



THE JAMMU AND KASHMIR STATE BOARD OF SCHOOL EDUCATION

REHARI COLONY JAMMU / NEW CAMPUS BEMINA SRINAGAR

EMAIL : ascentralformsjkbose2017@gmail.com

Location: J&K State Board of School Education Rehari Colony Jammu Tawi.	Tender No:- 83-CF Of 2017
Subject: Tender for Printing of office Stationery	Dated: 24 - 11 - 2017
Last Date for Submission of Tender:-	27- 12-2017

Sealed Tenders super scribed "Tender for Printing of Office Stationery" under two bid systems accompanied with CDR/FDR for Rs.50000/-(Rupees Fifty Thousand) only pledged to the Secretary of the Organisation are invited for printing of Office Stationery & Forms items from the printers of the Jammu & Srinagar having at least one offset machine, one letter press machine and one cutting machine. The offer shall be sent in two sealed envelopes distinctly marked "Technical Bid" and "Price Bid". The rate shall be quoted size wise on tender form for printing, binding, ruling, perforating and numbering separately for a period of One (01) year from the date of signing of contract with successful tenderer extendable by six (06) months subject to the satisfactory performance of tenderer. The tenderer shall quote its rates on the tender form in one envelope marked "Price Bid" and accompanied by the earnest money deposits as mentioned herein above. Photostat copies of permanent registration / Existence Certificate from District industries Centre, Assessment Certificate of preceding year duly authenticated by authorised signatory, proof of at least 5 years performance / experience of printing from Govt. Institutions as well as detail of machinery be submitted in another envelope marked as "Technical Bid". The tenderer must be registered with GST and have a GST Registration No.

The Tender documents can be had from the office of Assistant Secretary (Forms Central), J&K State Board of School Education, Rehari Colony Jammu /Assistant Secretary Administration, Kashmir Division, J&K State Board of School Education, New BOSE Campus Bemina, Srinagar on all working days from 06-12-2017 at 10:30 A.M to 04:00 P.M against a cost of Rs. 500/= (Rupees Five Hundred) only in shape of Bank slip. The Tender document can also be downloaded from the official website of J&K BOSE www.jkbose.com. Tender document thus downloaded from the website shall be accompanied by a Demand Draft for Rs.500/-(Rupees Five Hundred) only in favour of Secretary, J&K Board of School Education at the time of submission.

The tender documents in complete form, should reach to the office of Secretary / Joint Secretary, Administration KD , J&K State Board of School Education Rehari Colony Jammu /New Board Campus Bemina respectively by or before 27th of December ,2017 upto 3.00 p.m.

The tenders will be opened on 28th of December at 11:00 AM or any subsequent day in presence of tenderers or their authorized representatives who wish to remain present.

The Secretary, JKBoSE reserves the right to reject all or any tender without assigning any reason thereof. The successful tenderer shall have to deposit security @ 5% of the value of supply order in the shape of CDR/FDR pledged to the Secretary, J&K State Board of School Education, New Campus, Bemina, Srinagar (J&K).

No: F (CF/Tend/office/P-Sty) B/17
Dated: - 24-11-2017

A. Q. Q. Q. Q. Q.
Joint Secretary 25/11/2017
(PUBLICATION)

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TERMS AND CONDITIONS OF TENDER NOTICE ISSUED VIDE NIT NO: 83-CF of 2017

