

BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

**OFFICE OF GENERAL MANAGER TELECOM, BIJAPUR TELECOM DISTRICT
M. G. Road, BIJAPUR - 586 101.**

NO:-G-III/2/Printing of Telephone Bill/2009-10/1 dated at Bijapur the
03-08-2009.

TENDER DOCUMENT

**FOR SUPPLY OF HEAVY DUTY PRINTING SOLUTIONS FOR PRINTING OF
TELEPHONE BILLS OF BSNL BIJAPUR TELECOM DISTRICT WITH ADVANCED
LASER TECHNOLOGY/ELECTRO PHOTOGRAPHY PRINCIPLE**

SECTION-I

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SECTION-II
CHECK LIST

Following points may be checked before submitting the tender:

1. EMD Receipt/DD is enclosed in **First envelope** marked as "**Bid Security/EMD**".
2. The tender document & all other documents establishing bidder's eligibility & qualifications are enclosed in **second envelope** & marked as "**Qualifying Bid**".
3. Rates will be quoted by the tenderer in the prescribed format are enclosed in **third envelope** & marked as "**Financial Bid**".
4. All the three envelopes containing (i) EMD/Bid Security, (ii) Qualifying bid (iii) Financial bid are properly sealed by packing PVC Tape or sealing wax are placed inside a main cover & that should also be properly sealed by packing PVC Tape or sealing wax.
5. All envelopes must bear the following:
 - a. Tender No.
 - b. Name of work of tender
 - c. Name of the firm/bidder**The tenders, which are not submitted in above, mentioned manner (1 to 5) will be summarily rejected.**
6. The tender document in original duly filled in & signed by tenderer or the authorized representative along with seal on each page. All corrections & over writings must be initialed with date by the tenderer or his authorized representative. The rates have been quoted both in figures and words.
7. Tenderers Profile, dully filled in properly.
8. The tender is not conditional.
9. The registration of the firm, authenticated copy of the partnership deed in case of partnership firm.
10. Original "Power of Attorney" in case person other than the tenderer has signed the tender document
11. Experience certificate issued by STS/Manager Level Officer for having provided 1 lakh bills per month in one year.
12. Sales Tax registration.
13. Self-declaration for certifying that none of the closed relatives are employed in BSNL.
14. Self-declaration that bidder/Firm is not debarred from taking part in tender anywhere in BSNL.

SECTION-III



BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

Office of the General Manager Bijapur Telecom District
BIJAPUR-586 101.

NO;G-III/2/Printing of Tele Bill/2009-10/4/Dated 12-08-
2009

NOTICE INVITING TENDER

On behalf of Chief Managing Director Bharat Sanchar Nigam Limited New Delhi, Sealed tender are invited by The General Manager Telecom District Bijapur, from the eligible contractor for Supply of Heavy Duty Printing Solutions for printing of Telephone Bills of BSNL BIJAPUR with advanced laser technology/Electro Photography principle. The sale of tender documents will be from 10.00 hrs to 17.00 hrs of 17-08-2009 and up to 03-09-2009 on payment of Rs.551/- at A.O.(Cash) O/O GMTD BSNL Bijapur. The last date for submission of tender documents will be up to 15.00 hrs of 04-09-2009 For further details kindly contact AGM (A) Bijapur Tele No.(08352)241075.

Sd/-

AGM(A)

O/O GMTD Bijapur-586101

SECTION-IV
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)
OFFICE OF THE GENERAL MANAGER TELECOM
BIJAPUR TELECOM DISTRICT, M. G. Road, BIJAPUR-586 101.

NOTICE INVITING TENDER

NIT NO.: G-III/2/Printing of telephone Bill/ dated at Bijapur the **03-08-2009**.

Properly sealed tenders (Packing PVC Tape/Sealing Wax) are invited for and on behalf of Bharat Sanchar Nigam Limited, by General Manager Telecom BIJAPUR Telecom District, BIJAPUR from the eligible enlisted contractors for the following works:

1. **Name of the work: Supply of Heavy Duty Printing Solutions for printing of Telephone Bills of BSNL BIJAPUR TELECOM DISTRICT with advanced laser technology/Electro Photography principal.**
2. **Area of contract: Jurisdiction of GMT BIJAPUR Comprising of Revenue Districts of BIJAPUR and BAGALKOT.**

Sl. No.	Name of the SSA	Estimated Cost of Work in Rs.	Cost of Bid Document (Non refundable) in Rs.	Earnest Money/Bid Security in Rs.
1.	BIJAPUR	5,30,000/-	551/-	13,250/-

3. **Period of contract: One Year** from the date of agreement.

4. **Mode of Payment:** Tender document could be purchased by paying the cost of bid document in cash at A. O. (Cash), BSNL, office of General Manager Telecom BIJAPUR Telecom District BIJAPUR, M.G. Road, BIJAPUR - 580 020 between 10.00 Hrs. to 13.00 Hrs. except on Sundays and Holidays.

