक विज्ञान-6	188	572387
13	संस्कृत-6	128	587612
14	अंग्रेजी-6	96	578162
15	भारती-7	160	500905
16	गणित-7	272	508255
17	विज्ञान-7	184	501640
18	सामाजिक विज्ञान-7	200	505315
19	संस्कृत-7	80	506260
20	अंग्रेजी-7	176	496390
21	बालभारती-8	160	504737
22	गणित-8	244	504737
23	विज्ञान - 8	218	504737
24	सामाजिक विज्ञान-8	196	504737
25	सहायक वाचन-8	88	470612
26	संस्कृत-8	228	504737
27	इंगलिश रीडर-8	114	504737



शिक्षा सत्र 2011-12 हेतु कक्षा 9 से 12 हिन्दी माध्यम की अनुमानित पुस्तक संख्या

क्र०	पुस्तक का नाम	अनुमानित पृष्ठ संख्या	अनुमानित पुस्तक संख्या
1	हिन्दी विशिष्ट-9	162	207807
2	गणित-9	408	173603
3	अंग्रेजी सामान्य-9	112	217252
4	पर्यावरण-9	103	174045
5	विज्ञान-9	424	185017
6	सामाजिक विज्ञान-9	362	195314
7	संस्कृत सामान्य-9	224	200902
8	हिन्दी विशिष्ट-10	154	250000
9	अंग्रेजी सामान्य-10	80	250000
10	गणित-10	428	250000
11	विज्ञान-10	408	250000
12	संस्कृत-10	192	130000
13	पर्यावरण-10	92	75000
14	सा.विज्ञान-10	360	250000
15	हिन्दी विशिष्ट-11	152	105934
16	अंग्रेजी सामान्य-11	116	102858
17	पर्यावरण अध्ययन-11	136	21725
18	संस्कृत विशिष्ट-11	174	2000
20	हिन्दी विशिष्ट-12	168	149800
21	संस्कृत विशिष्ट-12	218	2000
22	पर्यावरण अध्ययन-12	192	75166
24	अंग्रेजी सामान्य-12	96	149800
25	जीव विज्ञान-12	609	10000
26	राजनीति विज्ञान-12	240	10000
27	व्यहारिक अर्थशास्त्र एवं वाणिज्यिक भूगोल-12	300	10000
28	विज्ञान के तत्व-12	161	10000
29	आहार एवं पोषण-12	188	10000
30	गणित-12	664	10000
31	शरीर क्रिया विज्ञान एवं प्राथमिक चिकित्सा-12	192	10000
32	भौतिक शास्त्र-12	605	10000
33	पुस्तपालन एवं लेखाकर्म-12	371	10000
34	इतिहास-12		10000
35	भुगोल-12		10000
36	गणित-12	664	10000



**शिक्षा सत्र 2011-12 हेतु कक्षा 1 से 8 हिन्दी अंग्रेजी माध्यम की अनुमानित
पुस्तक संख्या**

क्र०	पुस्तक का नाम	अनुमानित पृष्ठ संख्या	अनुमानित पुस्तक संख्या
1	इंटीग्रेटेड टेक्स बुक्स-1	152	22800
2	इंटीग्रेटेड टेक्स बुक्स-2	220	22300
3	इंटीग्रेटेड टेक्स बुक्स-3 पार्ट-2	256	14600
4	इंटीग्रेटेड टैक्स्ट बुक-4 भाग-2	266	16300
5	लेट्स लर्न-3	128	16300
6	स्पेशल सीरिज-4	100	9500
7	इंटीग्रेटेड टेक्स बुक्स-5 पार्ट-1	180	20800
8	इंटीग्रेटेड टैक्स्ट बुक-5 पार्ट-2	276	22000
9	स्पेशल सीरिज-6	96	15100
10	मैथ्स-6	186	20400
11	साईंस-6	156	20000
12	सोशल साईंस-6	250	15000
13	मैथ्स-7	268	15800
14	साईंस - 7	188	16900
15	सोशल साईंस-7	230	15800
16	स्पेशल सीरिज-7	108	9900
17	स्पेशल सीरिज-8	136	14600
18	सोशल साईंस-8	164	10100
19	सप्लीमेंटरी रीडर-8	104	12100
20	सिविक्स-8	84	12600
21	मैथ्स-8	128	18600