Dated: - 24-11-2017

1. The tenderer shall carefully examine the terms & conditions and specifications of the tender notice and in case of any doubt the tenderer shall get it clarified before signing the contract.
2. The offer shall be sent in two envelopes distinctly marked as "Technical Bid" & "Price Bid". The technical bid of the tender shall be opened first.
3. The tender documents should be numbered and bear signature of authorized signatory with seal on each and every page.
4. The rates should be (i) both in digits and words (ii) Inclusive of all taxes including GST. No cutting or over writing is allowed in the price bid regarding rates.
5. The supply should reach within 20 days from the issuance of supply order
6. The rates approved shall remain valid for one year from the date of issuance of the job order or as decided by the Competent Authority.
7. The acceptance of supply shall be subjected to verification by the verification committee so appointed by the Board authorities and payment shall be made after the verification of the supply made by the supplier.
8. If approved supplier fails to supply the printed office stationery as per approved samples, and Rates, the J&K BOSE shall be at liberty to arrange the supply either through retender or otherwise after giving notice to approved supplier. The extra loss, if any, involved in retendering or making alternative arrangements shall be recovered from the FDR / CDR submitted by the supplier. The rejected material, if any, will be lifted back at his own cost and expenses and has to be replaced within 05 days positively otherwise 10% shall be deducted from the FDR / CDR submitted.
9. In case, supplier fails to make the supply within the stipulated time period or makes short supply, a penalty @ 10% of the unexecuted value of the orders shall be imposed upon the supplier as deemed fit by JKBOSE authority.
10. Tax clearance certificate for last two years, "No Demand Certificate" from J & K Commercial Taxes Department / Income Tax Department should be enclosed with the tender.
11. The blacklisted firms shall not be considered for any of the bid (enclosed proof).
12. The successful tender shall submit the security deposit @ 5% of the value of the order.
13. No conditional tender be entertained.
14. The tenderer shall quote the rates for printing of JKBOSE material for both with paper and without paper. The quality of the paper should be 60 GSM, 75 GSM, 80 GSM & 100 GSM. Ledger / White Paper.

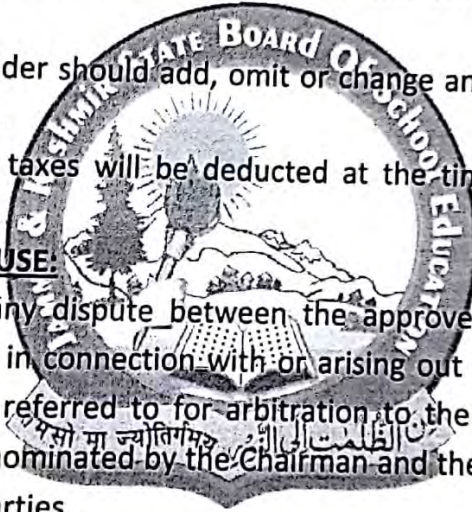


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15. The successful tenderer shall submit an affidavit to be sworn in by the applicant before 1st Class Magistrate to the effect that the paper used for printing of JKBOSE materials is as per specifications.
 16. Order shall be placed with only those printers / suppliers who have their own offset printing setup / sufficient infrastructure, registration certificate, valid declaration certificate issued by the Competent Authority, possesses the technical competence, financial resources.
 17. The J&K State Board of School Education shall disqualify the suppliers or contractor if finds at any time that the information submitted concerning the qualification of the bidder was false or materially inaccurate / incomplete.
 18. No variation in rates shall be entertained during the contract period and failure to supply the items on the agreed rates shall result in penalty / forfeiture of CDR.
 19. The successful bidder shall have to supply the items as per supply order placed by the J&K Board of School Education from time to time.
 20. All bids shall be made in accordance with the Tender document including in Annexure "A".
 21. No applicant / bidder should add, omit or change any item , term or conditions on original papers.
 22. All the applicable taxes will be deducted at the time of making payments to successful bidder.
- ARBITRATION CLAUSE:**
23. Should there be any dispute between the approved printers and purchasing authority (JKBOSE) in connection with or arising out of the present agreement, the same shall be referred to for arbitration to the Chairman, JKBOSE or any other person duly nominated by the Chairman and the decision so taken shall be binding upon the parties.
 24. A formal agreement deed incorporating the terms and conditions of the contract shall be executed between the successful tenderer and the Board authorities on Non-Judicial stamp paper of the proper value immediately after the approval of item and before supply order is placed.
 25. Those of the tenderers who deliberately or inadvertently put both Technical and Price Bid in the same envelope, their tenders shall be rejected. Single bid shall be rejected on spot.
 26. Jurisdiction for any legal proceedings shall be courts at Jammu and Srinagar only.
 27. Any other clause, if found necessary shall be kept in the agreement to be executed.