5. **Tender document containing Detailed description and works & terms and conditions can be Obtained from** : Sub Divisional Engineer (General), SANCHAR SURABHI, :M.G. ROAD, BIJAPUR - 580 020. Telephone No: (08352-245500)

6. **Sale of tender document:** Between 10.00 Hrs to 1700 Hrs of 17-08-2009 and up to 03 -09-2009 (On working days)

7. **Time & last date of submission of bid** : Up to 15.00 Hrs on 04-09-2009

8. **Time of Bid Opening** : 1600 hrs. on 04-09-2009.

Asst. General Manager (Admn)
O/o G.M.Telecom. BIJAPUR.

TERMS AND CONDITIONS OF THE TENDER

1. EMD Receipt/DD is to be enclosed in First envelope marked as "Bid Security/EMD" & a separate DD for cost of tender form for the tender documents downloaded from website.
2. The tender document & all other documents establishing bidder's eligibility & qualifications are enclosed in second envelope & marked as "Qualifying Bid".
3. Rates will be quoted by the tenderer in the prescribed format are enclosed in third envelope & marked as "Financial Bid".
4. All the three envelopes containing (i) EMD/Bid Security, (ii) Qualifying bid (iii) Financial bid are properly sealed by packing PVC Tape or sealing wax. are placed inside a separate main cover & which should also be properly sealed by packing PVC Tape or sealing wax.
5. All envelopes must bear the following:
 - a). Tender No. b) Name of work of tender c). Name of the firm/bidder
6. The bids should be addressed to Sri. N.Y.Holeyappagol. AGM(Admn), % GMT, SANCHAR SURABHI, M.G. ROAD, BIJAPUR-580 101.
7. During the entire evaluation process, if it is observed that the down loaded document is exactly not as per the original tender document and/or it is tempered/changed/altered/modified in anyway, the bid will be rejected.

The tenders that are not submitted in above-mentioned manner (1 to 5) are liable to be rejected.

Eligibility Conditions :

- i. The bidder must have experience of heavy duty printing solution of bills of BSNL or any reputed public or private sector, organization with volume of printing at least one lakh bills per month for at least one year during last two years, should submit experience certificate regarding the same from at least STS level officer of public sector organization/manager rank officer of private sector organization in support of his experience.
- ii. The registration of the firm, authenticated copy of the partnership deed in case of partnership firm.

SECTION-V

INSTRUCTIONS TO THE BIDDERS

1. DEFINITIONS:

- i) "The Purchaser" means the GMT, BIJAPUR.
- ii) "The Bidder" means an individual or the firm who participates in this tender and submits its bid.
- iii) "The Supplier" means an individual or the firm providing services under the contract.
- iv) "The Services" means printing of bills, detailed bills or any other documents and post print operations.
- v) "Letter of Intent (LOI)" means the written communication to the successful tenderer of the intention of the purchaser for the purchase of the services as per the purchase order read with the tender documents.
- vi) "Purchase Order" means the written order signed by the purchaser for the purchase of services after the successful bidder has accepted the LOI. It shall include all the attachments and appendices thereto and all the documents incorporated by the reference therein. This, along with the letter of Intent and tender documents shall constitute the contract.
- vii) "The Contract Price" means the price payable to the supplier under the purchase order for the full and proper compliance of his contractual obligations.
- viii) The records, terms and expressions not specifically defined herein or in the tender documents shall have the same meaning assigned to them in the Indian Sale of Goods Act, 1930 or the Indian Contract Act., 1872 or the General Clause Act, 1897 as the case may be. The Head notes are not guidance only and shall not affect the interpretation or construction of any provision thereof and in the tender documents.
- ix) "SBO" means Service Bureau Organization that is the vendor who will be providing the printing service.
- x) "ABF-Amount Billed For" Means amount for which the bill is issued.
- xi) "Print Impression/Image" means printing on one side of paper.

2. Eligibility to bid

- 2.1. The bidder must have experience of heavy duty printing (solution of bills of BSNL or any reputed public or private sector, organization with volume of printing at least one lakh bills per month for at least one year during last two years. The experience certificate regarding the same from at least STS level officer of public sector organization/manager rank officer of private sector organization in support of his experience.
- 2.2. The registration of the firm, authenticated copy of the partnership deed in case of partnership firm

3. Expenditure on tendering

The bidder shall bear all the costs associated with the preparation and submission of his bid(s). The purchaser, will in no case, be responsible or liable for any cost(s), regardless of the conduct of the process.

