



**TAMIL NADU TEXTBOOK AND EDUCATIONAL
SERVICES CORPORATION
TENDER DOCUMENT
FOR PRINTING OF ONE MONTHLY MAGAZINE
ON RATE CONTRACT BASIS FOR A PERIOD OF
ONE YEAR
(32,000 Copies per month Approximately)**

1.	ADVERTISED ON	:	19.03.2018
2.	PRE-BID MEETING ON	:	23.03.2018
3.	LAST DATE & TIME FOR SUBMISSION OF TENDER	:	03.04.2018
4.	DATE & TIME OF OPENING OF TECHNICAL BIDS	:	03.04.2018

**TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES
CORPORATION**

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**PRINTING OF ONE MONTHLY MAGAZINE AND ITS ALLIED
WORKS ON RATE CONTRACT BASIS**

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TAMILNADU TEXT BOOK AND EDUCATIONAL SERVICES CORPORATION

1. SCOPE OF TENDER.

The TNTB & ESC has proposed to publish and distribute one monthly magazine (32,000 copies approximate per month) for the school children in any one of the eight specifications laid down in the tender documents. And therefore, it has been decided to select eligible printers for printing the one monthly magazine through open tender and thereby entering into rate contract as per specification laid down in the Tender documents.

The successful Tenderers shall be empanelled for the rate contract print and awarded work order to monthly magazine.

The Tamilnadu Transparency in Tenders Act 1998 and the Tamil Nadu Transparency in Tenders Rules 2000 shall apply to this tender.

The successful Tenderers shall work closely with the TNTB&ESC in achieving the scheduled target.

**TAMILNADU TEXBOOK AND EDUCATIONAL SERVICES CORPORATION,
CHENNAI – 600 006**

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No.68,College Road,
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2. NOTICE INVITING TENDER

Rc.No.8313/C1/2017

Sealed tenders are invited from eligible Printers for printing of one monthly magazine and its allied works. Bidding will be conducted under two cover system confirming to the Tamilnadu Transparency in Tenders Act 1998 and the Tamilnadu Transparency in Tenders Rules 2000.

1.	Name of the work	:	Printing of one monthly magazine (32,000 copies per month approximate) on Rate Contract Basis initially for a period of one year.
2.	Cost of Tender Document	:	Rs.3600/- + GST 2%. Payable in the form of Demand Draft/Pay Order drawn in favour of “ Tamilnadu Textbook and Educational Services Corporation ” payable at Chennai.
3.	Tender Documents Available at	:	Tamilnadu Textbook and Educational Services Corporation, EVK Sampath Maaligai, No.68 College Road, Chennai-600 006. The same may also be downloaded free of cost from the following websites: a) http://www.textbookcorp.tn.nic.in b) http://www.tenders.tn.gov.in
4	Sale period of Tender Document	:	From 19.03.2018 to 02.04.2018 On all working days between 10.00 a.m. and 5.00 p.m.
5	Earnest Money Deposit (EMD)	:	Rs. 35,000/-

6.	Date of Pre-Bid Meeting	:	23.03.2018 at 3.00 p.m.
7.	Last Date and Time for Submission of Tender	:	03.04.2018 upto 3.00 p.m.
8.	Due date and time for opening of Technical Bids	:	03.04.2018 at 3.30 p.m If the due date happens to be a holiday, the bids will be received and opened on the next working day.
9.	Contract Period	:	One year from the date of entering into agreement.

Consortium bids are not acceptable. For all other conditions / instructions please refer bid document.

The Corporation shall not be responsible for any postal delay or any loss of Tenders in transit. The Managing Director, Tamil Nadu Text Book and Educational Services Corporation reserves the right to amend or withdraw any of the Terms and Conditions in the Tender Document or to cancel / reject all the tenders received without giving any notice or assigning any reason.

The Tenderers are requested to view the above Websites for any changes / amendments / corrigenda in the Tender which may be issued upto 2 days before the last date for submission of the Tender.

Managing Director
Tender Inviting Authority,
Tamil Nadu Text Book and
Educational Services Corporation.

3. Special Instructions and Check List.

1. All pages of the Bid should be signed by authorized signatory whose name should be communicated to the Corporation with office seal without any omission.
2. The notarized copies of performance certificate and Bankers certificates enclosed with the bids should be identified as the documents submitted by the bidder over the signature with office seal.
3. Any document / credential submitted without signature of authorized persons will not be considered for evaluation.
4. Bidder should produce the originals for the performance / client certificate for verification whenever required with the copies of those certificates enclosed along with the bid.

The downloaded documents shall be properly page numbered and spiral bound and submitted along with necessary documents at free of cost.

**TENDERERS SHALL FILL IN THE CHECK LIST GIVEN
BELOW**

I) PART - A COVER - (TECHNICAL BID)

SL. NO.	DESCRIPTION	Please State Yes or No in writing	Please indicate the relevant page No.
1.	Whether the Tender is submitted in Two envelopes as Part-A Cover (Technical Bid) and Part-B Cover (Price Bid)?		
2.	Whether the Earnest Money Deposit (EMD) of Rs.35,000/- (Rupees Thirty Six Thousand only) in the form of Demand Draft drawn in favour of the "Tamil Nadu Text Book and Educational Services Corporation, Chennai," payable at Chennai is enclosed?		
3.	Whether Profile of the tenderer as per Annexure IX Part A -I is enclosed?		
4.	Whether the details of the machineries for printing as per Annexure IX Part A-II including documentary evidence in support of the availability are furnished?		
5.	Whether Letter of Authorization / Power of Attorney for signing the Tender Document as per Annexure XVIII is enclosed on a Non-Judicial Stamp Paper of value of not less than Rs.100/-?		
6.	Whether Declaration in Annexure-XII for not having been blacklisted either by Tamil Nadu Text Book and Educational Services Corporation or by any other Govt. / Govt. undertaking is enclosed?		
7.	Whether Declaration in Annexure - XIII duly signed by the Tenderer is enclosed?		

8.	Whether a Declaration in Annexure XV that Tender forms downloaded from the website have not been tampered is enclosed?		
9.	Whether the cash credit facility in the prescribed format in Annexure XVI obtained from the bank is enclosed.		
10.	Whether the Tender Document in original are duly signed in each page by the authorized signatory?		
11.	Whether Audited Balance Sheet and Profit and Loss statement duly certified indicating the Annual Turn over as per Annexure X in case of bidder is enclosed.		
12.	Whether Photo copy of the latest Income Tax Return duly signed by the Auditor is enclosed?		
13.	Whether duly attested Photo copy of the Certificate of Registration under GST is enclosed?		
14.	Whether duly attested copies of the partnership deed of the company is enclosed in case of partnership firm?		
15.	Whether duly attested copy of the Certificate of Registration under Press and Registration of books Act 1867 is enclosed?		
16.	Whether the change in address of the Press has been incorporated in the Certificate of Registration if the press is shifted to new location?		
17.	Whether duly attested copy of the latest property demand notice or receipt for payment of property tax or telephone bill or 1 st page of Bank pass book towards address proof for both Registered office and Work place are enclosed?		
18.	Whether Documentary proof for experience in printing of magazine for the last 2 years as on 31.03.2017 has been enclosed?		

19.	Whether a self certificate of quality in Annexure XIV is enclosed?		
20.	Whether 5 Nos. of samples of paper / wrapper as per specifications are furnished?		
21.	Whether a summary of list of invoices to show minimum printing and supply history has been enclosed?		

II) PART - B COVER - (PRICE BID)

SL.NO	DESCRIPTION	Please state Yes or No in writing
1.	Whether Price-Bid as per Annexure XIX (1 to 8) duly filled-in and signed is enclosed for printing of one monthly magazine in a separate sealed cover.	

4. INSTRUCTIONS TO THE BIDDERS

1. General Instructions:

The Bidders are requested to go through the instructions, terms, conditions and specifications given in the Tender Document carefully. Omissions or Failure to furnish any or all the required information in the Tender Document shall result in rejection of their bid.

