

DELHI BUREAU OF TEXT BOOKS

(An Autonomous Organisation of the Govt. of NCT of Delhi)

25/2, Institutional Area, Pankha Road,

“D” Block, Janakpuri, New Delhi - 110058

Phones 2852-2049, 28524202 FAX 2852-0901

TERMS AND CONDITIONS OF THE TENDER

Sealed tenders are invited from reputed and experienced offset printers in textbook printing within NCR region having at least two offset machines with a valid license in the field issued by the appropriate authority for the printing of Question Bank Booklet in Hindi, English and Urdu medium. The detailed specification are given below: -

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|------|------------------------------------|--|
| 1. | Name of the Publication | Seven question bank booklets i.e. |
| i) | Question Bank for class X | Hindi 500 pages (Approx.) |
| ii) | Question Bank for class X | English 500 pages (Approx.) |
| iii) | Question Bank for class X | Urdu 500 pages (Approx.) |
| iv) | Question Bank for class XII | Science Stream |
| | | English 400 pages (Approx.) |
| v) | Question Bank for class XII | Commerce Stream |
| | | English 400 pages (Approx.) |
| vi) | Question Bank for class XII | Arts & Vocational Stream |
| | | Hindi 228 pages (Approx.) |
| vii) | Question Bank for class XII | Arts 228 pages (Approx.) |
| | | Urdu medium |

The Bureau will provide the composed material and CD of the aforesaid job.

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|------|--|--|
| 2. | Quantity | |
| i) | Question Bank for class X | 92,000 copies in Hindi,
22,000 copies in English medium
1500 copies in Urdu medium. |
| ii) | Question Bank for class XII | Science Stream |
| | | 7,500 Copies in English |
| iii) | Question Bank for class XII | Commerce Stream |
| | | 21,000 copies in Hindi |
| iv) | Question Bank for class XII | Humanities and Vocational Stream |
| | | 50,000 copies in Hindi. |
| v) | Question Bank for class XII | (Arts) 1,000 copies in Urdu medium. |
| 3. | Size of Publications: - Demy Quarto size -- Trimmed size 21.3X
26.9 cm. | |
| 4. | No. of Colours: - Text in single colour and cover in four colour. | |

5. **Style of binding:** Section sewing cover creased and pasted with or without end leaves and cut flush.

The trimmed size of the booklet will be 21.3 X 26.9 cm. Over trimming penalty will be imposed as per rules i.e. if the over trimming is more than 5 mm and printed margins are damaged then in that event the booklets would be considered as purely defective one and the printer shall not be made any payment of the printing of the question bank booklets and the defective booklets shall be compensated.

6. **Paper and Material:-** The paper for the printing of text and cover will be procured by the printer from his own resources in the following specifications.

- a) **Text Paper:** - White printing 57 X 89 cm – 70 gsm with BIS specifications IS 1848/91 with smooth finish on both side, manufactured from virgin pulp and having at least 72% brightness of standard mill.
- b) **Cover Paper:-** White M.G. 58.5 X 91.5 cm 220 gsm paper with BIS specifications 6956/73 of standard mill.

The paper shall be in accordance to the specification mentioned above at (a) and (b) i.e. BIS specification and attach the sample of text and cover with the tender, failing which the tender will be rejected. If the paper is not found as per specification in the finished product, proportionate cost will be deducted from the printer's bill.

7. **Payment:-** 80% value of the bill shall be paid as far as possible within 10 working days of the satisfactory supply of the complete consignment and its bill and the balance 20% within reasonable time of supply of the consignment after verification from the zones/schools. The payment will be made according to the final set-up of pages proportionately.
8. **Delivery:** - To be delivered at the 28 zonal offices of Education Officer of the Directorate of Education, GNCT of Delhi.
9. **Packing:** - The packets of 25 booklets will be wrapped in craft paper and tied with sutli.
10. **Time schedule:** - The entire supply is to be completed within 30 days from the date of order positively failing which a penalty for delay will be imposed @ 5% per week on the value of the booklet remaining un-supplied.

11. **Last date of submission of the tender is 4-10-2007 upto 2.30 p.m. The tenders will be opened on the same day at 3.00 p.m. in the conference room of the Bureau.**
12. **Bid security of Rs. 2,50,000 in the form of FDR/CDR/Bank draft of any schedule Bank must accompany the tender form in favour of Managing Director, Delhi Bureau of Text Books.**
13. **The printer should be registered with the Sales Tax Department and also produce the sales tax clearance certificate. The rates should be inclusive of all taxes and VAT. However, the payment to be made by the Bureau shall be subject to TDS.**
14. **The printer will not print any extra copies without the permission of the Bureau. In case of any complaint in this regard, action may be initiated against the tenderer under the copyright act.**
15. **The Chairman of the DBTB does not bind himself to accept the lowest or any tender and reserves the right to accept the tender in whole or in part or reject it entirely without assigning any reasons, whatsoever be.**
16. **In the event of any dispute, the decision of the Chairman, DBTB shall be final and binding.**
17. **Any dispute shall be subject to the jurisdiction of appropriate Hon`ble Courts of Delhi/New Delhi.**

**Sd/-
(HEMENDRA SINGH)
SECRETARY**

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FORM OF QUOTATION

S.No.	Description of printing job	Specification Demy Quatro- (21.3 x 26.9 cms)	No. of copies to be printed
1.	Question Bank Booklets for class 10 th in Hindi, 500 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 92,000 copies	92,000
2.	Question Bank Booklets for class 10 th in English, 500 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 22,000 copies	22,000
3.	Question Bank Booklets for class 10 th in Urdu, 500 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 1,500 copies	1,500
4.	Question Bank Booklets for class 12 th Science Stream in English, 400 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 7,500 copies	7,500
5.	Question Bank Booklets for class 12 th in Hindi & English (Bilingual), 400 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 21,000 copies	21,000
6.	Question Bank Booklets for class 12 th for Arts and Vocational Stream in Hindi, 228 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 50,000 copies	50,000
7.	Question Bank Booklets for class 12 th in Urdu medium (Arts), 228 pages (Approx.)	Rs. _____ per forme for 8 pages (including cover) for 1,000 copies	1,000

Details of EMD _____

EMD of Rs. _____

Vide CDR/FDR/Bank Draft No. _____

Dated: _____

Drawn in favour of _____

Name & Signature of the Tenderer with stamp