

## eProcurement System of Government of West Bengal

## Tender Details



Date : 13-Jan-2023 04:06 PM

**Basic Details**

<b>Organisation Chain</b>	DEPARTMENT OF HIGHER EDUCATION  NETAJI SUBHAS OPEN UNIVERSITY		
<b>Tender Reference Number</b>	AC/343/22-23		
<b>Tender ID</b>	2023_DHE_445916_1		
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Item Rate
<b>Tender Category</b>	Works	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	Yes
<b>Payment Mode</b>	Online	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

**Payment Instruments**

Online Bankers	S.No	Bank Name
	1	ICICI BANK
	2	ICICI NEFT/RTGS

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual /Technical	.pdf	NIT
2	Finance	.xls	BOQ
		.pdf	BOQ

**Other Important Documents**

S.No	Category	Sub Category	Sub Category Description	Format/File
1	CERTIFICATES	GST Registration Certificate	GST Registration Certificate	
2	CERTIFICATES	Permanent Account Number	Permanent Account Number	
3	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA,TRADE LICENCE,COMPANY REGISTRATION CERTIFICATE	
4	CREDENTIAL	CREDENTIAL 1	CREDENTIAL 1	
5	CREDENTIAL	CREDENTIAL 2	COMPLETION CERTIFICATES	
6	DECLARATION	DECLARATION FILE 1	DECLARATION FILE 1	
7	DECLARATION	DECLARATION FILE 2	DECLARATION FILE 2	

**Tender Fee Details, [Total Fee in ₹ \* - 0.00]**

<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
<b>Tender Fee Exemption Allowed</b>	No		

**EMD Fee Details**

<b>EMD Amount in ₹</b>	1,00,000	<b>EMD through BG/ST or EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Nil	<b>EMD Payable At</b>	Nil

[Click to view modification history](#)
**Work /Item(s)**

<b>Title</b>	AC/343/22-23
<b>Work Description</b>	PRINTING OF SLM
<b>Pre Qualification Details</b>	Please refer Tender documents.

<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	0.00	<b>Product Category</b>	Miscellaneous Works	<b>Sub category</b>	NA
<b>Contract Type</b>	Empanelment	<b>Bid Validity(Days)</b>	730	<b>Period Of Work(Days)</b>	30
<b>Location</b>	KOLKATA	<b>Pincode</b>	700064	<b>Pre Bid Meeting Place</b>	SALT LAKE, KOLKATA
<b>Pre Bid Meeting Address</b>	NSOU, 4TH FLOOR, DD-26, SALT LAKE, KOLKATA-700064	<b>Pre Bid Meeting Date</b>	31-Jan-2023 01:00 PM	<b>Bid Opening Place</b>	KOLKATA
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

**Critical Dates**

<b>Publish Date</b>	13-Jan-2023 06:00 PM	<b>Bid Opening Date</b>	13-Feb-2023 12:00 PM
<b>Document Download / Sale Start Date</b>	13-Jan-2023 06:00 PM	<b>Document Download / Sale End Date</b>	10-Feb-2023 06:00 PM
<b>Clarification Start Date</b>	NA	<b>Clarification End Date</b>	NA
<b>Bid Submission Start Date</b>	01-Feb-2023 06:00 PM	<b>Bid Submission End Date</b>	10-Feb-2023 06:00 PM

**Tender Documents**

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	NIT	707.18

  

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_886924.xls	BOQ	268.50

**Bid Openers List**

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sachindrakar@yahoo.in	SACHINDRA CHANDRA KAR	SACHINDRA CHANDRA KAR
2.	debanjanhr@gmail.com	DEBANJAN GHOSHAL	DEBANJAN GHOSHAL
3.	gopaldas1984@gmail.com	Gopal Das	GOPAL DAS

**Tender Properties**

<b>Auto Tendering Process allowed</b>	No	<b>Show Technical bid status</b>	Yes
<b>Show Finance bid status</b>	Yes	<b>Show Bids Details</b>	Yes
BoQ Comparative Chart model	SingleWindow	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	Yes