2. Definition of Terms and Expansion of Abbreviations:

1.	Tenderer/Bidder	Tenderer / Bidder means who makes a formal offer in pursuance of this tender.
2.	Successful Tenderer	Successful Tenderer means the Tenderer who is empanelled as part of the rate contract through the tender process and whose offer is accepted by the Tender Accepting Authority. (at the price arrived at by the Corporation after negotiation with L.)
3.	Printer	Printer means one who is having the required capacity of machineries and other infrastructure facilities to print the books.
4.	Day	A day means a calendar day.
5.	Contract Price	Contract Price means the sum for which the tender is accepted towards printing of Magazine.
6.	Purchaser/Employer	Purchaser/Employer means the Tamil Nadu Text Book and Educational Services Corporation on behalf of the Government of Tamil Nadu.
7.	Delivery Point	have to be despatched to Chennai or designated points of 32 District Elementary Education offices in 32 district of Tamil Nadu as per the instruction of the TNTB&ESC.
8.	TNTB & ESC	Tamil Nadu Text book and Educational Services Corporation
9.	Printing & Supply	Printing monthly magazine book as specified in the Tender Document.
10.	EMD	Earnest Money Deposit
11.	SD	Security Deposit

3. Bid Document:

The Bid Document consists of the following

- i. Scope of Tender
- ii. Notice Inviting Tender
- iii. Special Instructions and Check list
- iv. Instructions to the Bidders
- v. Special Conditions of the Tender
- vi. Letter of Tenderer
- vii. Specifications
- viii. Statements and Declarations
- ix. Price Bid

4. Qualification Criteria:

Sl. No	Minimum Eligibility Criteria	Proof to be submitted for fulfilling the requirement for eligibility.
1	Bidder should be in the field of printing of Magazine for a period of not less than 2 years as on 31.03.2017	Proof of work order / supply invoices to be enclosed.
2	Certificate of registration under Press and Registration of books Act 1867 should be produced.	Attested copy should be enclosed
3	<p>Bidder should have minimum requirement of the following machineries</p> <p>Pre-Press:</p> <p>i. Computer to Plate (CTP) (in house facility or tie-up for CTP)</p> <p>Press:</p> <p>Heat set Web offset</p> <p>Printing capacity with 300 reams per day. 4+4 Colour</p> <p>i. Cut- off size : 492 mm (or)</p> <p>ii. Cut- off size : 508 mm (or)</p> <p>iii. Cut- off size :546 mm</p> <p>Post Press :</p> <p>Binding :</p> <p>a) Flow line machine (Saddle wire stitching)</p> <p style="padding-left: 40px;">No. of stations to be specified.</p> <p>b) Wire Stitching Machine ½ ” min.</p> <p>Cutting Machine :</p> <p>i. Programme Cutter / 3 Side Trimmer</p>	<p>1. For all Machineries ownership supportive documents are necessary.</p> <p>2. Agreement to be enclosed in Rs.20/- Stamp paper to establish tie-up facility (for CTP alone)</p> <p>Bidder should have binding facilities at their own premises with the above required machineries (In House)</p>
4	Power Back up	Bidder should have sufficient power back up to run the machines without any break during power failures.

5	Annual Turnover: Average Annual Turnover of the bidder during any three consecutive financial years from 2013-2014 to 2016-2017 shall not be less than Rs.50 lakhs.	Attach Certificate from Chartered Accountant along with Audited Balance Sheets these 3 financial years.
6	Credit Facility: The Tenderer shall have a minimum cash credit facility of Rs.10.00 lakhs exclusively for this work duly certified by the banker.	The Original Certificate in prescribed format issued by the Bank should be enclosed.
7	Past Experience: The Tenderer should have printed and supplied atleast @ 5% (20,000 No. of copies) of the Tendered quantity of 384000 Nos. of copies in any one of the last three years prior to 31.03.2017.	Supporting documents particularly invoice shall be enclosed along with the Tender including the certificate issued by the client and for having completed the supply. A summary of the invoices showing the date of supply, client name, quantity and rate should be enclosed.
8	The Bidder should attach evidences for having paid I.T.	I.T. Clearance Certificate or I.T. Assessment Order or I.T. Return for the last 3 Financial years 2014-15, 2015-16 and 2016-17
9	The Bidder should be registered under GST	Copy of Registration Certificate under GST Act
10	EMD – Rs.35,000/-	D.D. / Bankers Cheque drawn in favour of Tamil Nadu Textbook and Educational Services Corporation, Chennai – 6 should be furnished. Provided any tenderer, seeking exemption from the payment of EMD should furnish relevant documents under which the category of tender is specifically exempted by the Government.
11	Address Proof of the printing press.	Copy of latest property tax receipt for payment or Telephone Bill or Bank pass book 1 st page

5. Change in Quantity:

Monthly magazine number (32,000 copies approximate). Quantity given in the Notice Inviting Tender is approximate and it is likely to vary. The Corporation, if necessary, at the time of placement of purchase order shall either reduce or increase the quantity mentioned in the tender to the extent of 25%, as per tender rule 14(9) of the Tamil Nadu Transparency in Tenders Rule 2000.

6. Pre-Bid Meeting:

There will be a **Pre Bid meeting on 23.03.2018 at 3.00 p.m. in the Tamil Nadu Text Book and Educational Services Corporation, DPI Campus, Chennai 600 006** during which the prospective Tenderers may seek clarifications about the Tender. The Tenderers shall send their queries, if any, in writing so as to reach the Corporation at least two days prior to the date of Pre-Bid Meeting. The Tenderers shall view the Websites given in the Notice Inviting Tender for updated information like change in date / venue etc., of the Pre-Bid meeting as the Corporation may not be able to identify and communicate with the prospective Bidders at this stage. **Failure to attend the Pre-Bid meeting is not a disqualification as it is optional.** In response to the relevant query of the prospective Tenderer, clarification will be given in writing. Only the clarifications given in writing shall be valid.

7. Clarification regarding the Tender Conditions:

- a) A prospective Bidder requiring any clarification with respect to any Tender condition may address the Tender Inviting Authority by letter and he will respond in writing to any relevant query regarding the Tender conditions. However correspondence in this regard or delay in getting reply from the Corporation shall not be taken as an excuse for delayed submission of tender or non submission of tender.
- b) The clarifications to the relevant queries will also be uploaded on the website of the Corporation.

8. Amendments to the Tender:

- (a) Tamil Nadu Text Book and Educational Services Corporation reserves the right to amend the tender condition on the basis of clarifications sought for by the prospective Bidders, solely at its discretion up to 48 hrs before 01.04.2018 (i.e) two days prior to the last date of submission of Tender. Such amendments shall be uploaded on the Websites:<http://www.tenders.tn.gov.in>.&
<http://www.textbookcorp.tn.nic.in>
- (b) Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing/e-mail/facsimile to all the purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by mail/letter to the Corporation.
- (c) At its discretion the Corporation may or may not extend the due date and time for the submission of bids on account of amendments / corrigendum, if any, issued subsequent to the date of Notice Inviting Tender.
- (d) All the Bidders must periodically browse the above websites for any amendment or corrigendum issued in connection with this Tender. The Tamil Nadu Text Book and Educational Services Corporation will not be responsible for the failure of the Tenderer to update or to have comprehensive understanding of the provisions of this tender document including the changes announced through the websites.

9. Language of the Bid:

The bid prepared by the Bidder as well as all correspondence and documents relating to the bid shall be written in English language only.

10. Non Transferability:

The Tender Document sold to a Tenderer is **Not Transferable**. It shall not be used by others and if used by others it will be rejected.

11. Downloading of Tender Document:

- (a) The tender document can be downloaded from the websites <http://www.tenders.tn.gov.in> (or) <http://www.textbookcorp.tn.nic.in> on A4 size paper and computer print alone should be submitted in the form of a booklet. Submission of tender document in any other form will be rejected.
- (b) The Tenderer shall download corrigendum, if any, published subsequently and submit along with the tender. Otherwise the tender will be rejected. It is the responsibility of the Tenderer to check and have knowledge of any corrigendum / amendment issued and uploaded on the above websites.
- (c) The Tenderer shall download tender documents in original without any change / addition / deletion and correction. If any change / addition / deletion are detected at any stage after the award of the tender, the EMD as well as S.D remitted by the Tenderer will be forfeited without any intimation and the Tenderer will also be black listed from participating in the subsequent tenders. Besides such Tenderers are liable to be prosecuted.

