



DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA, JAJPUR

AT/PO- Baidyarajpur, Jajpur, Odisha. PIN- 755001; Email- dpcjajpurssa.opepa@nic.in

No: 146 / Ped /24/ Date: 11.01.2024

TENDER CALL NOTICE FOR PRINTING AND SUPPLY OF REPORT CARD-2023-24

Sealed Tenders are invited in plain paper from Registered Offset Printers having valid PAN number/VAT Clearance Certificate (up to 2022-23) and valid GST No. for printing, packing and supply of Report Card (from class-I to class-VIII) for the year-2023-24. The Tender paper (Bid document) containing details specification with terms and conditions may be downloaded from Jajpur District website www.jajpur.nic.in & dpcjajpurssa.opepa@nic.in and the payment of Rs 1,000/- (Rupees One Thousand) towards cost of Tender Paper may be made only in shape of DD drawn in any Nationalized Bank in favor of District Project Coordinator, SS, Jajpur towards cost of tender paper. **No other mode of payment will be entertained.** The sealed Tenders can be sent through **registered post/speed post** by super scribing the envelope "Tender for Printing and Supply of Report Card-2023-24" to the District Project Office, RTE-SS, Jajpur, AT:-Baidyarajpur/PO:-Jajpur Town /Dist:-Jajpur , PIN: - 755001 and the same will be received up to 5 P.M dt-29/01/2024. Tenders received after scheduled date & time will not be entertained. The Office will not be responsible for any kind of postal delay. The sealed Tenders will be opened on 30/01/2024 at 12 P.M in the District Project Office, SS, Jajpur or any place as desired by the Collector-cum-Chairman, SS, Jajpur where the Tenderers or their Authorized Representatives may Attend. The Authority reserves the right to amend, alter or cancel any part or all the Tenders without assigning any reason thereof.

By the approval of Collector & DM, Jajpur


DEO-cum-DPC,
SS, Jajpur



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TENDER PAPER

The envelope containing the Tender should be duly subscribed as follows-

TENDERS FOR PRINTING AND SUPPLY OF REPORT CARD-2023-24

TERMS AND CONDITIONS FOR PRINTING AND SUPPLY OF REPORT CARD

1. **Paper quality-** 170GSM Glossy Art Paper for Report Card.
Sample paper for Report Card should be submitted by the firm along with tender paper.
2. **Size of paper** –A/4 for Report Card. (Center Stitching).
3. **No. of Pages:** 08 Pages per Report Card.
Sample Paper: - Paper to be used for Printing of Report Card should be submitted by the firm along with the tender paper.
4. **Quality of Printing:** Letter size as per the sample with both sides printing (to be obtained from DPO).
a) Printing: Multi-Colour for Report Card.
5. **Packing :** Printed Report Card should be packed Block wise and finally the packets of each Block again packed in gunny bags and that will be supplied at BRCC/BEO Point.
6. **Supply of Report Card** should be made at each Block Head Quarter (10 blocks). The date of supply is to be intimated at the time of supply of work order.
7. **Along with the downloaded tender paper, the bidder will be required to deposit an amount of Rs.1,000/- (non-refundable) in shape of DD drawn in favor of District Project Coordinator, SS, Jajpur in any Nationalized Bank (as cost of Tender paper) while submitting the bid document.**
8. **EMD charge -Rs.10, 000/- (refundable) towards Report Card to be submitted in favor of DPC, RTE-SS, Jajpur payable at Jajpur only in shape of bank draft by the Tenderers at the time of submission of bid documents. The EMD charge is refundable after successful delivery of printed Report Card. But in case of any deviation in the terms and condition the EMD & Security Deposit will be forfeited.**
9. **Rate of printing:** Rate of printing should include paper cost, stitching, binding, packaging, plate making and inclusive of taxes as applicable for Report Card.
10. **The Selected Bidder will have to deposit an amount of Rs.50,000/- (Rupees Fifty Thousand Only) as security deposit in shape of DD only drawn in favor of District Project Coordinator, SS, Jajpur in any Nationalized Bank which is refundable after completion of the whole process.**

11. Rates for Printing of a piece of Report Card should be quoted for Class-I-VIII respectively.

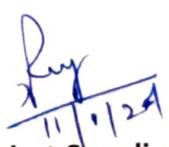
Other condition

- A. **Agreement:** The selected press will have to make an Agreement with the District Project Coordinator, RTE-SS, Jajpur in non judicial stamp paper and supply the printed and packaged Report Card as per the terms and conditions. If the Press fails to execute such Agreement on the same day, the concerned press will forfeit its claim for printing as well as the security deposit deposited there in.
- B. **Transportation:** From press to destination will be charged as per local rate for printing & supply of Report Card.
- C. **Place, Date, and time of receiving Tenders:** District Project Office, SS, Jajpur **on or before 29/01/2024 by 5 P.M. by Registered Post or by Speed Post only** at DPO, SS, Jajpur
- D. **Opening of quotation:** District Project Office, SS, Jajpur or any place as desired by the Collector-cum-Chairman on **30/01/2024 at 12 P.M.**
- E. TDS will be deducted as per Income Tax Act 1961.

The bidders are requested to submit their quoted rate as per the format mentioned below.

SL.NO.	ITEMS	PAPER QUANTITY	RATE QUOTED (in Rs.)	REMARKS
1	Report Card Both side Printing (including paper cost, printing cost, folding ,trimming , packing charge & taxes as applicable)	Per a piece of Report Card (08 pages of both side printing)		
2	Transportation from Press to BRCC /BEO Point (negotiable)			

The authority reserves the right to cancel any or all tenders without any reason thereof.


DEO-cum- District Project Coordinator, SS, Jajpur