**शिक्षा सत्र 2011-12 हेतु कक्षा 9 से 12 अंग्रेजी माध्यम की
अनुमानित पुस्तक संख्या**

क्र०	पुस्तक का नाम	अनुमानित पृष्ठ संख्या	अनुमानित पुस्तक संख्या
1	अंग्रेजी विशिष्ट-9	110	6300
2	हिन्दी सामान्य-9	107	5600
3	इन्चायरमेंट स्टडी-9	72	5500
4	साईंस-9	532	1623
5	सोशल साईंस-9	350	700
6	मैथेमैटिक्स-9	388	1000
7	इन्चायरमेंट स्टडी-10	72	10000
8	सोशल साईंस-10	429	10000
9	मैथेमैटिक्स-10	440	10000
10	साईंस-10	102	10000
11	हिन्दी सामान्य-10	100	10000
12	अंग्रेजी विशिष्ट-10	90	10000
13	हिन्दी सामान्य-11	154	7000
14	अंग्रेजी विशिष्ट-11	94	7000
15	इन्चायरमेंट स्टडी-11	120	7000
16	संस्कृत सामान्य-11	154	2000
17	अंग्रेजी विशिष्ट-12	90	7000
18	हिन्दी सामान्य-12	120	7000
19	इन्चायरमेंट स्टडी-12	184	7000
20	संस्कृत सामान्य-12	168	2000



Certificate to be recorded by the Tenderer while submitting offer

I / We have carefully read and understood the above important instructions, terms and conditions of the Technical Tender (Form 'A') and I / We hereby agree to abide them without any prejudice and reservation.

Date :
Place :

Tenderer's Official Signatory
Name and Designation with Rubber Stamp
or Official Seal of the Firm



ENCLOSURE TO TECHNICAL TENDER (FORM 'A')

- | | |
|---|----------|
| 1. E.M.D. (Demand Draft) | Yes / No |
| 2. (a) PAN card copy duly attested | Yes / No |
| <u>(b) VAT Clearance Certificate</u> | Yes / No |
| (c) Address of Sales Tax Office | Yes / No |
| 3. Attested copy of valid Factory Registration Certificate of the Printing Unit | Yes / No |
| or | |
| Attested copy of valid Registration Certificate under Shops and Establishments Act 1948 | Yes / No |
| or | |
| Attested copy of Registration Certificate of partnership deed and copy of registration certificate in original be submitted with the tender form (If partnership firm). | Yes / No |
| 4. Power of Attorney issued in the name of Tenderer official only. | Yes / No |
| 5. Performance Certificate of the any Textbook Corporation where you worked 2008-09, 2009-10, 2010-11
.....
..... | |
| 6. No child labour Certificate. | |

Tenderer's Official Signatory

Date : _____ **Name and Designation with Rubber Stamp**
Place : _____ **or Official Seal of the Firm**

- Note :** (1) **Technical Tender not enclosing the documents mentioned in Sr. Nos. 1, 2(a) to 2(d), 3 and 4 are is liable to be rejected.**
- (2) **The tenderer will have to produce original documents of the above certificates for verification at the time of opening of technical tender.**



Chhattisgarh Text Book Corporation Raipur
2nd Floor, Haribhumi Press Premises, Dhamtari Road, Tikrapara,
Raipur, Chhattisgarh - 492001
TEL. NO. + 91 - 771 - 2422151, 2421531
Fax. No. + 91 - 771 - 4019339

SECOND (WITH AMMENDMENT) TENDER FOR

**Printing, Binding and Distribution of
Textbooks**

**(without paper)
(On all India basis)**

For the year 2011-2012

COMMERCIAL TENDER
(Form 'B') for without paper

Tender Notice No. P-3/2011-12 Dt. 15-09-2010

Cost of Tender Form : Rs. 1000/-



COMMERCIAL TENDER (FORM 'B')
For Printing, Binding and Distribution of Textbooks

1. Full Name and Address :

of the Printer

.....

.....

Note : Terms and Conditions of the Tender attached with Technical Tender and Commercial Tender are applicable for both the Tenders i.e. Technical Tender (form 'A') and Commercial Tender (form 'B').