4. The Tender Documents

i) The bidding procedure, terms & conditions of the contract and the services proposed to be purchased are described in the tender documents which comprise the following:-

* Table of contents	Section-I
* Checklist	Section-II
* Tender Notice (Condensed)	Section-III
* Notice Inviting Tender	Section-IV
* Instructions to the Bidders	Section-V
* General Conditions of the contract	Section-VI
* Special Conditions of the Contract	Section-VI
* Scope of work	Section-VIII
* Technical Specifications	Section-IX
* Details of bidders	Section X
* Declaration & List of enclosures	Section XI
* Financial Bid	Section-XII
* Performance Security form	Section-XIII

ii) The bidder shall examine all the forms, instructions, terms & conditions and specifications in the tender documents. The failure to furnish all information required as per the tender documents or submission of bids not substantively responsive to the tender document shall be at the bidder's own risk and liable to summary rejection.

5 Clarification of Tender Documents:

- i) A prospective bidder, requiring any clarification(s) of tender documents may notify the Purchaser in writing at the Purchaser's mailing address. The purchaser may, if necessary, respond in writing to such request(s) for clarification(s) of the tender documents, if received not later than 7 days prior to the last date for the submission of the bids. The copies of the query (without identifying the source) and clarification(s) by the purchaser shall be sent to all the prospective bidders who have purchased the tender documents.
- ii) No request for post-bid clarifications shall be entertained.

6. Amendment to the Bid documents

- i) The purchaser, for any reason, whether at its own initiative or in response to the clarification(s) sought by the prospective bidder(s) may, at any time, prior to the last date for submission of the bids, amend the bid documents. All such amendments shall be notified in writing or by telex or FAX to all the prospective bidders who have purchased the tender documents. These modifications/ amendments shall be binding on all concerned.
- ii) To allow the prospective bidders reasonable time for preparing the bids after taking into account the modification(s)/amendments, the purchaser, at its discretion, may extend the date for submission of the bids.

7. Preparation of Bids

7.1 The documents to be furnished: The bids prepared by the bidder shall comprise the following documents in three envelopes as specified in NIT:

A. First Envelope: Bid security/EMD

EMD in form of Cash Receipt/DD issued in favour of A. O. (Cash) office of GMT, M.G. ROAD, BIJAPUR payable at BIJAPUR, for an amount as per NIT & separate DD for cost of tender form for tender document downloaded from web site.

B. Second Envelope: Qualifying bid

Following document establishing the bidders eligibility:

- Technical details of printing solution offered along with document of quality management certification, if any.
- Attested copy of latest income tax return documents.
- Attested copy of the power of attorney if any
- Attested copy of the partnership deeds/memorandum of understanding if any
- Credentials regarding experience in carrying out similar services to other PSU/Corporate Sector/Govt/Depatt Telecom companies as per NIT condition.
- List of important customers with documentary proof.
- Tender document duly signed on each page
- PAN Card copy
- Attested copy of service Tax registration.

C. Third Envelope: Financial Bid:

Financial bid as per section XII of tender document.

7.2 Completion of Tender Form

- i) The bidder shall complete the tender form and the appropriate Price Schedule in manner prescribed in the format included in the tender document only, clearly indicating the services to be provided, a brief description thereof and the quantity and prices.
- ii) he offers of the bidder(s) which are not accompanied by bid security (wherever necessary) and other necessary documents are liable to summary rejection.

7.3 Bid Prices

- i) The bidder shall give the unit prices, total bid prices and other prices of the services it proposes to provide under the contract as per the price schedule included in the tender documents. Prices shall be entered in the price schedule in the following manner:-
- ii) The supplier shall specify details of the items and shall quote, as per price schedule given in the tender documents, for such items (applicable or essential for utilizing the system) forming part of the system. The prices as shown should be all inclusive i.e. duties, taxes, levies etc.
- iii) The prices quoted by the bidder shall remain firm during the entire period of the contract and shall not be subject to variation on any account. The bid submitted with variable prices/conditional bid (unless asked by GMT, Bijapur), shall be rejected as a non-responsive bid.
- iv) The unit prices shall be quoted with sufficient details to enable the purchaser to arrive at total prices of the equipment/system offered.
- v) The consolidated costs should be quoted in separate financial bid form given at Section-XII

7.4 DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATIONS:-

- i) The bidder shall furnish, as part of bid documents, the documentary evidence establishing his eligibility as statement in Para (2).
- ii) The bidder shall also furnish the documentary evidence that he has the financial, technical and production capabilities that are necessary to perform the contract as specified in section VII.
- iii) Technical details of printing solution offered along with document of certification, if any.

7.5 DOCUMENTS ESTABLISHING THE CONFORMITY WITH THE TENDER DOCUMENTS & SERVICES OFFERED:

The bidder shall furnish as part of his bid, all documents that shall establish the conformity with the tender documents and services asked. Such documentary evidence may be in the form of technical literature, drawings and or data etc. He shall furnish:

- a) A detailed description of essential technical specifications and performance parameters of the goods offered.
- b) A clause-by-clause compliance to the Purchaser's Technical Specifications and Commercial Conditions to demonstrate substantive responsiveness to the same.
- c) Statement of deviations and exceptions if any and the details thereof to the provisions of the Technical Specifications and commercial conditions.