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TENDER FORM FOR TENDER NO: 83- CF OF 2017 DT: 24 -11-2017
(Please sign every page of the Tender)

1. Name of the Press: _____
2. Address of the Firm: _____
3. Address for Correspondence: _____
4. Telephone No / Mobile .No : _____
5. Name of the Proprietor / Owner: _____
6. Address for correspondence: _____
7. Mob. No.: _____
8. District industries Centre(DIC)Regn. No: _____
9. TIN NO (Copy attached): _____
10. GST NO (Copy attached): _____
11. Permanent Registration Certificate with DIC: _____
12. VAT Registration Certificate: _____
13. Sales Tax Clearance Certificate: _____
14. CDR / FDR No. _____ Dt: _____
15. Name of Bank: _____
16. Bidder's PAN No.: _____
17. Bidder's Bank name and its address: _____
18. Bidder's A/c No. : _____
19. Whether blacklisted by any Govt / Semi Govt. Organisation: _____



I / We hereby declare that the information furnished above is true and correct. In case it is found fake / forged I shall be wholly and solely responsible for every consequences including penalty / blacklisting as per the discretion of the Secretary, J&K State Board of School Education.

Place:

Dated:

Signature of Bidder / Authorised Signatory

Name of the Bidder: _____

Name of the Firm: _____

Seal of the Bidder: _____

ANNEXURE "A"
RATE SCHEDULE OF PRINTING FOR THE PRINTING OF VARIOUS RATES OF FORMS
AND BOOKLETS FOR THE YEAR 2017-2018

S.NO	Particulars	Size	Composing and printing rate for 1 st thousand, impression Black/ Colour	Composing and printing rate for subsequent impression up to 10000 Black/ Colour	Beyond 10000 Black/ colour	Negotiated rates
1	Forms (other than admission forms of different sizes) " " 17 x 27 (43 cm x 76 cm)	Full				
		1/2				
		1/4				
		1/6				
2	Forms (other than admission forms of different sizes) " " 20 x 30 (51 cm x 76 cm)	Full				
		1/2				
		1/4				
		1/8				
		1/16				
3	Forms (other than admission forms of different sizes) " " 23 x 36	Full				
		1/2				
		1/4				
		1/8				
		1/16				
4	Forms (other than admission forms of different sizes) " " 18 x 22	Full				
		1/2				
		1/4				
		1/8				

Rates for perforation: _____

Rate for numbering: _____

Binding material to be provided by the press: _____

No	Size	Ordinary binding card board on both sides covered with marble paper	Binding of registers full cloth binding	Binding of registers with binding full raxine	Cover binding with one side card board	Raxine binding registers with leather back and corners
1	20" x 30" (full)					
	20" x 30/2"					
	20" x 30/4"					
	20" x 30/8"					
	20" x 30/16"					
2	17x 27" (full)					
	17x 27/2"					
	17x 27/4"					
	17x 27/8"					

Binding, Stitching, gathering, Collecting, (Rate per thousand pages)

S.No		17 x 27/4	20 x 30/8	17 x 27/8	20 x 30/16	23 x 36/8	23 x 36/16
1	4 pages						
2	8 pages						
3	16 pages						

Weight of the card board

1. If pages are less than 50 = 16 Ounce
2. If pages are more than 50 = 24 Ounce

Padding gluing (on the back) _____

. However card board and Back and cover in front to be provided by the firm.

1. 17 x 27/4 =
2. 20 x 30/8 =
3. 17 x 27/8 =

4. 20 x 30/16 =
5. 23 x 36/8 =
6. 23 x 36/16 =

Letter pads (per 100 forms) on A-4 executive bond (paper to be supplied/ used by firm used)

18 x 36/6	Single colour Rs	(A-4 Executive Bond)
20 x 30/8	Single Colour Rs.	(Executive Bond)

The lowest rates offered by various printers for different size of printing of material as per specifications and rates, the details of which are given on page no. 1-3. Including this page. It is recommended that, if approved, may supply orders be placed in favour of the printers who have quoted lowest rates and agreed to work with this organisation on the terms & conditions given in the agreement.