ENCLOSURE TO FORM 'B'

(Commercial Tender for without paper printing)

Terms and Conditions of the Tender for Printing, Binding and Distribution of Textbooks :

1. Printers registered in C.G. Text Book Corporation, Raipur who are having their own printing machines and binding machines (complete printing and binding setup) for printing and binding minimum Two Lac copies of a book upto 128 pages of Centre Stitching and/or One Lac copies of a book of more than 128 pages of Perfect Binding per month are eligible to submit the tender.

The Corporation shall have the right to verify printing and binding capacity of the tenderer / printer if necessary.

Note:- (a) For web offset printing cut-off size of machine strictly 578mm, those who are not having 578mm cut-off web offset machine need not to participate in the tender and associated or leaged firm will not be entertained for this tender, they need not to participate in tender.

(b) Printers who are having more then 1 unit. - complete ptg. Binding set up in their each separate unit, like ptg. Machine, perfect binding machine, cutting machine, wire stitching machine can participate in this Tender.

2. The tendering shall be by three envelope system i. e. one envelope with 'Technical Tender' (Form 'A') and the second envelope with 'Commercial Tender' (Form 'B' without paper rate) and third envelope with 'Commercial Tender' (Form 'C' with paper rate) The tender shall be submitted in prescribed forms and completed in all respects. **Incomplete tender shall be rejected. Incomplete tender or a tender with incorrect information is liable to be rejected.**

3. (a) The offer shall be quoted both in words and figures in the "Rate cards offered by the Tenderer in rate card Annexure 'D' & 'E' for without paper and Annexure "F" and "G" for with paper. In case of discrepancy between offer quoted in words and in figures, the offer in words will be treated as the correct offer of the tenderer and the rates quoted will be inclusive of printing, binding, transporting and inclusive of all taxes lavied / laviable by the state government / central government / local bodies and no separate event will be made for any tax.

- (b) Annexure "C" (without paper rate) enclosed with the commercial tender (Form 'B') is a statementshowing the Basic Rates inclusive of all taxes for various categories in printing and binding. The tenderer has to quote his offer for any one or more slabs or for all slabs, (The details of slabs are given in Annexure "D" & "E" enclosed with commercial tender form 'B' for without paper and Annexure 'F' and 'G' enclosed with commercial form 'C' with paper.

The tenderers having capacity for Web Printing only should quote their offers in Annexure "D" and "F". Tenderers having capacity for printing by both process i.e. sheet-fed offset and web offset may quote their offer in all



rate cards.

- (c) The tenderer has to quote his offer according to the as per their capacity in Web and Sheetfed.
4. (a) A demand draft of Rs. 5,00,000/- for Web/Reel ptg. and Rs. 1,00,000.00 for sheet feed printing (If tenderer quoted rate for both Reel and Sheet ptg. have to attached DD of Rs. 5 lac + 1 lac = 6 lacs) which the offer is quoted as Earnest Money Deposit drawn on any Nationalised / Scheduled bank payable at Raipur in favour of 'Managing Director, Chhattisgarh Textbook Corporation Raipur'. The demand draft towards earnest money should be submitted in a separate envelope marked E.M.D. and kept in the envelope of 'Technical Tender' (Form 'A'). D.D. drawn on other than Nationalised / Scheduled bank will not be accepted. Cheque will not be accepted. Tenders without earnest money or inadequate amount of Earnest Money shall be rejected on the spot at the time of opening of tender. Refund of Earnest Money/Security Deposit due from Corporation against previous transaction, if any, will not be considered for this tender.
- (b) The successful Tenderer i.e. Printer shall be required to enter into an Agreement on Rs. 100/- stamp paper with the Corporation and comply with necessary legal formalities as per the Indian Contract Act 1872. The successful tenderer will bear all legal expenses of execution of the Agreement.
- (c) The period of contract shall be for one year from the date of entering into agreement. The copyright of every book shall always rest solely with the Chhattisgarh Textbook Corporation Raipur.
- (d) If the tenderer fails to execute the agreement and fails to furnish security deposit amount within the time mentioned above, the earnest money shall be forfeited and / or the Tenderer shall be liable to be debarred from participation from future tender for a period of three years.
- (e) After allotment of printing works without paper printing the tenderer will have to pay 10% of the cost of work entrusted as a security deposit. Security deposit should be paid by Demand Draft on any **Nationalised / Scheduled Bank payable at Raipur in favour of the 'Mainaging Director, Chhattisgarh Textbook Corporation Raipur.'** within fifteen days of the acceptance of tender. Earnest Money of the successful tenderer would be refunded after payment of security deposit or adjusted against security deposit. Earnest Money of the unsuccessful tenderers will be refunded as early as possible after finalisation of the tender process. No interest would be paid on such amounts.
- (f) The Earnest Money shall be forfeited if the tender is withdrawn :
- at any time prior to its rejection or
 - before or after its acceptance is communicated to the tenderer or
 - if the successful tenderer fails to execute an agreement and fails to furnish security deposit within 15 (fifteen) days from receipt of the letter of acceptance.
- (g) The security deposit will be refunded as early as possible after the satisfactory performance of the contract. No interest would be paid on such amounts.