8. BID SECURITY

- i) The bidder shall furnish, as part of his bid, a bid security for an amount as per NIT in the form of cash receipt or crossed DD in favour of Account Officer (Cash) O/o GMT BSNL, BIJAPUR of Rs.26,500/-
- ii) The bid security is required to protect the Purchaser's interests against the risk of bidder's conduct, which would warrant forfeiture of the security pursuant to the clause 8(x).
- iii) The bid security shall be furnished in one of the following manners only:
 - a) Demand Draft/Pay Order drawn on any Nationalized bank, in favor of A.O. (CASH) BSNL, o/o General Manager Telecom, BIJAPUR and payable at BIJAPUR.
 - b) By cash deposited at cash counter, AO Cash, BIJAPUR.
- iv) Amount or amounts payable if any to the bidder or the bid security furnished by the bidder in respect of an earlier bid shall not be adjustable against this bid, unless specified otherwise as a special condition by the purchaser.
- v) No other bidder (except as specified under Para (iv) above shall be exempted from the requirement of bid security.
- vi) A bid not secured in accordance with Para 9(i) shall be summarily rejected at the time of bid opening as a non-responsive bid.
- vii) The amount deposited as bid security shall carry no interest during the entire period it remains with GMT, BIJAPUR TD, BIJAPUR.
- viii) The bid security of the unsuccessful bidder(s) shall be refunded only after the successful completion of the tender process. To expedite refund bidders are advised to enclose a pre-receipt with the bid.
- ix) The bid security of the successful bidder(s) will be converted in to Security Deposit and will be refunded after expiry of tender period. During this period it will not earn any interest.

x) Within seven days from receipt of the provisional acceptance letter from the office in addition to EMD the successful tenderer should pay Rs.13250/- towards additional security deposit. EMD converted as SD and ASD will remain with BSNL and will be refunded after expiry of tender period after observing necessary conditions. During period it will not earn any interest.

Xi) The bid security shall be forfeited:-

a) If a bidder withdraws his bid during the period of bid validity as specified by the bidder on the Bid form.

OR

b) In the case of a successful bidder, if the bidder fails to sign the contract and/or fails to furnish performance guarantee in accordance to the relevant clauses of the tender document(s).

9.PERIOD OF VALIDITY OF BIDS

9.1 A bid shall remain valid for 180 days after the date of opening of bid(s). A bid valid for a shorter period shall be rejected as a non-responsive bid.

9.2 In exceptional circumstances, the Purchaser may seek the bidders' consent for extension of the period of validity of bid(s). The request and the responses thereto shall be made in writing. The bid security provided under clause 8 shall also be suitably extended. A bidder shall however, has the right to refuse for an extension without any risk to his bid security. A bidder conceding to the request for extension of time shall, however, not be permitted to modify his bid.

10.FORMAT AND SIGNING OF BID

10.1 Format of Bid

- i) The bidder shall separately prepare the Technical Bid and Financial Bid, both to be filled in Original tender form only or downloaded documents from website.
- ii) The original copy should be filled up in **original forms of the tender document or down loaded document only**, failing which the bid will be summarily rejected and signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. Written power-of-attorney accompanying the bid shall indicate the letter of authorization. All pages of the original bid, except for unamended printed literature shall be initialed by the person or persons signing the bid.
- iii) The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder in which case such corrections shall be initialed by the person or persons signing the bid.
- iv) **All the pages of the bid document should be serially numbered and signed.**
Any confusion in this regard can be clarified with SDE (Genl) O/o GMT, , SANCHAR SURABHI, M.G. ROAD,BIJAPUR-586101 by meeting in person or on phone No.:-08352-245500.

10.2 Signing of Bid

- i) Individuals signing the bid or the other documents connected with the contract shall indicate their full name below their signatures. He/They shall also specify whether he/they is/are signing as:-
 - a) A sole proprietor of the firm or his constituted attorney(s).
 - b) Partner(s) in the firm, in which case he/they must have the authority to represent the firm, either by virtue of the partnership agreement or by the power of attorney, for arbitration of dispute(s) concerning the business of the said partnership firm.
 - c) Constituted attorney of the firm in case of it being a company.
- ii) In case of partnership firm a copy of the partnership deed (agreement) and/or general power of attorney duly attested by a Notary Public shall accompany.
- iii) A person signing the bid form or any document forming the part of the contract on behalf of another person shall be deemed to be having authority to sign the document. If however, found to be otherwise the GMT, BIJAPURTD, BIJAPUR may, without prejudice to other civil and criminal remedies, cancel the contract at the risk and cost of such person and hold him liable for all costs and damages arising from the cancellation of the contract including any loss which the GMT, BIJAPURTD, BIJAPUR may suffer on account of execution of contract/intended contract.

