

# DISTRICT OFFICE, BALANGIR

(SOCIAL WELFARE SECTION)

No. 232 / DSWO Dated 05.02.2019

## TENDER CALL NOTICE FOR CALENDER ON NUA ARUNIMA AND BOOKLET ON EARLY CHILDHOOD & CARE EDUCATION (E.C.C.E.)

Sealed tenders in prescribed format are invited from intending registered firms/ agencies/ suppliers having valid PAN and VAT registration for printing and supply of such materials for printing of calendars on Nua Arunima and booklets on **E.C.C.E.** for the office of Dist. Social Welfare Officer, Balangir. Tender papers and other details regarding terms & conditions, specifications, earnest money deposit etc. can be obtained from the office of the Collector ( DSWO section ), Balangir on payment of Rs.2000/- (Rupees Two Thousand ) only (non-refundable) during office hours from dt. 06/02/2019 to dt. 19/02/2019 in working days. The same can also be down loaded from our official website <http://balangir.nic.in>. & the tender paper downloaded can be filed with a DD of Rs.2000/- (Rupees two thousand) drawn in favour of DSWO, Balangir and payable at Balangir towards the cost of tender papers. Tender papers complete in all respect along with required documents must be submitted to DSWO, Balangir on or before 20/02/2019 by 1.00 PM by **registered post/ speed post/ courier service** and tender papers received beyond the date and time mentioned above shall not be entertained. The tender shall be opened on the same date at 4.00 PM by the Collector/ Chairman of the tender committee in presence of all the members and tenderers/ representative(s) of the tenderer(s).

The authority reserves the right to reject any or all tenders without assigning any reason *thereof*.

  
Addl. District Magistrate,  
Balangir

232

DSWO Dated 05.02.2019

**DETAILED TENDER PAPER FOR PRINTING OF CALENDAR ON NUA  
ARUNIMA AND BOOKLETS ON EARLY CHILDHOOD & CARE  
EDUCATION (E.C.C.E.)**

1. Detailed tender papers can be obtained from the office of the DSWO, Balangir on any working day during office hour from Dt.06/02/2019 to Dt.19/02/2019 up to 5.00 P.M on deposit of a non - refundable amount of Rs. 2000/- (Rupees Two Thousand) only. The Money Receipt obtained in token of purchase of tender paper in original shall be submitted along with the tender form. The same can also be down loaded from our official website <http://balangir.nic.in>. & the tender paper downloaded can be filed with a DD of Rs.2000/- (Rupees two thousand) drawn in favour of DSWO, Balangir and payable at Balangir towards the cost of tender papers. The tender without original money receipt or DD of Rs.2000/-, which ever the case, will be summarily rejected. The detailed tender paper should be returned with the tender duly signed by the tenderer as token of acceptance of the terms and conditions.

2. The tenders shall be received in the Office of DSWO, Balangir by registered post/ Speed Post/ Courier till 1.00 P.M on dt.20/02/2019 and will be opened on the same day at 4.00 P.M in the office Chamber of ADM, Balangir in the presence of the Purchase Committee members and the bidders or their authorized representatives. The tender received beyond the date and time shall not be taken into consideration.

3. **Specification of items:** The details of the specification are as here under.

Sl. No	Item	Specification	Maximum price per unit inclusive of all taxes and Transporting Charges	Quantity
1	<b>Calendar</b> (Including Design & Taxes )	No of Pages- <b>07</b> Size- <b>19"X 28" Both Sided</b> Paper Quality: <b>Cover:300 gsm matt</b> Finishing: <b>Wiro Binding</b> Colour: <b>4 Colour</b> (Prototype at <b>Annexure- A</b> )	Rs. 130/-	2674
2	<b>New Arunima Booklet</b> (Including Design & Taxes)	No of Pages: <b>12</b> Size: <b>Crown</b> Paper Quality a) <b>Cover: 300 gsm matt</b> b) <b>170 inner: gsm matt</b> c) <b>Finishing perfect binding</b> Colour : <b>04 Colour.</b> (Prototype at <b>Annexure-B</b> )	Rs.30/-	2949

4. The Tender paper should be submitted in sealed cover super scribing in capital letters, **"TENDER FOR PRINTING OF CALENDAR ON NUA ARUNIMA AND NEW ARUNIMA BOOKLET"**.