5. (a) The printer will be eligible for payment upto 85% of the printing and binding charges within 30 days after supplying total quantity of books as per the schedule given by the Corporation and submitting the bill in triplicate completed in all respects alongwith following documents –
 - (i) GRN of books/Delivery Chalan received by the authourity.
 - (ii) Letter of submission of positive.
 - (iii) Paper Consumption Statement of Printer duly signed.
 - (iv) Specimen samples of books printed by the printer.
 - (v) Original Copy of the Work Order.
- (b) The Managing Director reserves the right to withhold remaining 15% of the printing charges claimed for a period of 120 days from the date of last supply of total order of books as a safeguard against the printing and other defects which may be discovered later on.
6. (a) The instances like power failure, water shortage or closure of Printing Press due to an order imposed by the Factory Inspector or strike by workers shall not be 'acceptable reasons' for the delay in delivery.
- (b) The tenderer shall keep his offer open for **one year** from the date of entering into agreement.
7. The rates once accepted by the Corporation will hold good till the completion of the order. No increase or decrease will be considered on any account at any time.
8. (a) The commission if any, charged by the Banker of the Tenderer, shall be borne by the Tenderer himself.
- (b) The Policy of Transit Insurance is to be drawn by the Tenderer. Books and Paper in transit will be at the risk of the Tenderer.
- (c) It is obligatory on the part of the tenderer to insure the stock of paper obtained from the Corporation at full value of paper. Policy should be drawn in favour of "CHHATTISGARH Textbook Corporation", Raipur on the basis of goods held in trust and copy of the policy produced to the Corporation at the time of agreement.
9. (a) **Tender will be accepted on the basis of Rate quoted in Rate Cards 'D' 'E' 'F' and 'G' enclosed alongwith the tender form 'B' and 'C'.** It will be binding on the Tenderer to supply required quantity of books printed as per the sample or finally approved by the representative of the Corporation or persons authorised by the Corporation. **In this connection no deviation shall be accepted in respect of printed material other than as per the sample. In case the Tenderer fails to supply the books as approved by the Corporation or commits breach of any one or more conditions of the tender, the Managing Director shall be competent to forfeit the Security Deposit in full or in part.** In addition to this, the Corporation reserves the right to get printed balance quantity of books from other sources / tenderers at the risk and cost of the defaulter tenderer. The extra expenditure incurred by the Corporation in printing and binding of such balance quantity of books at higher rates from other sources shall be recovered from the



defaulter tenderer. The Mainaging Director's decision in this matter shall be final and binding on the Tenderer.

- (b) An additional order to the extent of 50% of the total quantity offered by the Tenderer for any book can be placed by the C. G. Textbook Corporation with the successful tenderer, within the period of the contract on the same terms and conditions and at the same rates as accepted for the tendered quantity. The books of the additional order shall have to be supplied within the time specified by the C. G. Textbook Corporation. The work order can also be curtailed upto 50% of the total quantity offered by the Tenderer by the C. G. Textbook Corporation within contract period without any liability on the C. G. Textbook Corporation.
10. Tenderer have to lift paper from corporation's paper depot (if printing work allotted without paper). If any circumstances paper supplied to tenderer at their press, transportation charges from paper depot Raipur to their destination will be recovered from tenderer.
11. **Failure to fulfill any of the contractual obligations and/or execution of contract after its acceptance by the tenderer and/or breach of any provision in the agreement by the successful tenderer, and/or violation of the terms and conditions of Technical and Commercial Tender, it may qualify the tenderer liable to be black listed.**
12. If it feels necessary, corporation will take offset machine trail at any time any stage to check offset machine's conditions and printing quality for that corporation will provide standard colour patch for four colour printing. It should be in the form of CD or positive.
13. **The Tenderer shall lift the paper from Corporation's depot from Raipur at his own cost and risk. If printing work allotted without paper.**

Particulars	Size	GSM	Paper
(i) Text : Cream Wove	58.5 × 84 cms.	70	sheet
Text : Cream Wove	57.8 cms. × 84cms	70	Reel
(ii) Cover : M.G. Coated Cover Paper	61 × 86.5 cms.	230	sheet

Note : 70 GSM Cream Wove Paper should be used for text printing.

