

COLLECTORATE, JAJPUR  
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(Social Welfare Section)

**NOTICE INVITING TENDER**

No. 1383 Date. 26.08.21

**(TENDER CALL NOTICE FOR PRINTING AND SUPPLY OF NUA ARUNIMA HANDBOOK  
MO BIKAS PATRA, ODIA PARENTS+MANUAL, POSTERS ON ECCE (Three different types  
of posters) & FLIP BOOK ON ECCE (For 2020-21)**

Sealed tenders are invited from the intending DIC registered printing press for printing and supply of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE for different ICDS Projects of District- Jajpur.

The tender paper containing detailed terms and conditions, EMD other statutory requirement and the sample Copy of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE can be downloaded from the district website <http://www.jajpur.nic.in> / [wedorissa.gov.in](http://wedorissa.gov.in) respectively. The tender paper cost of Rs. 10,000/- (Rupees Ten thousands) only is non-refundable. Tender paper complete in all respect along with all required documents should reach in sealed cover to the DSWO, Jajpur on or before 13.09.21 up to 5.30 P.M by Registered / Speed post only. The tender paper will be opened on 14.09.21 at 11 Am by the Collector/ADM, Jajpur, in his office chamber in presence of the member of tender committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time on account of Postal delay will not be taken in to consideration.

The Collector, Jajpur reserves the right to reject any or all the tenders without assigning any reason there of and shall bear no liability what so ever consequent upon such decision.

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Collector & Dist. Magistrate,  
Jajpur  
Collector & District Magistrate  
Jajpur

Memo No. 1384 / Date. 26.8.21

Copy forwarded to the D.I.O NIC, Jajpur for information with a request to get the Tender Call Notice and Tender document hoisted immediately in the official Website of NIC, Jajpur for wide publicity.

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Collector & Dist. Magistrate,  
Jajpur  
Collector & District Magistrate  
Jajpur

Memo No. 1385 / Date. 26.8.21

Copy forwarded to the Project Director, DRDA, Jajpur / Sub-Collector, Jajpur / CDMO, Jajpur / All BDOs / All CDPOs of Jajpur Dist. / All Collector of the State of Odisha for information and necessary action with a request to display the tender notice in the Notice Board of their respective offices.

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Collector & Dist. Magistrate,  
Jajpur  
Collector & District Magistrate  
Jajpur

**Terms and Conditions of Tender Call Notice for Printing and Supply of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE to different ICDS Projects of Jajpur District**

1. Sealed tenders are invited from the intending DIC Registered Printing Press for printing and supply of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE to different ICDS Projects of Jajpur District.
2. The tender paper containing details terms and conditions, EMD, statutory requirement and Sample Copy of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE can be downloaded from the district website <http://www.jajpur.nic.in/> [wcdorissa.gov.in](http://wcdorissa.gov.in) respectively .The tender paper cost of Rs. 10,000/- ( Rupees Ten thousands ) only is non refundable in shape of D.D in favour of DSWO, Jajpur payable at SBI, Jajpur Town.
3. Tender paper complete in all respect along with all required documents should reach in sealed cover to the DSWO, Jajpur on or before 13.09.21 up to 5.30 PM by registered / Speed post only.
4. The Tender will be open on 14.9.21 at 11 Am by the Collector/ADM, Jajpur in presence of the members of tender committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time on account of Postal delay shall not be taken in to considerations.
5. The details terms and conditions associated with the assignments of Tender is mentioned at Annexure-A.
6. The tender will be in two parts i.e. Technical Bid Part -I and Financial Bid-Part-II (Copy enclosed).The bidders should submit their Technical bid and Financial bid separately in two sealed envelopes and put into another cover super scribed as Tender for printing and supply of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE addressed to the DSWO Jajpur, Pin-755001.
7. Bidders who qualify Technical bid will eligible to participate in Financial Bid.
8. The successful bidder will deliver the materials at different ICDS project as per project wise indent to be placed for New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE.
9. After receiving of the Tender papers no correction / deletion /inclusion shall be allowed.
10. All Document submitted by bidder must be self attested with seal.

