

OFFICE OF THE CONTROLLER GOVT. PRINTING AND
STATIONERY, M.P., BHOPAL-462018.

Phone : 0755-2551069


No. GB-IV/Paper(K-11)/2017-18/ **2526**





Bhopal, dated 4-12-2017

TENDER NOTICE

ONLINE Bidding are invited through IT Department website <https://www.mpeproc.gov.in> for Printing and Supply of Madhya Pradesh Government Diary-2018 from the printers and Diary manufacturers who have sufficient experience of printing and manufacturing of Diaries with production facilities and have annual turnover of Rs. 20 Crores and have essentially obtained and executed at least on single order of manufacturing cost of one crore forty lakhs of Diaries's printing in a year, shall only be eligible for submitting Online Tender on or before 18-12-2017 up to 12:00 PM.

2. In all respects hard copy of technical tender document must be recieved at the office of undersigned latest by 13:00 PM on 18-12-2017 as per key-dates. Online opening of the Technical Tender and Hard Copy of the same will be opened on 18-12-2017 at 14:00 PM in the Office of the undersigned in the presence of such tenderers or their authorised representatives as may be present.


Controller,
Govt. Printing and Stationery,
M.P., Bhopal.

कार्यालय नियंत्रक
शासकीय मुद्रण तथा लेखन सामग्री,
मध्य प्रदेश, भोपाल-462018.
दूरभाष : 0755-2551069

क्रमांक जी.बी.चार/पेपर(के-11)2017-18/2526

भोपाल, दिनांक 4-12-2017

निविदा सूचना

ऐसे प्रिण्टर्स एवं डायरी निर्माता जो मुद्रण और डायरी के विनिर्माण उत्पादन का पर्याप्त अनुभव रखते हों, 20 करोड़ रुपये का टर्न ओवर हो एवं एक वर्ष में 1.4 करोड़ रुपये की डायरी निर्माण का एकल आदेश प्राप्त किया हो, से मध्य प्रदेश शासन की डायरी-2018 प्रदाय किये जाने हेतु आई.टी. विभाग की वेबसाइट <https://www.mpeproc.gov.in> से आनलाईन निविदाएँ दिनांक 18-12-2017 तक अपरान्ह 13:00 बजे तक आमंत्रित की जाती हैं ।

2. ई-टेण्डरिंग में प्रस्तुत तकनीकी भाग की हार्डकापी key-dates अनुसार अधोहस्ताक्षरकर्ता के कार्यालय में दिनांक 18-12-2017 अपरान्ह 13:00 बजे तक प्रस्तुत किया जाना होगा । ई-टेण्डरिंग का तकनीकी भाग एवं हार्ड कापी के लिफाफे दिनांक 18-12-2017 को अपरान्ह 14:00 बजे स्वेच्छा से उपस्थित निविदाकारों/उनके प्रतिनिधियों के समक्ष खोली जावेगी ।


नियंत्रक,

• शासकीय मुद्रण तथा लेखन सामग्री,
मध्य प्रदेश, भोपाल.




Key Dates and Time

1. Bid document downloading date : 17:00 P.M. on 17-12-2017
2. Bid closing & last date and time for submission on online Bids. : 12:00 P.M. on 18-12-2017
3. Last Date & Time for submission of Hard copy of technical Bids. : 13:00 P.M. on 18-12-2017
4. Date of Opening of Technical Bid. : 14:00 P.M. on 18-12-2017
5. Date of Opening of Commercial Bid. : 16:00 P.M. on 18-12-2017