12. Cost of Tendering:

The Tenderer shall bear all costs involved in the preparation and submission of tender and the Corporation shall in no case be responsible or liable for the costs of tendering incurred by the Tenderer, irrespective of the outcome of the tenders.

13. Bid Validity:

1. Bid shall remain valid for a period not less than **One Hundred and Twenty days (120 days)** after the deadline date for bid submission specified. **A bid valid for a shorter period shall be rejected by the Corporation as non-responsive.**

2. In exceptional circumstances, prior to expiry of the original time limit, the Employer may request the bidders to extend the period of validity for a specified additional period. The request and the bidders responses shall be made in writing or by mail. A bidder may refuse the request without forfeiting his bid security (EMD). A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his bid security for a period of extension.

14. Earnest Money Deposit (EMD):

1. An Earnest Money Deposit of **Rs.35,000/- (Rupees Thirty Five thousand only)** shall be paid along with the Technical Bid by way of Demand Draft drawn in favour of **Tamil Nadu Text Book and Educational Services Corporation, Chennai -6** payable at **Chennai. Bank Guarantee towards EMD will not be accepted.**
2. Tenderers seeking exemption for payment of EMD should enclose relevant documents under which the category of tender is specifically exempted by the Government from payment of EMD.
3. The Earnest Money Deposit amount of the unsuccessful Tenderers will be returned after the award of the Contract pursuant to the selection of the successful Tenderer and on written request from the unsuccessful Tenderer. The Earnest Money Deposit amount held by the Corporation will not fetch any interest till it is refunded to the unsuccessful Tenderers.

4. The Earnest Money Deposit amount of the successful Tenderer will be adjusted against the Security Deposit (SD).
5. Any tender not accompanied by Demand Draft towards Earnest Money Deposit as in Sub-Clause (4.) above shall be rejected summarily by the Corporation.
6. The Earnest Money Deposit amount shall be forfeited
 - (a) if the Tenderer withdraws the tender after opening of Technical Bid during the validity period specified in the tender document
 - (b) in the case of a successful Bidder, if the Bidder fails to sign the agreement or to remit the Security Deposit within the specified time limit.
 - (c) If the bidder does not accept the correction of the bid price pursuant to clause 2(1).
 - (d) In addition to the above, the Corporation will blacklist the contractor without prejudice to any action that may be taken against the contractor.
 - (e) If the bidder do not possess the machineries and equipments as certified by the tenderer in the Tender.

15. Submission of Tender:

(1) Submission of Tender in Two Cover System:

Tender shall be submitted in two parts in original i.e Part-A and Part-B. The Part-A cover shall contain the EMD and Technical Bid as per clause 5(2) and superscribed on the envelope as Part-A - Technical Bid - Tender for Printing of one monthly magazine and its allied works for on Annual Rate Contract Basis. On the Part-A Cover, the Name and Address of the Tenderer shall be written and sealed.

The Part-B Cover shall contain the Price-Bid- superscribed on the envelope as Part-B Price Bid- Tender for Printing of one monthly magazine and its allied works for on Annual Rate Contract Basis. On the Part B Cover, the Name and Address of the Tenderer shall be written and sealed. Both the Covers i.e., Part-A and Part-B shall be put in an envelope superscribing thereon **“Tender for Printing of one monthly magazine and its allied works on Annual Rate Contract basis for One year”** and the Name and Address of the Tenderer shall be written on that envelope and it shall be sealed. The sealed envelope addressed to the Tender Inviting Authority i.e. the Corporation shall be put in the box kept in the office of the Corporation within the scheduled time and date of submission of the Tender. It may also be sent by Post so as to reach the office of the Corporation within the stipulated time and date of submission of the Tender. But the Corporation shall not be responsible for any postal delay or delay due to any other means of communication. Belated submission of Tenders by the Tenderers or belated receipt of Tenders by the Corporation shall result in summary rejection of such Tenders. If the last date scheduled for submission of the tender happens to be a Government holiday for any reason, the sealed tenders may be submitted on the next working day before the appointed time.

(2) Documents to be furnished in the Part – A Cover in sequence

indicated below (Technical Bid):

- (a) Covering Letter.
- (b) Letter of Tenderer shall be duly signed by the authorized signatory in full with seal.
- (c) Crossed Demand Draft or relevant documents under which exemption is sought for towards EMD.
- (d) Certificate of Registration under the Press and Registration of Books Act, 1867.

- (e) **Annexure I to XVIII** towards Specifications and Declaration format.
- (f) Profile of the Company
- (g) 5 Nos. of samples each in paper and Wrapper to be used **(The samples shall be tagged with detachable identity card or mark. No printing or writing with indelible ink on the sample is permissible).**
- (h) List of Printing machineries available at the Tenderers unit including the Capacity for Pre Press, Press and Post Press. **(Self Attested Photo copies and Address Proof for the printing press to be Notarized and enclosed.)**
- (i) The Annual Turnover statements.
- (j) All the required documents including Performance Certificate from the Client for qualification criteria given in this tender along with other required documents and the enclosures as per the Check List shall be enclosed **(Photo copies to be enclosed.)**
- (k) Letter of Authorization / Power of Attorney for signing the Tender Document shall be on a Non-Judicial Stamp Paper of value of not less than Rs.100/-. In the case of Public Sector Undertaking / Public / Private Limited Companies, Authorization from the appropriate authority to sign the tender document must be enclosed along with Technical Bid. Tenders received without such authorization shall not be considered for further evaluation **(Annexure XVIII).**
- (l) Letter of I.T. Returns for the last three financial years. (Self attested Photo copies to be enclosed).
GST / PAN Card **(Photo Copies to be Notarized and enclosed).**
- (m) Complete Audited Balance Sheet with Profit and Loss statement, duly certified indicating the Annual Turnover Annexure X in cse of bidder **(Self attested Photo Copies to be enclosed.)**

3) Details to be furnished in the (Price Bid) cover:

- (a) Covering letter.
- (b) The bidder shall quote their rates **for all the items** individually for printing and supply of magazines as indicated in Price Bid in **Annexure XIX (1) to (8)**
- (c) Bid Price for the work with each page signed, dated and stamped with the seal of the firm.
- (d) The offer shall be unconditional.
- (e) The price quoted shall be all inclusive and no additional claim on any ground shall be entertained.
- (f) Apart from the Schedule of Prices duly filled in, the Bidders shall not enclose any other documents or statements that influence the price except Discount/Rebate letter. In such an event, the Corporation shall summarily disqualify the Bidder and reject the bid.
- (g) Printers are requested to quote the rates inclusive of Paper and Wrapper, Printing charges, Binding, Packing and transportation.
- (h) The printers should take into consideration the toll fees, loading and unloading charges etc while quoting the rates

4. Signing of Tender:

- a) The tender shall be typed or written legibly in indelible ink and shall be signed by the Tenderer or a person duly authorized to bind the Tenderer to the contract. **All pages of the tender shall be signed by the Tenderer or person(s) authorized to sign the Tender with the seal.**
- b) Any alterations, corrections or overwriting in the Tender document shall be treated valid only if they are authenticated by full signature of the person / persons authorized to sign the tender.

16. Extension of Period of Contract:

The rates quoted in the Tender shall be valid for a period of **One year** from the date of execution of the agreement. No price variation is allowed during the contract period of one year. However, the Managing Director of Tamil Nadu Text Book and Educational Services Corporation may extend the period of contract for further one year on the same terms, conditions.

17. Mode of Submission of Samples:

- a) The Tenderers shall produce 5 samples of each in Paper / Wrapper to be used for printing as per the Specifications given in the Tender document along with Part-A cover (Technical Bid).
- b) Tenders received without samples shall be summarily rejected.

18. Modification and Withdrawal of Tenders:

- (a) Tenderers may modify or withdraw their tenders by giving notice in writing before the due date for submission.
- (b) The modification or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with clause 5, with the outer and inner envelopes additionally marked "MODIFICATION" or "WITHDRAWAL" as appropriate.
- (c) No tenderer shall be allowed to withdraw/modify the tenders after the last date of submission of the tender.
- (d) Withdrawal or modification of tender between the deadline for submission of tenders and the expiration of the original period of validity specified or as extended period may result in forfeiture of the EMD.