  
Collector & Dist. Magistrate,  
Jajpur  
Collector & District Magistrate  
Jajpur

**ANNEXURE-A**

<i>Sl.No.</i>	<i>Terms and conditions</i>	<i>Documents to be submitted.</i>
1	The intending Registered Printing Press should be a bonafied registered body having valid DIC registration No.	Attested Photocopy of the registration certificate.
2	The organization should be a valid PAN / TIN holder having up to date GST certificate. For last year with GST registration certificate.	Attested photocopies of GST Clearance Certificate, PAN Card and TIN & GST registration certificate.
3	It should not be blacklisted by any Government organization.	Declaration in Stamp Paper.(In original)
4	Rates should be quoted inclusive of GST charges, other charges including color coded paper and printing cost, delivery charges at ICDS Project level & Dist. Hqr.etc.	Furnished in Financial Bid ( Tender Form-2)
5	The district administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition. The defective or damaged printed materials if any will be replaced by the organization.	The bidder should declare in the non-judicial stamp paper that it abides by all the terms and conditions laid down in the tender.
6	The tender paper must be accompanied Bank Draft of Rs. 10000.00 in favour of DSWO, Jajpur payable at SBI,Jajpur Town towards cost of tender paper which is non-refundable.	Draft to be enclosed
7	The tender must be accompanied with (EMD) Earnest Money of Rs. 30,000/- (Rupees Thirty thousands) only in shape of Instrument (TDR) pledged in favour of DSWO, Jajpur . Tenders without Earnest Money will be liable for rejection. The EMD of unsuccessful bidder will be returned without interest after finalization of bid. EMD of successful bidder will turn into security deposit till completion of Audit.	Instrument to be enclosed.(TDR)
8	Conditional tenders are liable to be rejected. The tender, which is not as per required specification, will not be considered.	
9	The District Administration will not pay any advance payment to the organization. The organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill.	
10	Under no circumstance the successful tenderer shall appoint any Sub-Contractor or sub-lease the contract. If it is found that the successful tenderer has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the tenderer shall be forfeited.	
11	The rate quoted against this tender shall remain	

	valid up to 12 months after publication of approved rate. No request to increase in rates will be allowed or entertained during this period.	
12	Part quotation of specified quantity of an item will be rejected.	
13	The successful Tenderer / Bidders it may be noted that, in no way these New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE should be re-designed or modified.	
14	Tenders / Bidders require submitting sample copy of paper as per specification mentioned New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE along with Tender Paper.	
15	The Tenderer / Bidders are required to refer Table No. 1 & 2 for details of Printing Item.	
16	The successful Tenderer / Bidders are required to ensure safe delivery of the books in good condition at ICDS / Block Level. The transportation of registers up to the Block Level is integrated in the contract for printing and production.	
17	The successful Tenderer / Bidders are required to supply the approved quality books only as per Specification, failing which the bidder will be blacklisted and Security deposit will be forfeited.	
18	If the successful bidder fails to supply within the stipulated period i.e. 30 days from the date of placing supply order, liquidated damage @2% per day of delay shall be deducted from the final payment or as desired by the under signed.	
19	After supply of Books at Project level the sample of Book will be collected from Project/AWC level from each Project. The sample to be sent to EP & M, Cuttack for GSM Testing. The payment is depending on result of testing. The cost of sample testing will be deducted from Tenderer.	
20	The Authority reserves the right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.	
21	The Tax as applicable be deducted from final payment by the undersigned.	