Minimum Requirements to fullfill the technical tender

1. Tender document cost of Rs. 5,000/- (Rupees Five thousand) in shape of D.D. in favour of the **Controller, Govt. Printing and Stationery, M.P., Bhopal** shall be submitted.
2. EMD of Rs. 5,00,000/- (Rupees Five Lakh) in shape of F.D.R./C.D.R. for 12 months in favour of the **Controller, Govt. Printing and Stationery, M.P., Bhopal** shall be submitted.
3. Annual turnover of Rs. 20 Crores for last two years.
4. Certificate to the effect that the tenderer posses two offset sheet fed four colour machine respectivy of A/1, A/2 size and two web offset machines Double Colour A/1 size and 4 sheet fed machines Double Colour with make & Model (and a declaration that the Machines are fitted in the premises of their own).
5. Essentially obtained and executed atleast one single order of manufacturing diary cost of Rs. 1.4 Crores previously.
6. Certificate of establish fully automatic mechanised binding unit within in own permises.
7. Certificate of per day capacity of Gold Guilding work on the diary.
8. Three sample of diary as per technical details of tender.
9. Excellant sample of manufactured diaries for last 3 years.
10. Tax clearence certificate of VAT/CST last year.
11. PAN No. of the Tenderer.
12. CST Certificate.



**Controller,
Govt. Printing and Stationery,
Madhya Pradesh, Bhopal.**



Description of Prescribed for Diary of Year, 2018

1. Size - 17.2 cm. x 24 cm. (without hard case)
18.2 cm. x 24.5 cm. (with hard case)
2. Quantity - 1,38,000 (One lakh thirty eight thousands)
3. Pages Number - About 260 Pages (130 Leaf) on 70 GSM Maplitho super fine printing paper with min. 92% brightness.
4. End Paper - Shall be on 120 GSM Maplitho super fine printing paper (First and last end Paper shall be printed) is four colours as per dummy.
5. Colour Scheme - The inner/text pages of the Diary shall be furnished by the Deputy Controller, Govt. Central Press, Bhopal.
6. Binding - Hard Case, Section sewing, 2.0 mm. mill board, 250 GSM Art Card with four colour printing thermal Matt lamination pasted, Round back, Head and Tail Band, Ribbon markers and Gold gilding foreage head & tail (all three sides) shall be done on all the Diaries.
The M.P. Govt. logo and Golden leafing letter for year 2018 die shall be imposed on front cover.
7. Packing - A lot of 30 diaries should be pack in 5 ply Cartoon duly water proof packing shall be supplied.



Terms of tender for Printing. Packing and supply of Govt. Diaries for the year 2018.

1. ONLINE Bidding are invited through IT Department website <https://www.mpeproc.gov.in> from the printers and Diary manufacturers who have sufficient experience of printing and manufacturing of Diaries with production facilities and have annual turnover of Rs. 20 Crores and have essentially obtained and executed at least one single order of manufacturing one lakh Diaries with all three side gold gilding in a year, shall only be eligible for submitting Tender form. All the facilities of production of tendered material should be available under on Roof in the premises of the Tenderer. No part of the tendered work shall be given to any sub-contractor for any process of production (Printer/Binder). The Tenderer must essentially own fully automatic mechanised binding unit for preparing Diaries as per the specification specified in the Tender. Documentary evidence for the order executed shall be submitted along with the tender.

2. In all respects hard copy of technical tender document must be received at the office of undersigned latest by 13:00 PM on 18-12-2017 as per key dates. Online opening of the Technical Tender and Hard Copy of the same will be opened on 18-12-2017 at 14:00 PM in the Office of the undersigned in the presence of such tenderers or their authorised representatives as may be present.

3. Eligibility for the tenderer :-

(1) Tender document cost of Rs. 5,000/- in shape of D.D. in favour of the **Controller, Govt. Printing and Stationery, M.P., Bhopal** shall be submitted.

(2) EMD of Rs. 5,00,000/- (Rupees Five Lakh) in the shape of F.D.R./C.D.R. for 12 months of a Nationalised/Scheduled Bank, payable in favour of the **Controller, Govt. Printing and Stationery, M.P., Bhopal** shall be enclosed with the Technical Tender.