19. Opening of Tenders:

- a) Tenders will be opened at the scheduled date and time in the office of the Corporation in the presence of the Tenderers or their representatives who are authorised to represent the Tenderers. The representatives of Tenderers who attend the Tender opening shall produce the proof of their identity and the authorization letter from the Tenderers. Only one representative is permitted to attend Tender opening on behalf of the Tenderer.
- b) The Tenders received after the due date and time will not be considered. Tenders in unsealed cover or Tenders which are not signed in each page or in incomplete shape or through facsimile (Fax) or by electronic mail or through any other manner which is not in accordance with the instructions specified in the Tender Document will not be accepted
- c) Envelopes marked **withdrawal** shall be opened and read out first and their Tender shall not be opened. Subsequently all envelopes marked modification shall be opened and the submission therein shall be read out.
- d) If the day fixed for opening of the tender happens to be a Government holiday for any reason, the sealed tenders shall be opened on the next working day at the appointed time.
- e) Part - A Cover containing Technical Bid shall be opened first. The supporting documents shall be cross-checked wherever required.
- f) Provided that where more than one Tender is submitted by the same tenderer, the lowest eligible financial tender shall be considered for evaluation.

20. Criteria for Evaluation of Technical Bid :

Any Tender not containing the required documents and not fulfilling the qualification criteria indicated in the Tender document shall be summarily rejected.

Prior to the detailed evaluation of bids, the Employer will determine whether each Bid (a) meets the eligibility criteria (b) has been properly signed (c) is accompanied by the required EMD and (d) is substantially responsive to the requirements of the Bidding documents.

2. A substantially responsive bid is one which confirms to all the terms, conditions, and specifications of the tender documents, without material deviation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the supply; (b) which limits in any substantial way, inconsistent with the tender documents, the Employer's rights or the Bidder's obligations under the contract; or (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

21. Sample Testing for Tender Evaluation:

- a. The samples submitted by the tenderer as per clause 17 above shall be tested by the **Corporation in any of Government laboratory / Reputed Institutions.**
- b. The following Tests of the samples of the Paper / Wrapper shall be conducted in one of the aforesaid laboratories.
 - i) GSM
 - ii) Brightness
 - iii) Gloss
 - iv) Bulk
- c. The Corporation reserves the right to test the samples at its discretion and in the event in the failure of samples in the test, the tender shall be summarily rejected.

22. Site Visit

- a. The authorized representative of the Corporation shall visit the Printing units of all the Technically qualified Tenderers to verify the printing capacity, the availability of plant, machinery and manpower, the infrastructure facility etc.
- b. Further the authorized representative shall inspect the original Certificates of Registration and Incorporation of the Company and the originals of all the relevant documents which the Technically Qualified Tenderers furnished along with the Tender.
- c. If the report of the Field Inspection / Site visit is adverse, the Technically Qualified Tenderer shall be disqualified and the Price Bid of such Tenderer shall not be opened.

23. Opening of Price Bid (Part – B Cover)

- a) Only the Price Bids of the Tenderers who are qualified in the Technical Bid shall be opened.
- b) The date, time and venue of opening of Part – B cover i.e. Price Bid will be intimated separately to the qualified eligible Tenderers.
- c) The Price Bid will be opened on the intimated date and time in the presence of the Tenderers or their authorized representatives.

24. Evaluation of the Price Bid:

The Price Bid of the technically responsive tenders shall be evaluated and compared in accordance with the criteria specified. In the evaluation of the Price Bid, the following procedures shall be adopted as per the Tamil Nadu Transparency in Tenders Act 1998 & the Tamil Nadu Transparency in Tenders Rules 2000.

1. In determining the lowest evaluated price, the following factors shall be considered.
 - (a) the quoted price shall be corrected for arithmetical errors;
 - (b) in cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered;

(c) The amount stated in the Bid will be adjusted in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the bidder. If the bidder does not accept the correct amount the bid will be rejected, and the EMD may be forfeited.

(d) Provided that where more than one Tender is submitted by the same Tenderer, the lowest eligible financial Tender shall be considered for evaluation

2. The Bidder who has quoted the lowest rate for each work under individual description of works as specified in Price bid (**Annexure XIX(1) to(8)**) will be considered as the L1 bidder for that item of work.

3. The Corporation is empowered to negotiate with the L1 Tenderer. In case where two or more tenderers quoted the same price, the Tender Accepting Authority shall negotiate with L1 bidders & if necessary, arrive at final negotiated price for printing of Magazine by entering into a rate contract with other technically qualified eligible Tenderers who match their price with the negotiated price of the L1 Tenderer.

4. All eligible suppliers who accept the L1 rate shall be enlisted by the corporation for delivery of services.

5. The L1 Tenderer shall not claim from the Corporation that the entire quantity of printing of books for publication shall be done from him. He shall not question or raise any dispute as to the propriety and decision of the Corporation in apportioning the quantity of the printing as specified in sub clause (5) above.

6. The decision of the Tamil Nadu Textbook and Educational Services Corporation will be final in this regard.

7. Where the Corporation deems fit, it may issue an advertisement indicating the rates fixed and call for enrolment of more Printers at the L1 rate subject to such suppliers fulfilling the eligibility criteria.

25. Approval of the Contract by the Board of Governors of the Corporation:

The Contract shall be awarded only with the approval of the Board of Governors to the successful L1 Tenderer with whom negotiations were made. The Board of Governors of the Corporation is also the Appellate Authority.

26. Right to Accept / Reject any or all Bids:

a) The Tender Accepting Authority i.e the Board of Governors of the Corporation reserves the right to accept or reject any or all of the tenders including the lowest in full or in part without assigning any reasons thereof and without thereby incurring any liability to the Bidder or Bidders who may be affected financially or otherwise to this effect.

b) After acceptance of the Tender by the Tamil Nadu Textbook and Educational Services Corporation, the Tenderer shall have no right to withdraw his Tender or claim higher rates.

c) Under Rate Contract, Tamil Nadu Textbook and Educational Services Corporation has a right to issue Print Orders to more than one Tenderer who has agreed to the approved rates for the present tender in respect of the works specified in **Annexure I to VIII**. The decision of the Tamil Nadu Textbook and Educational Services Corporation in that regard is final.

27. Letter of Acceptance:

The Managing Director of the Corporation shall issue the Letter Of Acceptance to the successful Tenderer(s)

28. Payment of Security Deposit (SD):

- a) Successful Tenderers shall be required to furnish Security Deposit of equivalent to 5% (Five Percent) of the value of the work order as a Guarantee for the performance of the Contractor. The EMD may be adjusted against the Security Deposit. After adjusting the EMD, the successful Tenderer shall pay the Balance amount through Demand Draft **within 10 days from the date of issue of Letter Of Acceptance**. The Demand Draft shall be obtained from any one of the Nationalized Banks / Scheduled Banks drawn in favour of Tamilnadu Textbook and Educational Services Corporation, Chennai-600 006 payable at Chennai **or** it may be in the form of unconditional irrevocable Bank Guarantee valid for 18 months. Failure of the successful bidder to furnish the Security Deposit shall constitute sufficient grounds for cancellation of the award and forfeiture of the EMD. No exemption will be allowed towards payment of Security Deposit under any circumstances.
- b) The Security Deposit shall be released to the Contractor after the performance of the Contract in full without deficiency or default and to the entire satisfaction of the Tamil Nadu Text Book and Educational Services Corporation. The Security Deposit so held by the Corporation, shall not earn any interest till it is released to the Contractor. The release of the Security Deposit is subject to the forfeiture clauses in the Tender Document.
- c) The Security Deposit shall be forfeited if the tenderer fails to execute the agreement within the stipulated time or fails to perform the contract or part of the contract. The Security Deposit shall also be liable for forfeiture for violation of any of the tender conditions or for the failure to supply the ordered quantity of goods in full properly and promptly. The Security Deposit shall be forfeited if the tenderer refuse to accept the Print order during the contract period of one year.

