

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: PHYSICAL EDN. BRANCH
CHHATTRASAL STADIUM: MODEL TOWN: DELHI: 110009.

TENDER FORM FOR PRINTING WORKS,
(TO BE FILLED BY THE TENDERER)

TECHNICAL BID

FORM TO BE DEPOSITED: Upto 2.30 p.m. on 12-12-2013

TENDER TO BE OPENED: At 3.30 p.m. on 12-12-2013

A.1 (a) Name of the Firm.....

(b) Address of the Firm

© Name & address of the Prop./Partner

2. (a) TIN No

(b) PAN No.....

(c) Attested copy of TIN Registration.

(d) Attested copy of PAN Registration

3. Bid security deposited vide Demand Draft No.

Dated..... for Rs.....

4. (a) Whether any supply had been made to Govt. Department in the past.....

If yes, please furnish full details maximum four copies & supply/work order received during the year.

Year	Details of Items	Names of Deptt.	Amt.
2010-11			
2011-12			
2012-13			

5. Annual Turnover

Year	Turnover (in Rs.)
2010-11	
2011-12	
2012-13	

B. Printing works.

Rates are invited from reputed printing firms for printing work:-

S.No.	Items
1.	Printing of certificates (per pc) (Size 9"x11" approx.) a)Screen printing b)Multi colour printing
2.	Score sheet. (per pad of 100 sheet) a) A/4 in one colour b)A/3 in one colour
3.	Invitation Cards Screen Printing (Size 5"x 7")(Per Pc.) Invitation Cards Multi Colour Printing (Size 4.5"x10")(Per Pc.)

TERMS & CONDITIONS

- 1.The rates should be inclusive of free delivery in any part of Delhi.
- 2.Acceptance of the goods will be subject to the inspection / examination by experts and are liable to be rejected if they do not confirm to the requirement. If the material is found defective, it is to be replaced within a week.
- 3.The articles/work should be of high quality and strictly according to the requirement.
- 4. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope inscribing "TECHNICAL BID FORM FOR PRINTING WORKS" on it & also mentioning name & address of the Tenderer on it.**
5. Terms & conditions duly signed in token of acceptance should accompany the Technical bid.

(SAT PAL)
ADDL. DIRECTOR OF EDN. (SPORTS/PE)

All the above terms and conditions are accepted by me/us.

Signature with seal of the firm.

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: PHY. EDN. BRANCH

CHHATTRASAL STADIUM: MODEL TOWN: DELHI: 110009.

TERMS & CONDITIONS OF THE TENDER FOR PRINTING WORKS

1. Sealed tenders are invited for/on behalf of President of India for various printing Works as given in the tender form.
2. The tender shall consist of two sealed covers consisting of a technical bid, and a financial bid. All these sealed covers inscribed in the bold letters on the envelope i.e. technical bid & financial bid shall be sealed in one big envelope due mentioning "Tender for Printing works". The big envelop shall be deposited in a box kept in the room of Addl. DE (Sports) at Chhatrasal Stadium, Model Town, Delhi. The tender shall be accepted up to 2.30 p.m. on 12.12.2013. No tender shall be entertained thereafter under any circumstances.
3. Rates shall not be quoted on "Technical bid". If they are mentioned directly or indirectly, the bid shall be summarily rejected.
4. First, the technical bids shall be opened on 12-12-2013 at 3.30 p.m. in the room of Addl.D.E. (Sports) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened whose technical bids are approved.
- 5(a)The tenders must be accompanied by Bank Demand Draft / FDR for the amount mentioned below against each item as Bid security of any scheduled bank in favour of D.D.O.(Phy.Edn.)). Bid Security received in any other form shall not be accepted:-

S.No.	Item	Amount of Bid Security (in Rs.)	Amount of minimum turnover (Rs.)
.....			
1.	Printing works	10,000/-	2, 00,000/- p.a.