**Tender Inviting Authority**

<b>Name</b>	FINANCE OFFICER
<b>Address</b>	NSOU, 4TH FLOOR, DD-26, SALT LAKE, KOLKATA-700064

**Tender Creator Details**

<b>Created By</b>	SACHINDRA CHANDRA KAR
<b>Designation</b>	FINANCE OFFICER
<b>Created Date</b>	13-Jan-2023 04:00 PM



## **Notice Inviting Tender**

**Memo No: AC/343/2022-23**

**Dated: 13-01-2023**

Rates for printing of Self Learning Materials are invited from Reputed Printers for empanelment. Interested Printers are to participate in the e-Tender bidding process as per specifications mentioned below in the Table.

Annexure I	SPECIFICATION FOR TECHNICAL BID	Page : 02
Annexure II	SPECIFICATION FOR FINANCIAL BID	Page : 03 & 04
Annexure III	GENERAL TERMS & CONDITIONS	Page : 05 & 06

Financial bid will be opened only if technical bid is found in order as per specifications.

### **DATE AND TIME SCHEDULE**

Date of Publication of Tender Online through website <a href="https://wbtenders.gov.in/">https://wbtenders.gov.in/</a>	13.01.2023 after 18.00 Hrs.
Date of Document Download Start	13.01.2023 after 18.00 Hrs.
Date of Bid Submission Start	01.02.2023 after 18.00 Hrs.
Date of Bid Submission Closing	10.02.2023 before 18.00 Hrs.
Date of Opening of Technical Bid	13.02.2023 on or after 12.00 Noon
Date of Opening of Financial Bid	To be notified later
Pre Bid Meeting	On 31.01.2023 at 1 p.m

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
Email: [sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



## **ANNEXURE - I**

### **TECHNICAL SPECIFICATION**

1. The Printers should have self-owned Printing Press for last 10 years.
2. The Printers should have Experience for at least 10 years in printing jobs of SLM/Text Book as specified in the Rate Chart.
3. The Printers should have good Financial Standing / Track Record of supplying printed text books/SLM of minimum value of Rs. 3,00,000/- (Three lakh) against any single order during the last three years.
4. The Printers should have yearly turnover of more than Rs. 1,00,00,000/- (One Crore) at least for three years during the period of last 10 years ending as on 31<sup>st</sup> March, 2022.
5. The Printers should have experience of same type of work for at least five (5) years with Educational Institutions or with any Departments / Undertakings of the Govt. of West Bengal / Govt. of India.
6. The Printers should have their place of Printing Works/Press located in West Bengal.
7. The Printers should have legal compliance such as: (1) GST Number, (2) PAN / TAN & (3) AADHAAR (wherever applicable).
8. Only one Tender will be accepted if multiple Tenders are submitted by same enterprise and its sister-concern/allied concern.
9. Bidder should deposit Earnest Money of **Rs. 1,00,000/-** (Rupees One Lakh Only) through online vide West Bengal Government e-procurement system <https://wbtenders.gov.in>. EMD will be refunded as per Rules of e-Tender after selection of bidder without any accrued interest for all unsuccessful bidders through online vide West Bengal Government e-procurement system <https://wbtenders.gov.in>.

The intending applicant printers are to submit relevant documents in support of their Credentials as noted above for all items.

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
Email: [sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



## **ANNEXURE - IIA**

### SPECIFICATION FOR FINANCIAL BID FOR SLM / RATE CHART FOR SLM FOR DELIVERY AT KALYANI

No. of Copies	Text Printing per Page (Mono Colour), 58 GSM, Cream Wove Paper INR	Text Printing (Bicolour)per Page, 58 GSM, Cream Wove Paper INR	Cover Printing (Mono Colour), 90 GSM, Chromo Art Paper with Lamination INR	Cover Printing (Bicolour), 90 GSM, Chromo Art Paper with Lamination INR	4 Colour Cover Printing with Lamination INR	Text Printing per Page (Multi Colour), 58 GSM, Cream Wove Paper INR	Bindin g Per Page INR	DTP per page INR	Scanning Charges per Page INR
1	2	3	4	5	6	7	8	9	10
1-500									
501-1000									
1001-2000									
2001-3000									
3001-4000									
4001-5000									
5001-10000									
10001-15000									
15001-20000									
20001-30000									
30001-50000									