29. Execution of Agreement:

- a) The successful Tenderers shall execute an agreement for the fulfillment of the contract on a Non-Judicial Stamp Paper to the value of Rs.100/- **within 5 days from the date of issue of Letter of Acceptance (LOA) of the Contract.** The Agreement shall be part and parcel of the Contract and binding on the Corporation and the Successful Printer. In case of any difference or Contradiction in the recitals in the Tender Document and the Agreement, the recitals in the Agreement shall prevail over those in the Tender Document.
- b) The Successful Printer shall not assign or make over the Contract, the benefit or burden thereof to any other person or persons or Body Corporate for the execution of the Contract or any part thereof.

30. Interpretation:

If any question / doubt arise with reference to the interpretation of any provisions of the Tender Document, the decision of the Managing Director of the Corporation shall be final and binding.

31. Corrupt or Fraudulent practices:

- a) The Corporation requires that Bidders observe the highest standard of ethics during the evaluation and execution of printing. In pursuance of this policy, the Corporation defines for the purposes of this provision the terms set forth below as follows:
- Ⓐ 'Corrupt practice' mean offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the evaluation process or in contract execution.

- (ii) 'Fraudulent practices' means a misrepresentation of facts in order to influence the evaluation process or execution of a contract to the detriment of the Corporation and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non competitive levels and to deprive the Corporation of the benefits of free and open competition.
- b)** Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- c)** Will declare a firm ineligible either indefinitely or for a stated period of time to be awarded a contract if it any time determines that the firm has engaged in corrupt and fraudulent practices in competing for or in executing the contract.

5. SPECIAL CONDITIONS OF THE TENDER

1. The Special Terms and Conditions of the Tender shall supplement the "INSTRUCTIONS TO THE BIDDERS" (ITB)
2. The time of supply and printing quality of the Magazine stipulated in the print order shall be deemed to be the essence of the Contract.
3. **Award of Print/Work order to eligible tenderers:**

Work order shall be issued to the Successful bidder only after furnishing Security Deposit and Execution of Agreement with Tamil Nadu Text Book and Educational Services Corporation as per **Clause 28 & 29** of Instructions to Bidders.

Work order shall be issued every month to print the required monthly magazine in any one of the specifications in Annexure I to VIII.

4. Technical Specifications:

The quality of Paper for the cover and inner text shall conform to the Technical Specifications in **Annexure - I to VIII** of the Tender Document.

5. Delivery:

- a) Delivery of all the ordered Magazine commensurating with any one of the Technical Specifications in **Annexure I to VIII** as per the work order shall be made within **5 days** from the date of issue of Work Order / CD or Date of Acceptance / Clearance of samples whichever is later. The entire delivery shall be completed within the time schedule specified in the Work Order.
- b) The entire quantity of the quality Magazine shall be delivered at the 32 designated locations in each offices of District Elementary Educational Officers of 32 Districts in the State of Tamilnadu in good condition.
- c) During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of

the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

- d) If the Successful Printer is from outside of the State of Tamilnadu the tenderers should set up a local office in Chennai to ensure service
- e) Delivery Schedule

S.No.	Period of Supply	Quantity to be supplied
	1 to 5 days	100% of the ordered quantity

6. Sample Selection and Testing

After Delivery:

- (i) It shall be the responsibility of the Successful Printer to ensure that Magazine printed and delivered by him are in good condition.
- (ii) Random samples of the Magazine delivered shall be tested in anyone of the Government Laboratory/ Reputed Institutions for its quality and suitability with reference to the specifications given in the **Annexure – I to VIII**. The Delivery and Acceptance certificates will be issued by the Chief Educational Officers DEEO's if the Successful Printer delivers the Ordered Quantity of Magazine intact in time in full at the designated destinations.
- (iii) The testing charges for the post supply samples have to be borne by the Successful Printer. The total testing charges shall be deducted from the bill of the Successful Printer.

7. Insurance:

The delivery of the quality tested Magazine in fully packed and labeled conditions as per the statutory norms and the specifications given in the Tender Document to the designated

destinations in time shall be the responsibility of the Successful Printer. The transit loss/ theft / pilferage / damage of the goods under any circumstance shall be the liability of the Successful Printer. Insurance and Transit Insurance of the goods - Magazine shall be the liability of the Successful Printer.

8. Packing and Labeling:

- a) Each Magazine shall be packed in a non-hazardous pouch of appropriate size.
- b) Each Magazine shall be labeled with the address of the school to which it has to be despatched.

9. Replacement:

The quantity of Magazine supplied by the Successful Printer shall be in accordance with any one of the Technical Specifications as in the **Annexure I to VIII** as per the work order. If any defect is found pursuant to the pre-delivery and post-delivery laboratory test in respect of the finished product of Magazine, the entire lot shall be rejected. The Successful Printer shall replace the rejected items with the new ones as per the instructions of the Corporation.

10. Payment Terms:

- a) No advance payment shall be made.
- b) The Successful Printer shall raise the bill only after completion of Printing and Delivery in all the DEEO's office in all the 32 districts in the State of Tamilnadu (32 locations) as a whole in bulk. No bill shall be admitted from the Successful Printer who fails to effect the Printing and Delivery of the Magazine to the offices of DEEO's in all 32 districts as per the work order in time.
- c) The bill raised by the Successful Printer shall have all Registration Numbers printed on the bill. The validity of Tax Registration during the currency period of the contract shall be the sole responsibility of the Successful Printers.
- d) The Successful Printer shall submit the Delivery report through E-mail first, which shall be followed by hard copy. Payment will be made within 5 days from the date of receipt of claim from the Printer for 90% of

the bill amount payable after 100% delivery of Magazine at the office of DEEO's in 32 districts.

e) The Printer has to furnish a self certificate with regard to Quality Assurance for the following while claiming the first and part bill.

i) Size

ii) Rules stipulated in the agreement

The Printer has to submit the bill along with the prescribed format (Check list) which will be furnished to the successful tenderers.

f) The remaining 10% of the bill amount will be paid within 90 days from the date of receipt of claim from the Printer only after finalisation of all relevant accounts.

g) The bills relating to the cost of printing and binding of the Magazine shall be subject to technical scrutiny of the TNTB&ESC in respect of quality for each consignment of magazine delivered and the time of delivery. The decision of the TNTB&ESC in passing the bills on the basis of the above scrutiny, shall be final.

h) During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be disbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

11. Liquidated Damages and Penalty:

- a) If the Printer/tenderer **fails to deliver** the Magazine as per the Print/Work Order and the Delivery Schedule specified by the Corporation, the Corporation shall have the right to impose penalty at the rate of **half percent (0.5%)** of the payable cost of the delayed quantity of the Magazine of everyday of delay.
- b) The Corporation shall have the right to place the Print Order with the other eligible Printer(s) if the supply is delayed 5 days after the due date and it shall be at the risk and cost of the Printer who is in default. The Corporation also reserves the right to take any other action against the Printer in default for the loss and the consequential loss sustained by the Corporation in addition. The Corporation reserves the right to blacklist the printers if the supply is delayed.
- c) The printing materials i.e CD/Negatives should be returned to the TNTB&ESC immediately after the printing is over. Penalty of Rs.100/- per day of delay will be imposed if it is returned after 7 days from the last date of delivery of Magazine.
- d) The Printer shall not sell the Magazine printed as per the specifications in the Tender Document in the open market. The Corporation shall impose penalty of not less than Rs.5,00,000/- (Rupees Five lakh only) for violation of the aforesaid condition. The penalty shall be in addition to the Civil and Criminal action taken by the Corporation and termination against such printer in default. The Corporation shall have the right to blacklist such printer from participating in subsequent tenders of the Corporation.
- e) The eligible Printer shall treat the film processing, printing binding and packing of magazine entrusted by the Tamil Nadu Textbook and Educational Services Corporation as strictly confidential and shall not print or publish translations,

annotations, commentaries or guides in connection with the Magazine printed by them. For any breach of this condition, the contract of the tenderer shall be liable to be cancelled, Security Deposit will be forfeited and the Printer shall be blacklisted without prejudice to other legal rights of the Tamil Nadu Textbook and Educational Services Corporation.