(3) It shall be essential for the tenderer to submit a certificate to the effect that the tenderer possess two offset-sheet fed four



colour machine respectively of A/1, A/2 size and two web offset machine Double Colour A/1 size and 4 sheet fed machines/ Double Colour with make & Model (and a declaration that the Machines are fitted in the premises of their own).

(4) It shall be essential for a tenderer to submit a certificate to the effect that a fully automatic mechanised binding unit is fitted within its premises.

(5) It shall be essential for a tenderer to submit a daily capacity certificate of Gold Guilding work on the Diary.

(6) It shall be essential for a tenderer to submit excellent samples of last 3 years Diary manufacturing.

(7) It shall be essential for a tenderer to submit a certificate of clearance of VAT/CST last year and PAN No.

(8) It shall be essential to submit a declaration of a Turn-over of Rs. 20 Crores yearly and a photo Copy of the order of having got an order of about Rs. 1.4 Crores previously.

(9) It shall be essential for the tenderer to submit under signature and seal, three samples of the Diary as per specification shown in the tender.

4. Rates should be quoted per unit in Rupees inclusive of Paper, Printing, Binding, Packaging, Transportation and other charges with all taxes.

5. After the opening of the commercial bid to find the L₁ rate of Diary the printer would be required to get registration with Govt. Printing & Stationery, M.P., Bhopal after the inspection of the Press of the L₁ Tenderer.

6. The successful tenderer shall have to enter into an agreement after depositing F.D.R./C.D.R. of an amount equal to 10% amount of ordered work (after deducting the amount of EMD) within fixed period. In case of

Two handwritten signatures are present at the bottom left of the page. The first signature is a simple, stylized mark, and the second is a more complex, cursive signature.

failure to enter into the agreement, EMD/Security Deposit shall stand forfeited, vis-a-vis on assigning the work to the next higher tenderer the amount of difference shall be recovered from the successful tenderer as arrears of Land Revenue.

7. Submission of Tender shall mean that the tenderer has accepted all the terms and conditions of the tender. In case the tenderer, withdraws his tender, his EMD shall be forfeited.

8. The approximated number of pages of the Diary may be reduced or increased.

9. The number of copies of the Diaries may be reduced or increased upto 15%.

10. After the final approval of the format of the Diary, 2,000 Diaries (advance copies) shall be essentially supplied on fourth day to the Office of the Deputy Controller, Govt. Central Press, Bhopal.

11. The ordered quantity of copies shall have to be supplied within 20 days (from the last date of the final approval of the format, otherwise a penalty, @ of 2% per week shall be imposed.

12. In case after the final approval of format, the advance 2,000 copies are not received within the fixed period of fourth day a penalty of Rs. 50,000/- shall be imposed.

13. The ordered material shall be supplied to the Deputy Controller, Govt. Central Press, Bhopal, Regional Press, Gwalior, Indore and Rewa by the tenderer on his expenses.

14. On receipt of complete quantity of the material to the offices noted in the supply order, as per the prescribed description, payment of the 80% of the amount shall be made. Balance 20% amount shall be made after completion of entire work.



15. The Controller, Govt. Printing and Stationery, Madhya Pradesh, Bhopal shall have the right to approve or desapprove the tender without assigning any reason therefor.

16. Any dispute between both the parties shall be referred to the Principal Secretary, Revenue Deptt. who shall be the arbitrator with the consent of the Parties and the decision passed by him shall be binding upon both the parties.



**Controller,
Govt. Printing and Stationery,
Madhya Pradesh, Bhopal**



Price Bid

Sr. No.	Description	Quantity (Nos.)	Rate (per diary) should be quoted in Rupees F.O.R. Godown Inclusive of Paper,Printing, Binding,Packing, Transportation, and Other Charges as per Tender specifications.	GST %	GST Rs.	Total Rs. (4+6)
1	2	3	4	5	6	7
1-	Diary of 2018 as per description mentioned in Tender.	1,38,000				
2-	±4 pages of the diary if pages are increased or decreased					