11.SUBMISSION OF BIDS

- i) **The bidder shall wax seal/PVC tape the first envelope containing EMD, second envelope of technical bid and the third envelope containing financial bid in separate (inner) envelopes. All the three envelopes will further be wax sealed in an separate outer envelope and**
 - a) Shall be addressed to the Purchaser at the following address:-
To
Shri.N.Y.HOLEYAPPAGOL
AGM(Admn) O/o GMTD, BSNL,SANCHAR SURABHI, M.G. ROAD, BIJAPUR -586101.
 - b) Shall be super scribed with the name of items/services bid for and the words 'DO NOT OPEN BEFORE' the date & time As indicated in NIT. Each envelope should also be superscribed indicating whether it contains EMD technical bid or financial bid.
 - c) The inner and the outer envelopes shall also bear the name and address of the bidder at the lower left hand corner so that the bid can be returned unopened in case it is declared "RECEIVED LATE". Each envelope should also indicate the "RECEIVED LATE".
 - d) Outstation Tenders, if any, shall either be sent by Registered Post or delivered in person. The responsibility for ensuring that the bids are delivered in time and at the correct address shall rest solely with the bidder(s).
 - e) Bids delivered in person shall be delivered to:
AGM (Admn) O/o GMTD BSNL,SANCHAR SURABHI, M.G. ROAD, BIJAPUR- 586 101 on or before the date and time specified in NIT. The purchaser shall not be held responsible in any way about the bids that are delivered elsewhere and /or after the last date and time for receipt of bids.

ii) The Purchaser shall assume no responsibility for the misplacement of the bid(s) or premature opening thereof if the outer envelop is not wax sealed and marked as required under Para 11(i)a and 11(i)b.

12. LAST DATE AND TIME FOR SUBMISSION OF BIDS

i) All bids shall be received by the Purchaser at the address specified under Para 11(i) (a & e) not later than the date and time specified in NIT.

ii) The Purchaser may, at its discretion, extend the date and time for the submission of bids by amending the Bid Documents in accordance with clause 7(i) in which case all rights and obligations of the Purchaser and bidders shall be subject to the extended date and time.

iii) Any bid received after the specified date and time for submission of bids shall be rejected and returned unopened to the bidder(s).

13. MODIFICATION AND WITHDRAWAL OF BIDS

i) The bidder(s) may modify or withdraw a bid after submission provided that the written notice for the modification(s) or withdrawal is received by the Purchaser prior to the last date and time prescribed for submission of bids.

ii) The notice for modification or withdrawal shall be prepared, sealed, marked and dispatched strictly in accordance with provisions of clause 10. A notice for withdrawal may also be sent by FAX but followed by a signed confirmation copy, post marked not later than the deadline for submission of bids.

14. BID OPENING

i) The bids shall be opened on date and time as specified under NIT, in the presence of such bidder(s) or their authorized representatives who may choose to be present. The bidder(s) or the authorized representative(s) who are present shall sign an attendance register. The authorized representative(s) of the bidder(s) shall submit letter(s) of authority before they are allowed to sign the attendance register and participate in the bid opening.

ii) Maximum two (2) persons for each firm shall be allowed to attend the bid opening.

iii) Envelope containing EMD shall be opened first and then technical bid of these bidders shall be opened for which required EMD is submitted.

iv) Only Technical Bids (Part "A") will be opened on the date specified for the opening of the bid in NIT. Financial Bid (Part "B") will be opened later on the specified date which shall be conveyed to the bidders by the purchaser.

15. SUMMARILY REJECTION OF BIDS

One or more of the following reasons/omissions will render a bid liable to summarily rejection.

- i) Bid received late without conclusive proof that it was actually delivered before the specified closing time.
- ii) A bid, unless exempted specifically, not accompanied by required bid security along with Technical bid as required by Clause 9 (iii).
- iii) A bid not accompanied with separate DD for cost of application form downloaded from web site .
- iv) A bid not accompanied by a power of attorney to authorize to sign and bind the signatory.
- v) A bid, not accompanied by a documentary proof having the requisite experience in bill printing as specified in NIT.
- vi) Bid received unsealed.
- vii) Conditional bid or bid received with validity for a short period than prescribed in clause 10.1
- viii) Bid in which rates have not been quoted in the manner specified in the bid form.
- ix) Non receipt of clarification in time as required under clause 17 below.
- x) Influencing the evaluation of bids vide clause 18 below.

16. Protective Clause:

The purchaser reserves the right to disqualify such bidders who have a record of not meeting the contracted obligations against earlier contracts entered into with the purchaser without assigning any reason.