- f) The printer shall correctly print the required number of copies neatly, accurately and clearly according to the Agreement. If copies of the Magazine printed and delivered are found defective due to missing of pages/forms, missing of sequence of pages, pages not being printed or not readable easily or printed upside down, etc., for such copies recovery shall be effected at the 25% of the payable cost of the Magazine.
- g) In the case of readable defective copies, appropriate penalties will be levied by the Tamil Nadu Textbook and Educational Services Corporation and the decision of Tamil Nadu Textbook Corporation in that regard shall be final.
- h) The readable defects which are encountered during printing are uneven margin/linking/impression, scum, misregister, Ink setoff/show through, blanket punch, folio numbers not printed properly, improper wire stitching/wrapper pasting, wrapper scoring not done/fixing with hollow block, improper cutting/defective cutting, increase/decrease in the specified size of the Magazine, defective packing, weak impression of the printed matter, missing of letters/words. For such defects, the following penalty will be levied.

Per defect – 2% subject to a upper ceiling of 10% (Ten Percent) of the payable cost (Scum of more than 1.0mm in the margin and any scum in the Text are considered as defect).

- i) The Printer shall be liable to indemnify, or reimburse the Tamil Nadu Textbook and Educational Services Corporation against any damages sustained by the Tamil Nadu Textbook and Educational Services Corporation including loss of reputation on account of the failure of the printer to fulfill any of the terms and conditions of this contract.
- j) If any question arises regarding Quality and Quantity of timely delivery, the decision of Corporation is final and conclusive and together operative and binding on the printer. The Corporation reserves the right to inspect the premises and work in progress at any point of time. Accordingly necessary accounts should be maintained by the printer.
- k) Besides, the above mentioned penalty the Corporation reserves right to terminate the contract and forfeit the Security Deposit without prejudice to other legal rights of the Corporation.
- l) The relationship between the Printer and the Corporation under this Agreement shall be as between two Principals, and not one of Principal and Agent.
- m) All personnel employed by the printer shall be engaged by them as their own servants in all respects and the responsibilities and liabilities under the Tamil Nadu Factories Act- 1948, EPF Act – 1952, ID Act- 1947 or the Employees Compensation Act- 1923, or any other Labour Laws applicable, in respect of all such personnel shall be that of the Printer. The Corporation shall have no connections what so ever with the employees of the printer.

2. Major Default of Tender conditions:

The following violations will be deemed to be as major default of Tender and Agreement conditions.

- 1) Not delivering the magazine as per the Delivery Schedule of Work Order.
- 2) Printing more than the ordered quantity specified in the work order.
- 3) Making any unauthorized copy from CD's given by TNTB&ESC and failure to destroy of plates used for printing .
- 4) Repeated supply of defective copies with compromised Printing Quality, Binding Quality, including missing of forms/pages and repetition of forms/pages.
- 5) Selling the magazines by printing unauthorized copies.

For any of the above major defaults the contract of the tenderer is liable to be cancelled and the Security Deposit liable to be forfeited. The Corporation shall have the right to blacklist the Printer for breach of any Conditions and Terms of the Tender / Agreement at any point of time.

3. Termination of Contract:

1 . Termination For Default:

- a) The Corporation may, without prejudice to any other remedy under the Law for the time being in force for breach of Contract by the Printer, terminate the Contract in whole or part, by a 5 days' written notice to the Printer,
 - i. if the Printer fails to deliver any or all of the Magazine within the time schedule specified in the Print/Work Order, or within any extension thereof granted by the Corporation.
 - ii. if the Printer fails to perform any of the obligation(s) under the Contract;

- iii. if the Printer is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract.
- b) If the Corporation terminates the Contract in whole or in part, the Corporation may order to print magazine upon such terms and in such manner as it deems appropriate, the Magazine similar to those supplied and delivered and in that case the Printer whose contract is terminated in whole or in part shall be liable to the Corporation for any additional costs involved in Printing and supplying the Magazine to the designated destinations.
- c) However, the Printer shall continue the performance of the Contract to the extent not terminated. The Corporation reserves the right to take further action against the Printer whose Contract has been terminated in whole or in part.

2. Termination for Insolvency:

The Corporation may at any time terminate the Contract by giving 5 days' written notice to the Printer without compensation to the Printer and without incurring any liability if the Printer becomes bankrupt or otherwise insolvent. Such termination shall not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Corporation.

3. Termination for Convenience :

The Corporation may terminate the Contract in whole or in part at any time during the validity period of the Contract for its convenience by giving 5 days' written notice and without compensation to the Printer. The notice of termination shall specify that termination is for the Corporation's convenience, the extent to which the Contract is terminated, and the date upon which such termination becomes effective. The termination of the contract is without prejudice to the penal consequences and damages for which the Printer shall be liable for violation of the Contractual obligations.

4. Force Majeure:

a) Force Majeure means an event beyond the control of the Contractor and not involving the Contractor's fault of negligence and not foreseeable. Such event may include but are not limited to the acts of Nature such as fire, floods, epidemics, etc., and other events such as wars, revolutions, quarantine restrictions, etc.

b) If a Force Majeure situation arises, the Contractor shall promptly notify the Corporation of such conditions and the causes thereof through e-mail within 24 hrs of such event. The e-mail communication shall be followed by a report with documentary evidence to be sent to the Corporation within 3 days from the date of occurrence of such event. Unless otherwise directed by the Corporation in writing, the Contractor shall continue to perform his obligations under the Contract to a reasonably practical extent and shall seek all reasonable alternative means for effective performance of the Contract in time.

c) In the event of Force Majeure, the delivery period will be extended for a period equivalent to the period during which Force Majeure event was in existence. For this period the Contractor shall not be liable to pay penalty. Further if the performance in whole or part, of any obligation under this Contract is prevented or delayed by reason of Force Majeure for a period exceeding 2 days, the Corporation may at its option and discretion terminate the Contract.

d) The price quoted by the bidder and accepted by the Corporation shall remain fixed and firm during the extended period during which Force Majeure was in existence. Force Majeure shall not have any bearing on the price quoted by the Contractor in the Tender.

e) The decision of the Managing Director, TNTB&ESC is final in determining the force Majeure period.

5. Grievances and Redressal :

As the Board of Governors is the Appellate Authority, the tenderers may appeal to the Board of Governors for any of their grievances.

6. Conciliation & Arbitration :**1. Conciliation:**

If any dispute or difference arises between the Corporation and a Contractor with regard to the Contractual obligations, the same shall be referred to a Conciliator and settled by Conciliation as per the provisions of the Arbitration and Conciliation Act, 1996. The Conciliator shall be nominated by the Managing Director of the Corporation. Conciliatory efforts are mandatory in tune with the Alternative Disputes Resolution (ADR) process before invoking the Arbitration Clause. The Conciliator shall endeavor to conclude his proceedings within three weeks from the date of reference of a dispute or claim to him.

2. Arbitration :

In case of any dispute or difference arising between the Corporation and the Contractor relating to any matter arising out of or connected with the Contract which still remains unsettled even after Conciliation, such dispute or difference shall be referred to the Arbitrator nominated by the Managing Director of the Corporation. The Arbitral proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996. If the Arbitrator for any reason has to discontinue the Arbitration before completion of the arbitral proceedings, the Managing Director of the Corporation shall nominate another eligible and suitable person as Arbitrator and such Arbitrator may continue the proceedings from the stage at which his predecessor has discontinued or may proceed de novo. The Arbitral Award shall be final and binding on both the Corporation and the Contractor. No part of the Contract shall be suspended by the Contractor on the ground of pendency of the Arbitral Proceedings.

The venue of Arbitration shall be at Chennai. The language to be used in the Arbitral proceedings shall be in English.

7. Jurisdiction:

The courts in the city of Chennai alone shall have the jurisdiction to try any matter or dispute or reference between the Corporation and the Contractors arising out of contract.

6. LETTER OF THE TENDERER

To

The Managing Director,
Tamil Nadu Text Book and Educational Services Corporation,
E.V.K. Sampath Maaligai,
No.68 College Road,
CHENNAI-600 006.

