

DISTRICT PROJECT OFFICE, SAMAGRA SIKSHYA, KEONJHAR  
DI OF SCHOOL CAMPUS, KEONJHAR: PH NO. 06766-254103: FAX:  
06766-256240

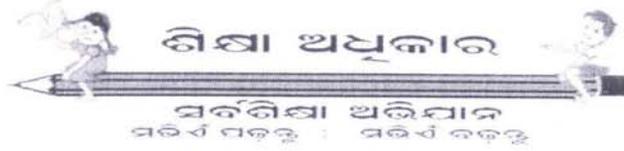
**TENDER DOCUMENTS  
FOR  
PRINTING OF REPORT CARD**

**LAST DATE - 12.02.2019 UP TO 01.00 P.M**

**OPENING DATE - 12 .02.2019 AT 04.00 P.M**

**DISTRICT PROJECT OFFICE  
SAMAGRA SIKSHYA (SS) & RIGHT TO EDUCATION (RTE) KEONJHAR  
Pedagogy Section.**

Inside BEO Office Campus, Keonjhar-758001  
Ph. No-06766-254103, Fax-256420 Email id: [dpckeonjharssa.opepa@nic.in](mailto:dpckeonjharssa.opepa@nic.in),  
[dpckeonjhar@gmail.com](mailto:dpckeonjhar@gmail.com)



Letter No. ୨୪୬/Ped/19 VI-Ped- /2018-19 Date- ୩୦.01.2019

**TENDER CALL NOTICE FOR PRINTING AND SUPPLY OF QUESTION-CUM-BLANK ANSWER SHEETS FOR SUMMATIVE ASSESSMENT-II AND REPORT CARD-2018-19.**

Sealed Tenders are invited in the prescribed format from reputed firms having GST Certificate and valid PAN for printing, Packing and supply of **Question-cum-Blank Answer Sheets** (Odia, English, Hindi, Sanskrit, Urdu) for Summative Assessment-II, 2018-19 and **Report Card** (Odia) from class-I to VIII under Keonjhar District. Tender should be submitted abiding by the terms and conditions as specified in the detail Call Notice. The Tender Papers ( Bid Documents) containing detailed specification with terms and conditions can only be obtained by downloading the same from Keonjhar District website i.e. [www.keonjhar.nic.in](http://www.keonjhar.nic.in) and [www.opepa.in](http://www.opepa.in). The cost of Tender Paper is **Rs.1000.00**(Rupees One Thousand ) only for each item which is non-refundable & to be deposited along with the Tender Paper in shape of Bank Draft drawn in favour of District Project Co-ordinator, RTE-SS, Keonjhar separately for Question-cum-Blank Answer Sheet and Report card. The tender document should be reached to the District Project Co-ordinator, RTE-SS, Keonjhar through Regd./Speed Post only on or before **12.02.2019 by 01.00 P.M.** and the Bid documents will be opened on **12.02.2019 at 04.00 P.M** in the Mini Conference Hall of Collectorate, Keonjhar in presence of members of the District Procurement Committee, Bidders or authorized Agents/Representatives. Quotation received after due Date and time will not be entertained.

The authority reserves every right to accept/reject/cancel in full/part of any tender without assigning any reason thereof.