*Anayak*  
District Social Welfare officer  
Jajpur

*Q*  
Collector & District Magistrate,  
Jajpur  
Collector & District Magistrate  
Jajpur

**TENDER FORM**  
**PART-I**  
**( TECHNICAL BID )**

1.	Name of the Printing Press ( In Capital Letters )	
2	Address of the organization	
3	Name of the authorized Signatory ( In Block letters )	
4	Specimen signature of authorized signatory.	
5	Telephone No of authorized signatory / organization.	
6	Registration No. (Attach attested copy of registration certificate issued from DIC )	
7	GST Clearance Certificate submitted or not	
8	PAN submitted or not.	
9	TIN submitted or not.	
10	Bank Draft of Rs. 10000.00 payable at Jajpur towards cost of tender paper submitted or not. (BD No. & Date and Name of the bank branch to be submitted.	
11	Instruments Rs. 30000.00 pledged in favour of DSWO, Jajpur towards Ernest Money Deposit amount with no & Date submitted or not.	
12	Documents of any past experience of printing and supply of materials to the Govt. Organization ( attested copy to be submitted )	
13	Whether have any legal suit / criminal case pending against it for violation of PF / ESI / MW Act or any other law. ( Submit the affidavit of declaration for no case pending )(Yes/No)	
14	Affidavit of declaration that the Tenderer agrees to abide by all terms and conditions of tender.(Yes/No)	
15	Whether all documents submitted signed by the authorized signatory of the organization (Yes/No )	

**DECLARATION**

I/ We hereby certify that the terms and conditions specification etc. given with the tender notice have been read carefully and acceptable to me / us and that the information furnished above is complete and correct to the best of my / our knowledge. I / We understand that in case of any deviation in the above statement at any state, the Tenderer shall be blacklisted and will not have any dealing with in future.

*(Signature and Seal of the authorized Signatory)*

**Place**

**Date.**

**TENDER FORM**

**Part-2**

**(Financial Bid)**

Sl.No.	Name of The ITEMS	Specification	No. of New Arunima Hand Book, Mo Bikas Patra (Child Assessment Card), Odia Parents+ Manual, Posters on ECCE (Three different types of poster) and Flip Book on ECCE	Quoted Rate Per Book In Rupees
1	New Arunima Hand Book	<ul style="list-style-type: none"> <li>➤ Size-21cmx28cm</li> <li>➤ Pages-text-116 (112 pages Black &amp; White &amp; Photo:4,Pages cover-4)</li> <li>➤ Paper-text-80 GSM Maplitho</li> <li>➤ Cover-220 GSM Art paper</li> <li>➤ Printing-Text-Single Colour Photo &amp; Cover-Multi Colour</li> <li>➤ Lamination-Matt Finish of front cover</li> <li>➤ Binding-Gum Binding</li> <li>➤ Quantity-</li> </ul>		
2.	Mo Bikas Patra (Child Assessment Card)	<ul style="list-style-type: none"> <li>➤ Size-21cmx28cm</li> <li>➤ Pages -4</li> <li>➤ Paper-text-120 GSM Maplitho</li> <li>➤ Printing -Multi Colour</li> <li>➤ Lamination-Matt Finish</li> <li>➤ Binding-Single folding</li> <li>➤ Quantity-</li> </ul>		
3	Odia Parents + Manual	<ul style="list-style-type: none"> <li>➤ Size A4</li> <li>➤ Total No of Pages-172</li> <li>➤ Paper Quality:-100GSM Mapiltho paper</li> </ul>		

		<ul style="list-style-type: none"> <li>➤ Black &amp; White Printing with Gum Binding</li> <li>➤ Cover page of the manual:-250 GSM Art paper with Gloss Lamination and Gum Binding</li> </ul>		
4	Poster on ECCE ( Three different types of poster)	<ul style="list-style-type: none"> <li>➤ Size:-44 cm X 56cm</li> <li>➤ Multi Colour Printing</li> <li>➤ Paper Quality:-130 GSM Art paper with Gloss lamination</li> </ul>		
5	Flip Book on ECCE	<ul style="list-style-type: none"> <li>➤ Size:-A4</li> <li>➤ Total No of Pages:-48</li> <li>➤ Paper Quality:-220 GSM Art Paper with table stand and wire Binding and digital printing</li> </ul>		

Place  
Date.

*(Signature and Seal of the Authorized Signatory)*