Sir,

I / We do hereby tender / offer to the Tamil Nadu Text Book and Educational Services Corporation for the **“Printing and delivery of one monthly Magazine (32,000 copies per month approximate) on Annual Rate Contract basis”** conforming to the technical specifications and to the conditions stated in the annexed contract and specification and drawings attached here to.

I / We have understood that the requirement of the Corporation and the details of the works to be done and have carefully understood the conditions of contract and the specifications with all the stipulations of which I / We agree to comply.

I / We hereby undertake to complete delivery of the magazine at the places mentioned in the specification, within the due time specified by the Corporation.

I am / We are quite aware that quality of the printing and time of delivery are the essence of this contract and accordingly, I / we would adhere to the same.

I / We further agree that I / We would not withdraw this tender either in full or in part. If by chance, I / we have to withdraw the offer, I / we agree that the EMD paid will be forfeited by the Corporation, without any notice to me / us.

I / We affirm that in any previous tender to the Tamil Nadu Text Book and Educational Services Corporation, I / we have not committed any fraud by furnishing wrong information and the Corporation had not written to us alleging fraud in our transaction with the Corporation.

I / We further confirm that in case, any of the information noted above is found to be in corrected, I / We will be liable for any action under the terms of the tender / contract including termination of the contract and forfeiture of the Earnest Money / Security Deposit.

I / We hereby undertake and agree to pay the Security Deposit as per the tender conditions within seven days from the date of receipt of the purchase order.

I / We undertake to sign the contract with the Corporation on the lines of the tender conditions in the tender documents.

I / We further agree that the acceptance of the tender conditions would, by itself, constitute a valid and concluded contract binding on me/us, even if separate contract is not signed.

I / We further agree that in the event of my/our failing to deposit securities mentioned above or to produce the latest income tax and sales tax clearance certificate or to execute the Contract within the period of 15 days as referred to above, the sum of **Rs.35,000/-** deposited with the tender (EMD) shall be forfeited by the Tamil Nadu Text Book and Educational Services Corporation and in addition, the Managing Director, Tamil Nadu Text Book and Educational Services Corporation , shall be entitled to cancel the contract and there upon arrange for any other person or persons to print the textbooks herein before mentioned and I / We agree to be liable for all damages, losses, charges and expenses arising from or by reason of such failure on our part.

I / We hereby further agree and undertake that:

- a. In case, there is any defect found in the printing or in any part of the Magazine delivered, we undertake to reprint the same by a new one.
- b. If the Magazine delivered are found to have even the slightest damage, due to any reason like in the process of transportation, the Magazine should be replaced by a new one

I / We hereby declare that I / We agree to do the various acts, deeds and things referred to herein, **for printing and delivery of Magazine conforming to specifications.**

Having fully understood the tender conditions and the above undertaking in this letter, we sign thisDay ofat Chennai.

Yours faithfully,

Authorized Signature :

Name & Title of Signatory:

.....

.....

Name of the Bidder :

.....

Address

:

.....

7. Technical Specifications for Printing and Supply of

one Monthly Magazine**Annexure - I****Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine	1 Number (32,000 Copies Approximately)	
2	Size	18 x 23 cms	
3.	Eligible Machinery	492 mm / 508 mm / 546 mm Cut-off Heat set Web offset machine (4 + 4 Colour)	
4	Pages	vary from 48 pages to 112 pages	
5	Text Colour	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area	18 x 23 cms (Flesh Cut work)	
7	Paper to be used for Text	60 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	80 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding	Saddle Wire Stitching	
10	Packing and Despatch	During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.	

Annexure - II

**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine		1 Number (32,000Copies Approximately)
2	Size		18 x 23 cms
3.	Eligible Machinery		492 mm / 508 mm / 546 mm Cut-off Heat set Web offset machine (4 + 4 Colour)
4	Pages		vary from 48 pages to 112 pages
5	Text Colour	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		18 x 23 cms (Flesh Cut work)
7	Paper to be used for Text		70 GSM LWC Paper (Gloss) Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover		90 GSM Foreign Art Paper Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure - III**Technical Specification of the Work
Printing and supply of Monthly Magazine**

1	Monthly Magazine		1Number (32,000Copies Approximately)
2	Size		Crown ¼ 18 x 24 cms
3.	Eligible Machinery		508 mm / 546 mm Cut-off Heat set Web offset machine (4 + 4 Colour)
4	Pages		vary from 48 pages to 112 pages
5	Text Colour	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		Crown ¼ 18 x 24 cms (Flesh Cut work)
7	Paper to be used for Text	60 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	80 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure - IV**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine		1 Number (32,000 Copies Approximately)
2	Size		Crown ¼ 18 x 24 cms
3.	Eligible Machinery		508 mm / 546 mm Cut-off Heat set Web offset machine (4 + 4 Colour)
4	Pages		vary from 48 pages to 112 pages
5	Text Colour	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		Crown ¼ 18 x 24 cms (Flesh Cut work)
7	Paper to be used for Text	70 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	90 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure - V**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine		1 Number (32,000Copies Approximately)
2	Size		Journal Size 18 x 25.5 cms
3.	Eligible Machinery		546 mm Cut-off Heat set Web offset machine (4 + 4 Colour)
4	Pages		vary from 48 pages to 112 pages
5	Text Color	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		18 x 25.5 cms (Flesh Cut work)
7	Paper to be used for Text	60 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	80 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – VI**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine		1 Number (32,000Copies Approximately)
2	Size		Journal Size 18 x 25.5 cms
3.	Eligible Machinery		546 mm Cut-off Heat set Web offset machine (4 + 4 Color)
4	Pages		vary from 48 pages to 112 pages
5	Text Color	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		18 x 25.5 cms (Flesh Cut work)
7	Paper to be used for Text	70 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	90 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – VII**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1	Monthly Magazine		1 Number (32,000Copies Approximately)
2	Size		Journal Size 20 x 25.5 cms
3.	Eligible Machinery		546 mm Cut-off Heat set Web offset machine (4 + 4 Color)
4	Pages		vary from 48 pages to 112 pages
5	Text Color	-	Text & Cover (inner & outer) in 4 Colours Printing
6	Print Area		20 x 25.5 cms (Flesh Cut work)
7	Paper to be used for Text	60 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8	Paper to be used for Cover	80 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9	Nature of Binding		Saddle Wire Stitching
10	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – VIII**Technical Specification of the Work
Printing and supply of one Monthly Magazine**

1.	Monthly Magazine		1 Number (32,000 Copies Approximately)
2.	Size		Journal Size 20 x 25.5 cms
3.	Eligible Machinery		546 mm Cut-off Heat set Web offset machine (4 + 4 Color)
4.	Pages		vary from 48 pages to 112 pages
5.	Text Color	-	Text & Cover (inner & outer) in 4 Colours Printing
6.	Print Area		20 x 25.5 cms (Flesh Cut work)
7.	Paper to be used for Text	70 GSM LWC Paper (Gloss)	Brightness (%) Min. 75 Gloss (%) 56 Bulk (µm) 0.9 to 1.2
8.	Paper to be used for Cover	90 GSM Foreign Art Paper	Brightness (%) Min. 80 Gloss (%) 60
9.	Nature of Binding		Saddle Wire Stitching
10.	Packing and Despatch		During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

8. STATEMENTS AND DECLARATIONS**Annexure – IX****PROFILE OF THE TENDERER****PART -A - I**

I. Name of the Tenderer (firm)

(a) Address of Office

Phone No.

Fax :

Mobile No.

(b) Address of Works

Phone No.

Fax :

Mobile No.

(c) E-mail address

II. (a) Name of Authority (viz.)

Owner / Partner / Director who
will execute the Agreement as
prescribed by the TNTB&ESC.

(b) Name of the responsible person
to be contacted in all matters relating
to the execution of work..

III. (a) PAN

A Xerox copy of the latest income-tax clearance
certificate / Assessment order / Returns for the
last Three years are to be enclosed.

(b) GST Registration No.
(Attested Xerox copy to be enclosed).(c) Whether the printing press has been
registered under Press and Registration of Books Act
1867.(Attested photo copy to be enclosed).

(d) EMD remittance details.