  
District Project Co-ordinator  
RTE-SSA, Keonjhar

### TERMS CONDITIONS

1. Tender Papers must be submitted in sealed, covered and addressed to District Project Co-ordinator,SSA,Keonjhar by Speed Post/Registered Post for printing and supply of Report Card(Odia) from Class-I to Class-VIII for Report Card. The sealed envelopes containing the quotation should be superscripted with "**Tender for Printing and Supply of Report Card,2018-19**"
2. Tender Papers will be received by the District Project Office, SSA, Keonjhar through Speed Post/Registered Post only on or before **Dt.12.02.2019 up to 01.00 PM** during the office hours (except holidays) and will be opened on **12.02.2019 at 04.00 P.M** in presence of the District Purchase Committee members and the bidders or their authorized representative.
3. The Tender Papers should be submitted along with the following documents failing which tender document is liable to be rejected.
  - Application form duly filled up and full signature of the Bidder.
  - Self attested Photocopy of the GST certificate registration number.
  - Self attested Photocopy of PAN Card.
  - Self attested Photocopy of ITC certificate.
  - Self attested Paper Sample with brand/company name (only one sample Paper with single quotation will be entertained).
  - Certified document in support of the financial turnover of the firm for two years towards supply of printed question-cum-blank answer sheet/Report Card.
  - The Bidder must be submitted the DIC registration Certificate issued from Govt.of Odisha.
  - Cost of Tender Paper of Rs.1,000/- (Rupees One Thousand) only and EMD of Rs.50,000/- (Rupees Fifty Thousand) only in shape of Bank Draft in favour of District Project Co-ordinator, SSA, Keonjhar. If the successful Bidder fails to make agreement,withdraws the tender or deviate the terms and conditions, the EMD and security amount will be forfeited.
04. No Exemption Certificate in respect of EMD and Security deposit will be accepted.
05. Quality of Paper for Report Card should be **220 GSM** Pulp board, Paper size-Demi 1/4<sup>th</sup>.
06. Conditional tender will not acceptable and will be rejected.



07. Order for printing & supply will be placed in bulk as per requirement, which are approximately 2,50,000 with both side printing in Bi-colour. The number may increase or decrease.
08. The successful bidder will arrange the Report card School wise with proper labelling, Cluster wise and finally the packet of each cluster should be placed in Gunny Bag and supply to the BEO point and with acknowledgement receipt. The bidder will be responsible for proper counting & printing of exact number of Report Card as per indent.
09. The firm/bidder has to quote the price including all taxes as prescribed under Govt. norms and rate will remain valid up to the agreement period.
10. The bidder should quote the rate of Report card including paper cost, printing cost, plate making cost and packing cost per 1000 sheets.
11. The printing must be in offset process using eco-friendly ink (ISO/ISI) standard as directed by the Hon'ble High Court, Odisha.
12. Delivery should be made within 15 days of receipt of supply order from the District Project Office, RTE-SSA, Keonjhar unflinchingly.
13. The successful Bidder has to deposit Rs.40,000/-(Rupees Forty thousand) only as security money in shape of Bank Draft in favour of District Project Co-ordinator, SSA, Keonjhar which will be refunded without interest after successful completion of the entire process. No exemption certificate will be accepted.
14. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the Tender Paper. In case of any deficiency, the tender shall be summarily rejected.
15. The authority reserves the right to cancel all or any part of tender or withdraw or relax any of the terms and conditions mentioned above without assigning any reason thereof.
16. The successful bidder will have to enter into an agreement with DPC, SSA Keonjhar for Printing & Supply of Report Card at BEO Point on the above terms and condition.
17. In the event of any dispute arising in respect of the clauses of the agreement the same shall be resolved through negotiation.
18. TDS will be deducted as per Govt. norm.

CPM

19. The intending firm/suppliers should have to submit an Affidavit that the **firm has not been black listed** by any Govt. organization
20. The Payment shall be made on receipt of the quality report of the paper from the **Director, Text Book Production and Marketing, Bhubaneswar.**

  
District Project Coordinator  
SSA, Keonjhar

Full Signature of the Bidder

**APPLICATION FORM**  
**QUOTATION CALL NOTICE FOR PRINTING & SUPPLY OF REPORT CARD, 2019**

1	Name of Firm/Offset Printer	
2	Name of M/S:-	
3	Address:	
4	Contact No	
5	PAN No	
6	GST/TIN No	
7	VAT Clearance Certificate No with date	
8	Paper Quality with brand/company name for Report Card	
9	<b>Cost of Tender paper in details</b>	
9.1	D.D.No	
9.2	Bank	
9.3	amount	
9.4	Date	
10	<b>EMD amount in details</b>	
10.1	DD.No	
10.2	Bank	
10.3	amount	
10.4	Date	

**SPECIFICATION OF THE PRINTING ITEMS**

Sl.No	Printing Item	Paper Quality	Paper Size	Rate up to 1000 sheets		Total
				Single side Print	Both side Print	
1	Report card <b>(Printing Bi-Colour)</b>	220 GSM Pulp board One Fold Four Pages	Demi 1/4 <sup>th</sup>			
2	Transporting Charge to 13 BEO Point					

I hereby declare that the above statements are true and correct to the best of my knowledge and belief.

Seal & Signature of the bidder  
Date