14. **(A) At the time of execution of agreement the successful bidder shall have to deposit with the corporation the minimum of 5% (five percent) amount of total cost of printing paper and cover paper to be required for execution of allotted printing paper and cover paper to be required for execution of allotted printing work, as Paper Security Deposit (Cost of Paper) in cash or in form of Bank Draft in favour of Managing Director, C.G. Textbook Corporation payable at Raipur @ Rs. -----per M.T. (orderd rate in the year 2011-12 in paper tender). If work allotted without paper printing.**



(B) If successful bidder is unable to deposit Paper Security Deposit in cash or in the form of Demand Draft as mentioned in above Sub clause the Managing Director may give him option to submit a Bank Guarantee or Fixed Deposit Receipt of a Scheduled Bank pledged in the favour of Managing Director, C.G. Text Book Corporation for the minimum of 5 % (five percent) amount of total cost of printing paper and cover paper to be required for execution of allotted printing work. Such a Bank Guarantee or Fixed Deposit Receipt shall remain valid for a period of one year. Bank guarantee or fixed deposit receipt of C.G. Rajya Sahakari Bank can also be accepted. If work allotted without paper printing.

(C) Printer shall not be allowed to take the delivery of printing paper and cover paper more than Double the quantity of paper as security deposited by him. If work allotted without paper printing.

(D) In case of above sub clause 14 (B) the successful bidder has to submit a letter of assurance for execution of work in time and the printer shall also have to pay a sum of @ Rs. 6/- (Rupees six) per day per tonne on the volume of printing paper (Excluding cover) which remains with the printer from the date of lifting of printing paper till delivery is made in the form of books to the designated depot of the Corporation. This amount shall be recovered from Every running bill. If work allotted without paper printing.

(E) The printer should not print any other matter on the paper which is supplied to him by the corporation. The printer can only sell the paper wastage to the paper mill for making of paper pulp and obtain a certificate from the paper mill thereof. In turn the printer will submit this certificate together with notarized affidavit during the final settlement of his dues. In case of failure to do so, legal action can also be taken against the defaulting printer. If work allotted without paper printing.

15. The Tenderer shall get the paper visually inspected and satisfy himself that the paper is of the requisite quality and quantity before lifting the paper from Corporation,s Depot. No complaint thereafter against the paper shall be entertained.**If work allotted without paper.**
16. **The paper security deposit/ fixed deposit/bank guarantee will be adjusted against any dues or recoveries or penalties from the printer to the Corporation. If work allotted without paper.**
17. If any excess paper beyond the admissible consumption or otherwise reaches the printer, the same shall have to be returned by the printer in good condition to the Corporation immediately. In case of failure to do so, the successful tenderer shall be levied a penalty @ 1.5 times the cost of paper.**If work allotted without paper printing.**
18. If there are issues pertaining to quality of paper regarding gramage and printability, the printer shall immediately bring such facts to the notice of the Manager, Depot and Genral Manager C.G. T.B.C. Raipur. The samples should be drawn in presence of the authorised representative of the paper mills and sent to the Manager, Depot



and Distribution of the Corporation for laboratory testing. **If work allotted without paper printing.**