17. CLARIFICATION OF BIDS.

In the process of examination, evaluation and comparison of bids, the Purchaser may, if necessary ask the bidder(s) for clarifications(s) of the bid(s). The request for such clarification(s) and the response thereto shall be in writing. In case of no response from a bidder his bid is liable to summarily rejection.

18. INFLUENCING THE EVALUATION OF BIDS & AWARD OF CONTRACT

No bidder shall attempt to influence the Purchaser on any matter relating to the tender(s). Any attempt to influence the purchaser in the evaluation and comparison of the bid(s) and in award of the contract shall result in summarily rejection of the bid(s) of such bidder(s).

19. PRELIMINARY EVALUATION

- i) To determine clause-by-clause compliance, the bids shall be evaluated in respect to the substantive responsiveness of otherwise. Thereafter the evaluation shall be done for the substantively responsive bids only.
- ii) A substantively responsive bid is one that conforms to all the terms and conditions of the Tender Documents without material deviations. The bid's responsiveness shall be based on the contents of the bid itself without recourse to any extrinsic material.
- iii) A bid determined as substantively non-responsive shall be rejected. The bidder(s) shall not be permitted to make corrections to make such bid(s) substantively responsive.
- iii) The purchaser is not bound to accept the lowest or any Tender and reserves to himself the right to accept the whole or any part of the tender and of allotting the quantities offered. The bidders shall supply the quantities as decided by the purchaser at the approved rates.
- iv) The terms and conditions in the acceptance of Tender (Purchase Order), if in conflict with those in NIT, NIT shall prevail. Ambiguity or discrepancy, if any, however, shall be explained and adjusted by the purchaser.
- v) The purchaser may waive minor non-conformance or irregularity(s) in a bid that does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of the bid(s).

19.1 Arithmetical error, if any, shall be rectified in the following manner:

- a) If there is a discrepancy between the unit price and the total price that is obtainable by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected by the purchaser accordingly.
- b) If there is a discrepancy between words and figures, the amount in words shall prevail.
- c) If there is discrepancy in %, figures and words in respect of maintenance support or any other charges other than Govt. taxes/ levies the amount indicated in words and figures will prevail in that order.

20. COMMERCIAL EVALUATION OF SUBSTANTIVELY RESPONSIVE BIDS

- i) The bids previously determined to be substantively responsive only shall be evaluated commercially and compared in detail.
- ii) The ranking shall be based on the evaluation criteria specified in section XII.
- iii) Based on the merits of each case, the distribution of tendered quantity amongst the bidder(s) whose bids are found to be technically and commercially acceptable shall be determined by the purchaser.
- iv) The purchaser shall have the sole discretion in determining the number of suppliers on whom the purchase orders shall finally be placed. If multiple bids are accepted, the terms and conditions offered to the lowest shall also apply to the higher bids.

21. RIGHT TO VARY THE QUANTITIES

- i) The purchaser shall reserve the right, at any time of award of contract to increase or Decrease the quantity by upto 25% of what is specified in the schedule of quantities without any change in unit price or the terms and conditions.
- ii) The vendor shall regulate the delivery of ordered goods/ services as per written instructions from the purchaser.
- iii) The purchaser may also place add-on order(s) up to a max. of 25% of the tendered quantities in one or more lots over a period of less than one year.

22. RIGHT TO ACCEPT/REJECT ANY OR ALL BIDS

The Purchaser is not bound to accept the lowest or any other bid and reserves the right to accept or reject any bid, and to annul bidding process and reject all bids, at any time prior to the award of the contract without assigning any reason(s) whatsoever and without thereby incurring any liability towards the affected bidder(s) on this ground.

23. NOTIFICATION TO THE SUCCESSFUL BIDDER(S)

- i) Before the expiry of the validity of bid, the Purchaser shall notify the successful bidder(s), in writing by registered letter or by fax, (to be confirmed in writing by registered letter) about the acceptance of the successful bid(s).
- ii) The bid security of the successful bidder(s) shall be discharged only after the performance security is furnished by such bidder(s).

24. LETTER OF INTENT (LOI)

- i) The letter of intent shall constitute the intention of the Purchaser to place a purchaser order on the successful bidder(s).
- ii) The bidder shall, within 15 days of the issue of the LOI, communicate his acceptance and shall also furnish performance security in conformity with the bid documents.
- iii) Failure to comply with the requirement of clause 24(ii) shall constitute sufficient ground for the annulment of the acceptance of the bid and forfeiture of the bid security in which event the Purchaser shall feel free to place orders on any other bidder(s) or call for fresh bids.

