

**TENDER DOCUMENT
FOR**

PRINTING OF SHAIKSHIK CALENDER

For the Year 2016-2017

KENDRIYA VIDYALAYA SANGATHAN

**(AN AUTONOMOUS BODY OF MINISTRY OF HUMAN RESOURCE
DEVELOPMENT)**

*Last Date of Receipt of Tender
16.09.2016 at 1.00 PM*

Cost of tender form : Rs 1000/-

Tender Notice for Printing of Shaikshik Calender – 2016-17

NOTICE INVITING TENDERS (NIT) FOR PRINTING OF SHAIKSHIK CALENDER FOR THE YEAR 2016-17

Kendriya Vidyalaya Sangathan is an Autonomous body of Ministry of Human Resource Development funded by Government of India. The Sangathan intends to print Shaikshik Calenders for KVS (HQ).

“The bidders are required to quote rates as per specifications as hereunder. The bids shall be signed by a person duly authorized on behalf of the bidder firm and should reach on or before 16.09.2016 in KVS(HQ), 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016.

2. Tentative works for KVS (HQ) is as under:

The specification and approximate quantity which may increase/decrease is as under:-

Sl.No.	Item	Specification	Qty.	Rate [Per Calender [including taxes]	Remarks
1	Shaikshik Calender [Table]	10.5”x9.5” 300GSM Maplitho (shining) & digital printing, hut type hard board stand.	6200 Nos.	To be quoted by the agency	

3. The sealed bids should be reached latest by 16.09.2016 by 1.00 PM. Any bid received after the prescribed deadline shall not be considered irrespective of rates and delay due to postal or any other reasons. The bids will be opened on 16.09.2016 at 3.00 PM.

4. Earnest Money (EMD) of Rs.30,000 /- (Rupees Thirty thousand only) should accompany the **Techno-commercial bid document**. The EMD shall be paid in the form of Demand Draft/Banker Cheque from a Nationalized bank/Scheduled commercial bank in favour of KendriyaVidyalaya Sangathan payable at New Delhi. Such EMD shall not carry any interest. Any bid not accompanied by requisite EMD and tender cost of Rs 1,000/- shall be deemed to be invalid and will be rejected by KVS. The bid rates will be valid for three month from the date of issue of letter to the concerned bidder
5. The EMD shall be forfeited:
 - a) If the bidder withdraws his bid during the period of bid validity.
 - b) In the case of successful bidder, fails to furnish the required Performance Guarantee within the specified time limit.
6. RATES AND PRICES
 - 6.1 Bidders should quote the rates [inclusive all taxes, freight & cartage etc.] in the prescribed table shown in the tender notice.
 - 6.2 Incomplete bids will summarily be rejected.
7. TERMS OF PAYMENT
 7. LIQUIDATED DAMAGES FOR DELAY IN SUPPLY
 - 7.1 Time is essence of the contract. The successful bidder must adhere to the time limit and ensure delivery. Failure to supply all or part of the delivery on or before the stipulated date will entail a pre-estimated pre-determined liquidated damages equal to 1% of the value of total contract price per day subject to maximum of 10% of total contract value.
 - 7.2 In case of delay in compliance with the order beyond 10 days of the stipulated time period, KVS will have the right to cancel the order levying the above liquidated damages.
 8. PERFORMANCE GUARANTEE
 - 8.1 The successful bidder shall furnish a performance guarantee of an amount of 10% of the contract value in form of Demand draft in favour of KendriyaVidyalaya Sangathan, Head Quarter, New Delhi within 10 calendar days from the date of acceptance of the bid for due and proper fulfillment of contract.
 - 8.2. EMD of successful bidder shall be discharged after receipt and acceptance of the Performance Guarantee towards full Security Deposit in the valid format. EMD of unsuccessful bidders shall be discharged after award of work to the successful bidder and signing of contract thereof.
9. CONCILIATION/ ARBITRATION
 - 9.1 If any dispute (s) or difference (s) of any kind whatsoever arise between the Parties, the Parties hereto shall negotiate with a view to its amicable resolution and settlement through a committee appointed by Tender Evaluation Committee constituted by the Commissioner, KVS.

- 9.2 In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences are detailed above shall be referred to and settled by the Sole Arbitrator to be appointed by Commissioner, KVS.
- 9.3 Notwithstanding the existence or any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of the work under the contract with due diligence and expedition in a professional manner and the payment due to the Contractor shall not be withheld on account of such difference of arbitration proceedings unless such payment is a subject matter of the arbitration.
- 9.4 The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time to time.
- 9.5 The venue of the arbitration shall be New Delhi, India
- 9.6 The arbitrator will give the speaking and the reasoned Award. The parties will not be entitled to any pendente-lite interest during arbitration proceedings.
10. KVS reserves the right to annul the bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of KVS's action.
11. KVS reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.
- 12 After award of LOA, the Contractor is required to enter into a Contract with KVS on the terms and conditions as detailed in the tender document.

JOINT COMMISSIONER (ADMINISTRATION)
KENDRIYA VIDYALAYA SANGATHAN
Phone No. 011-26532643

**Tender for Printing of Shaikshik Calender
TECHNO-COMMERCIAL BID**

01	Name and address of Firm	
02	Authorized person and detail of contract Telephone number Fax No Email address	
03	Type of Firm Ltd/P Ltd/Proprietor/PSU/NGO	
04	PAN No TIN No VAT No	
05	Annual Turnover for last three years 2013-14 2014-15 2015-16	
06	Experience of similar work in the field during the last three years 2013-14 2014-15 2015-16	
07	Infrastructure details	
08	Detail of EMD and Tender Cost DD No Date Amount	
09	Eligibility criteria	Turnover more than 30 Lacs in last three year Firm should be registered before 2012 Having at least three year experience in similar work and execute/completed at least 20 publication/printing job of more than Rs 2 lacs
10	Machinery	A) Designing, Composing, Hindi and English – page making, minimum 4system, Scanner, Proofer, colour Printer CTP / Image Setter, Plate making machine B)Two or more four colour, one double colour and one single colour good condition of CPC offset Printing Machine C) One or more Perfect Binder, One or more Programmer cutting machine, One or more Section sewing, One or more Stitching Machine, One or more folding machine, One or more lamination machine
11	Specification	Qty Rate per calendar Remarks (including taxes)

Signature