19. (i) If during process of printing there is extra spoilage of paper over and above the permissible limit, such extra paper so required may be allowed on printer's written request @ 1.5 times the cost of paper. **If work allotted without paper printing.**
- (ii) If during the course of printing the Corporation reduces the work 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 balance paper in good condition immediately. Failure to return such balance paper shall attract the provision of clause **19 (i) above and printer will be black listed for 3 years. If work allotted without paper printing.**
- (iii) The Tender shall use the same paper for printing of textbooks as provided by the Corporation. If any other paper of any other specification is used, such copies of the books will be rejected and the rejected books will be confiscated and the order for printing such quantity of books in question will be given to any other printer at the cost and risk of defaulting Tenderer. In such case the provisions of **clause 19(i), 19(ii) will be made applicable. If work allotted without paper printing.**
- (iv) If any recovery on account of cost of paper, remains as balance to be recovered from the Bank Guarantee or from the security deposit, it shall be adjusted against the dues payable to the printer. **If work allotted without paper printing.**
- (v) The Printer shall ensure that the paper supplied by the Corporation is used for Corporation's work only and that it is not misused. If it is found that the paper supplied by the Corporation has been misused or sub-standard paper has been used for Corporation's work, the Managing Director reserves the right to cancel the Work Order forthwith and take possession of printed material along with the balance stock of paper supplied by the Corporation. In such event, the Managing Director shall also have the right to forfeit Security Deposit and Bank Guarantee of the concerned printer. Such printer shall not be entitled for any payment for the work executed by him and he may be liable to be black listed by the Corporation. **If work allotted without paper printing.**
20. (a) "Wastage will be allowed to the printer on the paper required for printing of the book at the following scale. **If work allotted without paper printing.**
- (a) Printing in single colour (Web and Sheetfed) - 2 %
- (b) Printing in Three and Four colour (Web and Sheetfed) - 3%
- (c) For cover printing - 3%
- (b) The Corporation will provide the required positive to the printer, the printer will however have to collect the same from the office of the C.G. TBC Raipur. The printer shall not make any changes in positive. The printer will have to get the machine proof approved from the Corporation's authorised officials before final printing. In case the machine proofs are not sent for approval within the specified



time, the tenderer should see that printing is done as per the specimen copy given to him and as per the required standard and quality. However, in latter case the entire responsibility lies upon the tenderer. 5% of printing charges will be charged daily if proof not approved.

21. The binding should be done as per the specifications given below -

Centre Stitching : Up to 128 pages side or Centre Stitching/side Stitching will be done.

Perfect Binding : Automated machines with notching, side gluing of good quality.

- (a) The Tenderer should ensure that all forms are cut into loose leaves before application of adhesive.
- (b) Notching depth should be minimum of 0.5 mm and distance between two consecutive notches should be at least 0.10 mm.
- (c) The adhesive applied should be of good quality and the minimum thickness/coating of adhesive on book back should be 0.5 mm.

Trimmed sizes of books : 20 × 27 cms.

For books upto 128 pages **centre stitching/side stitching** is to be done. For books more than 128 pages **perfect binding** is to be done.

22. (i) The Printer will be allotted work of printing of books by the Corporation as per his offered quantity subject to his capacity as per assessment by the Corporation. **However, not more than 'Two Lac' copies of a single title will be allotted to him at a time.** The tenderer shall deliver at least **33% of the ordered copies per month** in good condition and as per the specifications, at the 146 Depots/10 depot/19 districts of the Corporation. In case of work orders less than 50,000 books, 100% copies of books should be delivered within 30 days from the date of firm order or as per the delivery schedule given by the Corporation.
- (ii) In case of delay in supply of books, tenderer shall be liable to pay penalty @3% (three percent) per week on the printing and binding charges of the balance quantity as per the tendered cost for first four weeks and thereafter @5% (five percent) per week. After six weeks his work order will be cancelled. For the purpose of calculating 'week' for levy of penalty, day's exceeding 4 days will be considered as a 'week'.
- (iii) If the progress of work at any stage is found slower than expected and if the Corporation is convinced that the printer will not be able to complete the work in time, the Corporation shall cancel the contract in full or in part and give it to other tenderer at the cost and risk of defaulting printer. In such cases the provision of clause 9(a) & 19(i) will attract. In the event of such cancellation, the security deposit of the tenderer shall be forfeited and the printer will not be entitled to any compensation.
23. The printer shall stack the books in 25/50 as specified in the order duly tied with machine strapping strong enough to bear the weight of the packet. The packets then should be packed/bundled in gunny bags. The weight of the each bundle should not be more than 55 kg. and printer paste one lable on each bundle containing details of books, name of books, no of bundle, class of book, printer's name, name of scheme, medium etc.
24. The losses, damages and shortages in transit or otherwise shall be borne by the printer. In



case of damage claim/insurance claim, the printer shall keep such damaged goods aside for insurance assessment and should not dispose off or use it till such assessment is done and such goods should be returned to the Corporation.