25. AWARD OF CONTRACT AND ISSUE OF PURCHASE ORDER

25.1 ISSUE OF WORK ORDER

- i) The purchaser may consider placement of a order for services on those bidder(s), whose offers have been found technically, commercially and financially acceptable and whose product(s) have been found proven.
- ii) Every calendar month the Work Order will be placed by the CAO(TR) O/o GMTD ,BSNL, BIJAPUR-586101. and satisfactory completion of the work, the bill duly certified by the CAO (TR) O/o GMT, BIJAPUR the bill should be submitted to A.G.M.(Admn) O/o GMT, BIJAPUR for further process and payment.
- iii) During the period of contract, if so desired by the purchaser, the supplier(s) shall visit the purchaser at such place and date as may be prescribed by the purchaser for discussions on design(s) and progress of the work etc. at his own cost and means.

25.2 PRICE FOR ORDERING

The approved prices shall remain valid for the period of contract. **Any variation of taxes and duties shall not affect the prices during the the validity of the contract.**

26. RIGHT TO CANCEL THE CONTRACT

The purchaser shall have the right to cancel the contract wholly or in part in the event he is obliged to do so on account of any decline, diminution, curtailment or stoppage of the work(s). In that event, this will be mutually discussed and settled depending upon the status of the contract.

SECTION-VI

GENERAL CONDITIONS OF CONTRACT

1. APPLICATIONS

These conditions shall apply in all the contracts made by the purchaser for the procurement of services.

2. STANDARD

The services supplied under this contract shall conform to the standards mentioned in the Technical Specifications.

3. PATENT RIGHTS

The supplier shall indemnify the purchaser against the third- party claims/ actions of infringement of patent, trademark or industrial design rights arising from use of the services or any part thereof in Indian Telecom Network.

4. PERFORMANCE SECURITY DEPOSIT

4.1. The supplier, within 15 days of the receipt of the Letter of Intent (LOI), shall furnish Performance security

4.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the supplier's failure to complete its obligations under the contract.

4.3 The successful tenderer shall provide a Performance Security Deposit of 10% of estimated value as per NIT for the period of Eighteen months as Security Deposit in the form of Bank Guarantee in the format as per Section-XIII or by a Demand Draft drawn from any Nationalized Bank or scheduled bank in favour of AO Cash, BSNL, O/o General Manager Telecom, BIJAPUR TD, BIJAPUR When paid by DD, the Security Deposit carries no interest & refundable only after Completion of the contract awarded to Service Bureau Organization. If Security Deposit is paid in the form of Bank Guarantee, the validity period of the same shall be Eighteen Months initially. failure in payment of Security Deposit will entail forfeiture of EMD.

4.4 G.M.T. BIJAPUR Telecom, BIJAPUR has right to encash the Bank Guarantee in case of delay/failure to complete/perform the job within the given period or breach of any clause of this document.

5. INSPECTION AND TESTING

5.1 The purchaser or its representatives wherever desired have the right to inspect and test the goods for their conformity to the specifications. The technical specifications shall specify what inspections and test the Purchaser shall conduct and where they shall be conducted. Where the purchaser decides to conduct such tests on the premises of the supplier or its sub-contractor (s), all reasonable facilities and assistance like testing Instruments and other test gadgets including access to drawings and production data shall be provided to the inspector(s) at no cost(s) to the Purchaser.

5.2 Should the service fail to conform to the specifications, the purchaser may reject them and the Supplier shall either replace the rejected service or make alterations necessary to meet the specifications at his own cost before re-offering the same for further inspection.

5.3 If any equipment or part thereof, before it is taken over is found to be defective or fails to fulfill the requirements of the contract, the inspector shall give the supplier notice setting forth details of such defect(s) or failure(s) and the supplier, shall remove the defects or replace the service to ensure full compliance with the requirements of the contract forthwith and in any case within a period not exceeding three months of the initial report. These replacements shall be made by the supplier free of all charges at site. Should it fail to do so, the Purchaser shall reserve the right to reject and/or to get the replacement, at the cost of the supplier, the whole or part of the equipment as the case may be. The cost of all such requirement(s) i.e. non replaced rejected service shall be deducted from the amount payable to the supplier. The decision of the purchaser shall be final for considering the service as defective/rejected.

5.4. Inspection and testing shall be as per provisions in the General Specifications.

5.5. The testing will include the

- a) Quality of paper & printing
- b) Content of the bill & Call details.

5.6. A bill be called a wrong bill if,

- a) Figures specified in the bill are wrong
- b) Variation in no of call details i.e. reducing or increasing the call details.
- c) Quality of paper or printing is not adequate.
- d) Bills not printed according to the approved format

A wrong bill can be identified by

- a) Making the sample check by the officer of BSNL
- b) Complaint from the subscriber

In case of wrong bill the SBO will have to reprint the bill and any cost implications due to delay will have to be borne by the SBO. However if such practice occur frequently the contract is liable for termination.

5.7 Unless specified otherwise inspecting authority shall be nominated by GMT , BJP TD, BIJAPUR.

5.8 The Chief Account Officer or his representative or any of his superior officers shall have free access to the sight at all times for inspection. The agency shall render to the representative of BSNL all possible assistance and facilities for the purpose.