- (b) The tenderer should submit the documentary proof of minimum turnover of the firm (indicated in the tender document duly authenticated by Chartered Accountant for the last 3 years.
- (c) The tender will be rejected out rightly in case above (a) & (b) the tender does not comply with terms.
6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or other wise be final.
7. In case the tenderer, whose rates have been approved, and after the order is placed, fails to discharge the obligation of tender so awarded to him, part or in full or on the grounds of

quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against defaulter contractor.

8. The article ordered / supplied would be subject to inspection by the authorized team / representatives of the Director of Edn. at any place to be decided by the department. The goods supplied / ordered are liable to be rejected, if the same do not come up to prescribed specification / approved samples. The tenderer has to bear all the cost at his own risk.

9. No interest on Bid Security will be paid.

10. The bid security of unsuccessful tenderer will be returned on finalization of the tenders.

11. The payment towards the supply of the articles shall be made directly to the party by the Directorate of Education, Delhi.

12. The bid security of the successful tenderer will be retained and treated as security deposit upto expiry of tender and for balance amount of security deposit, if required, will be asked by the Department after finalization of the tender.

13. Any tender which bears cutting, over-writing in the rates, shall not be considered.

14. Income Tax to be deducted at source @ 2% in all cases of payment to contractor.

15. The tender which does not comply with any of the above condition will be rejected.

16. These terms and conditions are to be signed by the tenderers at the place specified below which would be finally and legally binding on him. The tenderer is not entitled to insert / add / delete any term / condition whether made herein or thereby in separate note / letter and the Director of Education shall not be bound for any such addition / deletion.

17. The Director of Education shall also have the right to bifurcate and award the contract to any number of tenderers and his decision in this regard shall be final and binding upon the tenderers.

18. In case of dispute, the decision of the Director of Education shall be final and binding on the parties.

19. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.

20. The terms of the tender will be one year from date of acceptance / approval of the competent authority and rates will be valid for sports branch also.

21. The quantity of cards etc. will be decided as per the need of the programme

22. In case of any legal dispute, the same shall be within the jurisdiction of Delhi.

23. The terms of the tender will be one year from date of acceptance/approval of the competent authority and rates will be valid for PE & sports branch. The tender rates can be extended for another one year subject to the satisfactory performance of the dealer and approval of the Competent Authority.

(SATPAL)
ADDL. DIRECTOR OF EDN. (PE&SPORTS)

Acceptance of the Tenderer :

All the above terms and conditions are accepted by me/us. I / we bound myself / ourselves to observe them in the event of my / our tender being accepted. The earnest money in the form of Demand Draft/FDR for Rs. _____ is enclosed.

Signature of the tenderer with seal of the firm.

Place _____

Dated _____

Witness :- 1. _____

2. _____

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

DIRECTORATE OF EDUCATION: PHY. EDN. BRANCH

CHHATTRASAL STADIUM: MODEL TOWN: DELHI: 110009.

TENDER FORM FOR PRINTING WORKS
(TO BE FILLED BY THE TENDERER)FINANCIAL BID

FORM TO BE DEPOSITED: Upto 2.30 p.m. on 12-12-2013

TENDER TO BE OPENED: At 3.30 p.m. on 12-12-2013

A.1 (a) Name of the Firm.....

(b) Address of the Firm

© Name & address of the Prop./Partner

B. Printing works:-

Rates are invited from reputed dealers for Printing works.

S.No.	Items	Rates (in Rs.)
1.	Printing of certificates (per pc) a)Screen printing b)Multi colour printing	
2.	Score sheet. (per pad of 100 sheet) a)A/4 in one colour b)A/3 in one colour	
3.	Invitation Cards Screen Printing(Size 5"x 7")(Per Pc.) Invitation Cards Multi Colour Printing(Size 4.5"x10")(Per Pc.)	

The rates should be indicated per item including the cost of paper, cutting, cartage, labour, transportation etc. as well as inclusive of Value Added Tax and other govt. levies.

The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in, should be sealed in a separate envelope inscribing "FINANCIAL BID FORM FOR PRINTING WORKS" on it & due mentioning name & address of the tenderer on it.

Signature with name & stamp of firm