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
Email: [sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



## **ANNEXURE - IIB**

### SPECIFICATION FOR FINANCIAL BID FOR SLM / RATE CHART FOR SLM FOR DELIVERY AT KOLKATA

No. of Copies	Text Printing per Page (Mono Colour), 58 GSM, Cream Wove Paper INR	Text Printing (Bicolour)per Page, 58 GSM, Cream Wove Paper INR	Cover Printing (Mono Colour), 90 GSM, Chromo Art Paper with Lamination INR	Cover Printing (Bicolour), 90 GSM, Chromo Art Paper with Lamination INR	4 Colour Cover Printing with Lamination INR	Text Printing per Page (Multi Colour), 58 GSM, Cream Wove Paper INR	Binding Per Page INR	DTP per page INR	Scanning Charges per Page INR
1	2	3	4	5	6	7	8	9	10
1-500									
501-1000									
1001-2000									
2001-3000									
3001-4000									
4001-5000									
5001-10000									
10001-15000									
15001-20000									
20001-30000									
30001-50000									

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
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Mobile No: 9432747119



## **ANNEXURE – III**

### **GENERAL TERMS, CONDITIONS AND INSTRUCTIONS**

- 1) The bidders are to participate in the bidding process for the Tender only online at <https://www.wbtenders.gov.in>. as per prescribed format (BOQ).
- 2) Price quoted should be excluding GST.
- 3) Price shall be quoted in INR only.
- 4) Any additional cost not mentioned in the offer has to be borne by the bidder.
- 5) Incomplete and Conditional Bids will be summarily rejected without assigning any reasons thereof.
- 6) In case of any dispute, the decision of the University authority shall be final and binding on the bidders.
- 7) Tenders must be submitted in two Separate Bids- (1) Technical Bid covering all the credentials noted above, (2) Financial Bid for different types of printing specified in the Rate Chart annexed in the Tender Notice. The Technical Bid, if found suitable, to meet the specifications noted above, will be followed by Financial Bid.
- 8) Refundable Security Money of Rs. 5,00,000/- (five lakh) only are to be deposited on-line as per above specifications by the Selected Printer(s) within 15 days from the date of empanelment. The Security Money is refundable on successful completion of execution of the work or termination of empanelment or withdrawal of consent to continue printing job without interest.
- 9) On the basis of the lowest rates quoted for each category of (vide Annexure - II) printing job one L-1 Matrix will be prepared and the bidders will have to accept to work as per the rates in said L-1 Matrix and accordingly a panel of Printers will be prepared. On acceptance of the rates depicted in L-1 Matrix, the empanelled Printers are to enter into an agreement with the University regarding execution of the job wherein the essential terms and conditions of the execution of the assignment will be indicated.
- 10) The quantum of assignment to be given to the Printers will be decided upon by the University authority.
- 11) The place of delivery is at Kalyani Regional Centre, Ghosh Para, Kalyani until further notice.





- 12) The rate quoted in the Rate Chart of Financial Bid under Annexure IIA and IIB will be inclusive of Delivery Charges for Regional Centre, NSOU, Ghosh Para, Kalyani and Kolkata & New Town Rajarhat.
- 13) The said agreement with the empanelled Printers will be initially for two years and may be renewed further on same terms and conditions on the basis of their satisfactory performance.
- 14) The applicant printers are to submit all relevant documents in support of their Credentials viz. Copies of (a) Audited Financial statements of last three years, (b) credentials as proof of Financial Standing/ Track Record and (c) proof of execution of supply as noted above in Annexure - I.
- 14) However, in all the aforesaid matters the decision of the University will be final.
- 15) The judicature of any legal disputes arising out of the above matters will be under the Hon'ble High Court, Calcutta.
- 16) The Authority of NETAJI SUBHAS OPEN UNIVERSITY reserves the right to reject any or the entire bids received without assigning any reason thereof.
- 17) The applicant printers / bidders are hereby informed to be present in the pre-bid Meeting in the Chamber of the Finance Officer, NSOU at DD 26, Sector – 1, Salt Lake, Kolkata – 700064 on or before 1.00 PM sharp on 31<sup>st</sup> January, 2023(Tuesday). Contact No. 9051162059.
- 18) The applicant printers to participate in the bidding process are to fill in the following Formats given in the page No. 7, 8, 9 and BOQ.