IV. (a) Name and address of the bank where the bidder is holding an account and where payments can be made

(b) Account number with bank code / IFSC code.

(c) ECS / RTGS / NEFT No.

I certify that the Particulars furnished above are true to the best of my knowledge and belief and copies of relevant documents are enclosed.

(All Photo copies of the Certificate should be attested by the Notary Public).

**Signature of the Tenderer
With seal**

PART -A - II**A. Computer to plate (CTP)**

Sl No	Description of Equipment	Size	Nos.
1.	Computer to plate (CTP)(In house facility or tie-up) (Agreement in Rs.20/-stamp paper is to be enclosed to establish tie-up facility.)		

B. PRESS :

I. Web Offset :

Sl No	Description of Equipment	No. of Machine available	Printing Capacity (Minimum 300 reams per day)
		Multi Colour 4 + 4	
1.	Heat set Web offset Machine Cut-off size : 492 mm		
2.	Heat set Web offset Machine Cut-off size : 508 mm		
3.	Heat set Web offset Machine Cut-off size : 546 mm		

C. POST PRESS : BINDING

Sl No	Description of Equipment	Size	Nos.
1.	a) Flow line machine (Saddle wire stitching). No. of stations to be specified.		
	b) Wire-stitching machine ½ ” min.		
2.	Cutting Machine Programme / 3 Side Trimmer		
Bidder should have binding facilities at their own premises with the above required machineries (In House)			

D. POWER BACK UP

Sl No	Description of Equipment	Capacity	Nos.
1.			

Annexure - X**ANNUAL TURNOVER STATEMENT FOR BIDDER**

The annual turnover of M/s. for the past years are given below and certified that the statement is true and correct.

Sl. No.	Years	Turnover in lakhs (Rs.)
1	2013 - 14	
2	2014 - 15	
3	2015 - 16	
4	2016 - 17	
	Total Turnover for any three consecutive years	
	Average Annual Turnover	

Date:

Seal:

**Signature of the Tenderer
with Seal**

**Signature of the Auditor /
Chartered Accountant
(Name in Capital with
Registration Number)**

Annexure – XI

**STATEMENT OF PRINT ORDERS EXECUTED DURING
THE PAST THREE YEARS AS ON 31.03.2017
(To be filled in by the tenderer)**

Sl. No.	Name & Address of the Organisation	P.O.No. & Date	Qty	Value of order in Rs. Lakhs	Scheduled Date of completion of order	Actual Date of completion of order
1	2	3	4	5	6	7

COMPANY SEAL

SIGNATURE :
DESIGNATION :
COMPANY :
DATE :

ANNEXURE - XII

Date:

DECLARATION

I / We having the registered office at.....
..... hereby declare that the Firm / Company or its
Partners / Shareholders have not been blacklisted by the Corporation or any
Undertaking / Corporation of the Central / State Governments.

**Signature of the Tenderer
with Seal**

ANNEXURE – XIII

Date:

DECLARATION FORM

I/We.....
having the registered office at..... declare that
I/we have carefully read all the terms and conditions of Tender floated by the
Tamil Nadu Text Book and Educational Services Corporation, Chennai vide
Tender Ref. No. 8313/C1/2017 for Printing and delivery of two monthly
Magazine and I / we shall abide by all the conditions set forth therein. I/we
also undertake to take back the rejected defective at our risk & cost and
replace the same within the stipulated time.

**Signature of the Tenderer
with Seal**

ANNEXURE - XIV**SELF CERTIFICATION OF QUALITY**

Certified that the quality of samples of Papers and Wrapper submitted with the Tender conforms to the technical specifications prescribed in **Annexure I to VIII**

A. Specification:

Description	Required Specification	Whether samples conform to Specifications (Yes / No)
1) Paper 2) Wrapper	As per specifications as given in Annexure I to VIII	

**Signature of the Tenderer
with Seal**

ANNEXURE – XV

CERTIFICATE

I/we having office at declare that the tender forms downloaded from the website www.tenders.tn.gov.in have not been tampered with / modified in any manner. In case, if the same is found to be tampered with / modified, my / our Tender shall be summarily rejected.

**Signature of the Tenderer
With Seal**

ANNEXURE - XVI

FORMAT FOR AVAILABILITY OF CREDIT FACILITIES

BANK CERTIFICATE

This is to certify that M/s is a reputed company with a good financial standing.

If the contract for the work, namely is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs. to meet their working capital requirements for executing the above contract.

Sd/-
Name of Bank
Senior Bank Manager
Address of the Bank

ANNEXURE - XVII

BANK GUARANTEE FOR SECURITY DEPOSIT

To: _____ *[name of Employer]*
_____ *[address of Employer]*

WHEREAS _____ *[name and address of Successful Tenderer]* (hereinafter called "the Successful Tenderer ") has undertaken, in pursuance of Tender No. _____ dated _____ to execute _____ *[name of Contract and brief description of Works]* (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Successful Tenderer shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Successful Tenderer such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Successful Tenderer , up to a total of _____ *[amount of guarantee]* _____ *[in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ *[amount of guarantee]* as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Successful Tenderer before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Successful Tenderer shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 12 Calendar months from the date of issue of Bank Guarantee.

Signature and seal of the guarantor _____
Name of Bank _____
Address _____
Date _____

An amount shall be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract including additional security for unbalanced Bids, if any and denominated in Indian Rupees.

ANNEXURE - XVIII

FORMAT OF AUTHORISATION LETTER

To

The Managing Director
E.V.K. Sampath Maaligai,
D.P.I. Campus,
No.68 College Road,
Tamil Nadu Textbook and Educational
Services Corporation,
Chennai-600 006.

We hereby irrevocably authorise _____ (type the Name and Address of the Bidder) to submit a Bid and subsequently negotiate and sign the contract with the Corporation relating to Tender Ref. R.C No. 8313/C1/2017.

Signature of the Proprietor / Partner

Place:

Date :

Note : Signature of the Authorised person should be attested.

Annexure – XIX (1)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of 18 x 23 cms as per Technical specification in Annexure- I	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (2)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of 18 x 23 cms as per Technical specification in Annexure- II	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (3)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of Crown ¼ - 18 x 24 cms as per Technical specification in Annexure- III	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (4)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of Crown ¼ - 18 x 24 cms as per Technical specification in Annexure- IV	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (5)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of the Journal Size 18 x 25.5 cms as per Technical specification in Annexure- V	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (6)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of Journal Size 18 x 25.5 cms as per Technical specification in Annexure- VI	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (7)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of Journal Size 20 x 25.5 cms as per Technical specification in Annexure- VII	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.

Annexure – XIX (8)**Part – B
Price Bid****(To be furnished in Part-B Cover)****Schedule of Rate offered per page as per specifications**

Sl. No	Description	Details	Rate per page	
			up to 10,000 copies Rs. Ps.	Above 10,000 copies Rs. Ps.
1.	Rate per page for Multi Colour Printing in the size of Journal size 20 x 25.5 cms as per Technical specification in Annexure- VIII	Basic Cost		
		GST (as applicable)		
		Total		
		Total Amount in Words		

(Rate to be quoted is inclusive of cost of Paper, Wrapper, Proofing, Digital Proof, Machine Proof, Printing, Binding, Packing and despatching)

**Signature of the Tenderer
with seal**

Note :

1. Rate will be considered for available machinery size and its relevant operations only.
2. 15 days duration will be given for the whole process such as, Printing, Binding, packing and despatching of Magazine.
3. Time schedule must be strictly adhered. The printer will be required to give special attention for printing and delivery of magazine without any delay.
4. Sample of paper to be used shall be enclosed with required specification.
5. During the initial period till getting the postage concession, the Magazine bundle are to be transported through private cargo operators. District wise bundles of Magazine duly packed with 90 GSM Kraft of suitable size and labeled with address should be sent to the collection centre of the cargo operator at Chennai. The expenditure spent for sending Magazine bundles through the private cargo operator to all the designated locations will be reimbursed to the printer upon producing relevant bills / documents. After getting the postage concessions, the printer has to send the Magazine to the General Post Office at Chennai or to a business post centre, to be confirmed for sending labels along with mailing wrappers with addresses for sending them to the designated locations.