

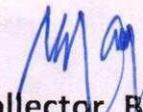
OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE: BALASORE
(SOCIAL WELFARE SECTION)

Short Tender Call Notice No. 23 /SW, Date:- 03/01/19

Sealed tender are invited from intending agencies/firms/printing press having valid PMT or EMI-II certificate, valid IT return, PAN, valid Goods & Services Tax (GST) certificate and having experiences for printing & supply of approximately 360000 nos. of Leaflet on Mission Shakti & Mission Shakti Loan. The tender documents should reach the Office of the District Social Welfare officer, Balasore by Registered Post or Speed Post or Courier or can be dropped in tender box placed in the office of DSWO, Balasore **on or before 09.01.2019 by 1 PM and tender will be opened on the same day at 3 P.M.** in the Office Chamber of Collector & District Magistrate, Balasore in presence of the members of the Purchase Committee and the tenderer or their authorized representatives. The tender papers received beyond the time limit shall not be entertained.

The details of the Leaflets are mentioned in the terms and conditions. The Leaflets should be of exact specification as per the samples submitted in the tender Notice. The selected agency has to supply the printed materials to all the 15 ICDS Project of District on its own cost. The details regarding tender papers, terms and conditions, earnest money deposit etc. can be obtained by downloading from the website www.baleswar.nic.in. The Tender has been invited under Two bid systems i.e Technical Bid & Financial Bid. The intending Tenderer must submit Two separate envelopes Super Scribe "Technical Bid for supply of Leaflet on Mission Shakti & Mission Shakti Loan". The both sealed envelopes should be kept in a third envelop super scribing "Sealed Tender for supply of Leaflet on Mission Shakti & Mission Shakti Loan. The cost of tender paper is Rs. 5,000/- (Rupees five thousand) only and the tender paper must be enclosed with Bank Draft drawn in favour of DSWO, Balasore. The cost of tender paper is non-refundable.

The undersigned reserves the right to accept/reject any or all tender papers without assigning any reason thereof.


Collector, Balasore
3/1/19

TERMS AND CONDITIONS FOR SUPPLY OF LEAFLET ON MISSION SHAKTI & MISSION SHAKTI LOAN

The sample of the Leaflet on Mission Shakti & Mission Shakti Loan can be inspected/obtained in the office of DSWO, Balasore during the office hour.

- a. The tender paper should be accompanied with the following documents failing which the same will be rejected.
 - b. Original tender paper duly signed by the tenderer on each page as token of acceptance of terms and conditions of the Tender.
 - c. Attested copy of valid printing press license from competent authority.
 - d. Attested copy of Pan card/TIN either in the name of the printing press or in the name of its proprietors.
 - e. Attested copy of the recent VAT clearance certificate.
 - f. The EMD is fixed to 5% of the final cost of Leaflet on Mission Shakti & Mission Shakti Loan to be deposited by the tenderer. The EMD must be pledged in favour of DSWO, Balasore in shape of NSC/TD/FD etc. from any post office or Nationalised Bank. The EMD of successful Tenderer will be converted to security deposit. The same will be refunded to the Bidder after audit of accounts.
 - g. Under no circumstance shall the organization appoint any sub-contractor or sublease the contract. If it is found that the organization has violated these conditions, the contract will be terminated forthwith without any notice and security deposited by the organization shall be forfeited.
 - h. Attested copy of DIC Registration certificates, Sales Tax Regd. No.
 - i. The tender paper completed in all respect without any cutting/over writing with legible letters with all necessary documents will be sent through Regd. Post/Speed post/Courier/can be dropped in tender box placed in the office of District Social Welfare Officer, Balasore **on or before 09.01.2018 by 1 PM**. The tender received beyond the date & time shall not be taken into consideration.
2. The sealed envelope containing the Tender papers must be super scribed "Leaflet on Mission Shakti & Mission Shakti Loan".
 3. The price quoted must be inclusive of all taxes, duties and Transportation Charges for delivery at ICDS Projects of this district. The rate/price should be written both in word and figures item wise in the tender paper.
 4. The Tenderer have to produce the sample of papers in five copies of each item with the tender paper.
 5. The undersigned reserves the right to cancel or modify the tender call notice without assigning any reason thereof. The lowest rate quoted may not be binding for acceptance

if not confirms to acceptable quality. The decision of the tender committee will be final. The undersigned also reserves the right to increase or decrease the quantities of any book without assigning any reason thereof.