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
Email: [sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



To  
The Finance Officer  
Netaji Subhas Open University  
DD 26, Sector – 1, Salt Lake  
Kolkata – 700064

Ref: Memo No: AC/343/22-23 Dated: 13-01-2023

Sub: Submission of Bid – Technical & Financial with reference to the above.

Sir,

As per guidelines given in the Tender Notice we are quoting the printing rate in the prescribed Rate Chart along with the Technical Credentials supported with relevant documents as applicable.

We have read all the terms and conditions given in the Tender Notice and do hereby undertake to obey the rules and regulations of e-Tender.

With regards

Signature with Seal & Date:

Name of Bidder:

Name of Organization:

Mailing Address:

Mobile No of Contact Person:

Email Address of the Organization:



## **ANNEXURE - I**

### **CHECK LIST OF TECHNICAL SPECIFICATION**

SL. No.	Particulars	Put Y if Yes/ put N if No
1	Self-owned Printing Press for 10 years.	
2	At least 10 years' experience in similar kind of printing jobs.	
3	Track record of supplying SLM of minimum value of Rs. 3,00,000/- (Three lakh) against any single order during the last three years.	
4	Yearly turnover of more than Rs. 1,00,00,000/- (One Crore) at least for three years during the period of last 10 years ending as on 31 <sup>st</sup> March,2022.	
5	Experience of same type of work for at least five (5) years with Educational Institutions, or with any Departments / Undertakings of the Govt. of West Bengal / Govt. of India.	
6	Place of Printing Works/Press located in West Bengal.	
7	Legal compliance such as: (1) GST Number, (2) PAN / TAN & (3) AADHAAR (wherever applicable).	
8	Only one Tender is submitted by our organisation and sister concern.	
9	Deposit of Earnest Money of <b>Rs. 1,00,000/-</b> (Rupees One Lakh)	

Signature with Seal & Date:

:



## **ANNEXURE – III**

### **CHECK LIST OF GENERAL TERMS & CONDITIONS AND INSTRUCTIONS**

SL. No.	Particulars	Put y if Yes/N if No respectively
1	Price quoted excluding GST	
2	Price quoted in INR	
3	Any additional cost not mentioned in the offer to be borne by the bidder.	
4	Submission of Audited Financial statements of last three years	

Signature with Seal & Date:

Enclosures:

1. Copy of GST Registration Certificate
2. Copy of PAN
3. Copy of AADHAAR as applicable
4. Copy of Audited Accounts for 2019-20, 2020-21 & 2021-22.
5. Copy of Proof of Financial Standing / Track Record of supplying printed text books of minimum value of Rs. 3,00,000/- (Three lakh) against any single order during the last three years.
6. Copy of Proof of yearly turnover of more than Rs. 1,00,00,000/- (one crore) at least for three years during the period of last 10 years ending as on 31<sup>st</sup> March, 2022.
7. Copy of Proof of experience of same type of work for at least five (5) years with Educational Institutions, or with any Departments / Undertakings of the Govt. of West Bengal / Govt. of India.
8. Copy of Proof of place of Printing Works/Press located in West Bengal.
9. Proof of Deposit of Earnest Money of **Rs. 1,00,000/-** (Rupees One Lakh Only) through online

Signature with Seal & Date:

Signature Not Verified

Sachindra Chandra Kar, Finance Officer, Email: [sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in), Mobile No. 9432747115

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Digitally signed by SACHINDRA CHANDRA KAR  
Date: 2023.01.13 15:55:26 IST  
Location: West Bengal-WB