25. The printer will return original positive and etc. supplied by the Corporation in good condition, within 3 (three) days from the date of despatch of the last lot of the ordered books. In the event of any loss, damage or non-return of the aforesaid materials, the printer shall be liable to pay cost of positive.
26. In case of misuse of positive, art-pulls or butter print supplied by the Corporation the Managing Director reserves the right to cancel the work order forthwith and to take possession of such material with the balance stock of paper and materials supplied by the Corporation. In such event, the Managing Director shall have the right to forfeit security deposit and bank guarantee of the concerned printer. Such printer shall not be entitled for any payment for the work executed by him and he may be liable for black-listing by the Corporation.
27. The printing must be of standard quality. The ink to be used for printing 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.
28. In case some books are found unsaleable 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.
29. The entire book must be printed by offset printing process only. The Printer shall not print more than the ordered no. of copies. If printed so than only 01% (One) of the ordered copies will be accepted by the corporation, for which only binding charges will be paid . to printer and all excess printed copies has to be return to depots of corporation only. failing to which the printer will be black listed.
30. Corporation shall have the right to verify the capacity of any or all printing presses of the printer(s) as and when required.
31. The Managing Director of the Corporation or any person authorised by him shall have the right to enter the premises of the printer where the said printing/binding work is being carried out and to inspect the work and its progress during the work schedule of the press.
32. In matters of interpretation of technical specifications, terms and conditions of technical and commercial tenders or any other related matters; the decision of the Managing Director of the Corporation shall be final and binding upon the printer.
33. **There should not be any overwriting and erasures in filling up of Technical Tender Form 'A' and Commercial Tender Form 'B' & 'C'. Mistakes, if any, may be scored out and neatly written with duly attested by the signatory.**
34. The right to accept or reject any tender or all the tenderer without assigning any reason is reserved by the Managing Director of the Corporation.
35. Any dispute related to this tender and arising out of terms and conditions thereof, the same will be subject to Raipur judicial jurisdiction only.
36. Corporation will declare L-1 rate and allotment of the printing work on L-1 rates. At the same



time corporation reserve the rights to allot the printing work on L-2 and L-3 in adverse circumstances.

37. 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.
38. Capacity shown by the printer in tender form will be inspect by the corporation officials as and when required.
39. Tenderer have to submit Xerox copy of machine bill purchased by the Tender.
40. If the tenderer is awarded the lowest rate printer on the basis of L-1 rate and corporation allot the printing works to the tenderer on the basis of his L-1 rate (Lowest Tenderer) if tenderer refused to do the printing work or work not completed, In this condition corporation has right to put the tenderer in BLACK LIST for 3 (Three) years and security deposit and EMD will be forfeited.
41. **No printing charges shall be paid for blank pages in the textbook.**
42. Printing work will be allotted to those tenderer who are having 578 mm cut off size web offset machine strictly (for reel.)
43. For perfect binding good quality glue to be used quality of glue will be checked by the corporation official as and when required.
44. Printer must use good quality glossy ink for cover printing of text books. If low grade ink used by tenderer managing Director C.G. Text Book Corporation, Raipur reserve the right to reject such type of books.
45. **In case of delay in supply of books at the depots the printer shall be liable to pay penalty @ 1.0% (one percent) of delay of the printing charges of books remains unsupplied per day for first 15 (fifteen) days and thereafter @ 1.5% (one and half percent) per day of delay. If the delay is more than 30 days the printing security deposit of the printer may be forfeited & the printer may also be debarred from participation for 3 (three) years for any tender issued by the 'corporation'. The remaining printing work may be allotted to other printer at the risk and cost of the defaulting printer. The penalty may be imposed even if the delay in supply has not resulted into any financial loss to the Corporation. However, Managing Director at his discretion may condone the delay.**
46. **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 upto 10% of the printing charges. This penalty will be in addition to the penalties under other clauses.**

**Certificate to be recorded by the Tenderer
while submitting offer**

I / We have offered the tender for the printing, binding and distribution of textbooks in the prescribed form. I / We have read and understood the above terms and conditions and accept them unconditionally. I / We offer this tender and the offer shall be binding on us and shall remain open for consideration for one year from the date of entering into agreement.

Tenderer's Official Signatory

Date :
Place :

**Name and Designation with Rubber Stamp
or Official Seal of the Firm**