5. The tender paper should be filled in properly and legibly without any correction/ over writing and must be signed in all pages. The price of printing charges is to be quoted per unit only inclusive of all taxes, designing and transporting charges. The tenderer has to submit the sample of paper in which the materials will be printed at the time of

submission of tender. Further the tenderer has to submit the sample of the design of the materials to be printed along with other documents.

6. The purchase Committee will not be bound to accept the lowest tender. The Committee will verify the sample and the lowest rate quoted and the tender will be finalized taking in to consideration both the rates quoted by the firm and quality of paper & design submitted by the tenderer. The decision of the purchase Committee regarding selection of the firms will be final. If necessary the sample paper of the selected firm shall be sent to appropriate authority for quality checking and the cost of quality testing shall be born by the firm.
7. The selected Printing Press will deliver the items at the Office of the District Social Welfare Officer, Balangir within 20 days of receipt of the order from D.S.W.O, Balangir. The items must be neat and clean and of good quality and thickness prescribed. After composition of the format, the proof copy will be submitted in the Office of the District Social Welfare Officer, Balangir for verification and approval within five days of the selection of the tender.
8. The bidder has to submit the following documents along with the tender paper :
  - a. Original Money Receipt of Tender Paper or BD worth Rs.2000/- infavour of DSWO, Balangir towards the cost of tender document if the tender apper if downloaded from the website. .
  - b. Attested copy of PAN Card.
  - c. Attested copy of up-to-date VAT clearance Certificate & TIN No.
  - d. Attested copy of D.I.C. Registration Certificate.
  - e. Sample of paper in which the materials will be printed .
  - f. Original tender paper duly signed by the tenderer as token of acceptance of the terms & conditions of the tender.
9. The bidder has to attach E.M.D of Rs 20,000/-(Rupees Twenty Thousands) only at the time of submission of tender in shape of N.S.C./ Term deposit duly pledged in favour of D.S.W.O,Balangir. No bidder shall be allowed to withdraw his tender/ earnest money until the tender is finalized. The E.M.D of un-successful bidder shall be refunded where as the E.M.D of successful bidder will be converted as Security Deposit.
10. The Security Deposit will be released after successful completion of supply and settlement of Accounts as per Finance Department of Odisha guidelines in O.M. No. 4939 dt. 13-2-2012.
11. The decision of the Purchase Committee regarding selection will be final.
12. The successful tenderer will deliver the printing materials within 20 (Twenty) days of indent and failure to supply the materials may lead to forfeiture of security deposit / imposition of penalty as the authority deems fit.
13. Payment will be made within one month from the date of receipt of bills, subject to availability of funds and no interest will be paid for any delayed payment. No advance payment or request for part payment shall be entertained. Payment will be made only after completing the supply of entire quantity.
14. Any damaged/torn / illegible/bad quality items detected during receipt will not be accepted.
15. In case of any dispute, the orders / decisions of the District Magistrate and Collector, Balangir will be final and binding. Collector, Balangir reserves the right to reject any or all the tenders without assigning any reason *thereof*.

**TENDER SCHEDULE FOR PRINTING OF CALENDAR ON NUA ARUNIMA AND  
NEW ARUNIMA BOOKLET FOR THE YEAR 2018-2019**

After careful examination of the tender specification referred there in I do hereby tender to Print & supply Calendar on Nua Arunima and New Arunima Booklet to D.S.W.O, Balangir as per the specification laid down in the tender paper complete in all respect.

**TENDER SCHEDULE.**

1	Name of the Tenderer	
2	Address of Communication with phone No./Mobile No.	
3	Money Receipt/DD No. & Date towards cost of Tender (Original money receipt of Rs.2000/- )	
4	E.M.D of Rs 20,000/-(Rupees Ten Thousands) only in shape of N.S.C./ Term deposit duly pledged in favour of D.S.W.O, Balangir.	
5	Up to date Tax Clearance Certificate in form 612 (Enclose self attested copy)	
6	Valid Income Tax PAN Number PAN Card (enclose self attested copy)	
7	<b>Rate quoted for Calendar per Unit</b> ( Including Design , taxes and transportation cost )	
8	<b>Rate quoted for New Arunima Booklet per Unit</b> ( Including Design , taxes and transportation cost )	

I Sri \_\_\_\_\_ Proprietor \_\_\_\_\_

do here by undertake that the above information are true and correct. I further undertake to abide by the terms and conditions laid down in the tender paper.

Signature of the Tenderer  
(with seal of the Firm)