6. The successful tenderer has to deliver the Printed Leaflet on Mission Shakti & Mission Shakti Loan to all the ICDS project points only **by 12. 01. 2019**. Failure to supply the material in time may lead to forfeiture of Security Deposit/imposition of penalty.
7. No part payment will be done. Payment will be made after successful delivery of the entire indented Leaflet on Mission Shakti & Mission Shakti Loan of approved quality duly checked by DSWO, Balasore subject to availability of funds and no interest can be claimed in case of delay in payment.
8. The successful tenderer has to furnish an undertaking to the effect that he will abide by all the terms and conditions of the tender.
9. The Tender paper must be accompanied with an affidavit either from Executive Magistrate or Notary in support that he/she has no criminal cases nor blacklisted one.
10. Detailed of the Leaflet on Mission Shakti & Mission Shakti Loan are as follows:

Sl. No	Details of specification of the Leaflet on Mission Shakti & Mission Shakti Loan	Approximate quantities required.
1	<u>Leaflet on Mission Shakti & Mission Shakti Loan</u> Size: A5 Paper -220 GSM Gloss Paper Printing: Multicolour & Both side printing	360000 copies (Odia)


COLLECTOR, BALASORE
3/1/19

Opening of Bids by Tender Committee

- (a) The Bids shall be opened at the stipulated date & time fixed in the office chamber of Collector & District Magistrate, Balasore in the presence of representatives of the tenderers who may choose to attend the proceeding. The representatives of tenderers will sign in a register/paper in evidence of their presence.
- (b) First, the envelopes containing Technical Bids of the tenderers will be opened and the contents will be read out in the presence of all tenderers or their representatives. Tender Committee's determination of technical qualification shall be based on objective evaluation of the contents of the technical bid. The decision of the Tender Committee in this regard shall be final and binding on the tenderers.
- (c) Opening of Financial Bids :-The price Bids of only those tenderers will be opened whose technical bids are found to be responsive fulfilling all the technical requirements as per the tender document and also found satisfactory by the committee. The decision of the tender committee in this regards shall be final.


COLLECTOR, BALASORE

**TENDER PAPER FOR SUPPLY OF LEAFLET ON
MISSION SHAKTI & MISSION SHAKTI LOAN**

FINANCIAL BID

I/We have gone carefully through the details of the tender advertisement specification/samples there and are hereby quoting the rate of the following articles of Leaflet on Mission Shakti & Mission Shakti Loan in Balasore District (including VAT other taxes and transportation charges up to the ICDS Project headquarter) per Leaflet on Mission Shakti & Mission Shakti Loan separately and undertake to abide all the terms and conditions laid in the tender advertisement.

Sl. No	Details of specification of the Leaflet on Mission Shakti & Mission Shakti Loan	Rate quoted Leaflet including spot delivery in 15 projects
1	<u>Leaflet on Mission Shakti & Mission Shakti Loan</u> Size: A5 Paper -220 GSM Gloss Paper Printing: Multicolour & Both side printing	

Seal and Signature of the Tenderer.

Name of the Agency

Address.....

.....

.....

Phone/MobileNo.

Date:-

THE TENDERER HAS TO FURNISH THE FOLLOWING DOCUMENTS IN THE TECHNICAL BID.

TENDER SCHEDULE FOR SUPPLY OF LEAFLET ON
MISSION SHAKTI & MISSION SHAKTI LOAN

DISTRICT: BALASORE

TECHNICAL BID

1	Name of the Tenderer (In Capital Letters). Detail Address for Communication with Fax/ Phone No.	
2	Cost of Tender paper 5000/- (Rupees five thousand) only in shape of B.D. drawn in favour of DSWO, Balasore payable at Balasore in any Nationalized Bank non-refundable.	
3	Valid Regd. Certificate copy from competent Authority.	
4	Whether submitted Income Tax clearance certificate & VAT clearance certificate valid up to 2015-16. (attested copies to be enclosed)	
5	The EMD is fixed to 5% of the final cost of Leaflet on Mission Shakti & Mission Shakti Loan to be deposited by the tenderer. The EMD must be pledged in favour of DSWO, Balasore in shape of NSC/TD/FD etc. from any Post office or Nationalized Bank. The same will be refunded after audit of accounts.	
6	Attested copy of PAN Card	
7	Affidavit either from the Executive Magistrate or from the Notary in support of that; he/ she has no criminal cases nor a black listed one..	
8	Detailed tender papers duly signed by the tenderer.	
9	Attested Xerox copy of Income Tax return certificate for last 3 (three) years.	
1	Sample Paper in five copies on each item with the Tender Paper.	

Place:
Date:

Signature of the tendered with seal
(Full Name & Address)