6.DELIVERY AND DOCUMENTS

The Service Bureau Organization shall start rendering the service to GMT BIJAPUR within one month from the date of LOI. Failure to commence operation within that date will result in penalty Charges as per Para 8

7 INCIDENTAL SERVICES (WHEREVER REQUIRED)

7.1 The supplier may be required to provide any or all of the following :

- i) On-site supervision of assembly and/ or start-up of the supplied services;
- ii) Tools and testers required for assembly and/or maintenance of the supplied services;
- iii) Supervision, maintenance and/or repair of the supplied goods, for a period of time agreed by the contracting parties provided that such service shall not relieve the supplier of any warranty obligations under this contract.

7.2 Financial obligations, if any, of the above services shall be clearly indicated in the offer. Failing that it shall be construed that these services shall be provided by the supplier (s) at its own cost.

8. PENALTY

In the event of failure to complete the entire print job including other post printing operations, if any, within the print-window timings prescribed, the tenderer shall be liable to pay the penalty as follows and such amount will be deducted from any amount due to him from GMT, BJP TD, BIJAPUR.

1. For the first and second days beyond print-window timings: Rs. 2,500/- per day
2. For more than (2) two days or part thereof : 0.1% of the "ABF" (amount billed for) the given cycle subject to a maximum of Rs. 15,000/- per day.
3. If the tenderer is penalized on the above clause more than three times in a year ,the contract is liable for termination.

(Note: The "Amount billed for" for this purpose shall be the total of payable amount billed by GMT BJP TD, BIJAPUR for the particular billing cycle and the computerized figures furnished by the nominated officer of GMT BJP TD, BIJAPUR shall be final for the purpose).

The Designated Officer reserves the right to waive the penalty or reduce it, at his discretion, depending upon the merits of reasons for such delay. However, this waiver clause shall not be invoked as a matter of routine.

9. PAYMENTS

9.1. Successful bidder shall arrange to submit its claim on monthly basis. The bills in triplicate pre-receipted shall be preferred by successful bidder to CAO(TR)O/o General Manager Telecom BIJAPUR or any other officer nominated by General Manager Telecom BIJAPUR by 5th of every month for the services rendered in the preceding calendar month.

- 9.2. Increase in taxes and other statutory duties/levies if any after the expiry of the delivery date shall be to the contractor's account. However, the supplier (s) shall pass on to the purchaser benefits of any decrease in such taxes/duties.
- 9.3 No payment shall be made for services that are rejected on inspection/ testing at site.

10. PRICES :

Prices charged by the supplier for services provided and services performed under the contract shall not vary from the prices quoted in the bid over the period of contract of first Year. However terms and rate reduction if any for second year shall be applicable as per mutual agreement with BSNL BIJAPUR.

11. AMENDMENTS

- 11.1 Within the scope of the contract the purchaser may, at any time, by a written order to the supplier, amend one or more of the following :
- a) Drawings, designs and specifications, if the services to be supplied under the contract shall be manufactured specifically for the purchaser.
 - b) The method of packing and shipment.
 - c) The consignee and/or the place of delivery.
 - d) The services to be provided by the supplier.
- 11.2. If such amendment(s) cause (s) an increase or decrease in the cost or the time required for the execution of the order, an equitable adjustment shall be made in the contract price or delivered schedule, or both, and the contract shall accordingly be amended. Any proposal by the supplier for adjustment under this clause shall be made within thirty days from the date of the receipt of such amendments.

12. DELAYS IN THE SUPPLIER'S PERFORMANCE

- 12.1 Services under the contract shall be provided strictly in accordance with the delivery schedule specified in the purchase order.
- 12.2 Delay (s) in the performance of delivery obligations shall render the supplier liable to any or all the following. 1) Forfeiture of performance security 2) Imposition of liquidated damages 3) Termination of the contract for default.
- 12.3 If at any time during performance of the contract, the supplier should encounter conditions impeding timely delivery of the services, the supplier shall promptly notify the purchaser in writing of the full fact about the delay, its likely duration and cause(s). After receipt of the supplier's notice, the discretion for extending the period for performance of the contract after mutual discussions, will be exclusively of the purchaser i.e. GMTD BIJAPUR.

13 Failure to perform within stipulated schedule (Time window)

In the event of machinery failure, the Service Bureau Organization shall make alternate arrangement at their own cost and ensure that the schedules are not getting affected by not more than 8 hours beyond the stipulated print window timings. GMT BIJAPUR shall not bear such expenses incurred by the Service Bureau Organization in all such eventualities. In the event of the Service Bureau Organization not able to extend the

service even after expiry of the 8 hours beyond print window timings, a liquidated damage equal to the amount spent by GMTD BIJAPUR to get the work done through other sources is payable by the Service Bureau Organization to GMTD BIJAPUR in addition to the penalty liable under clause-8 "Penalty".

The Service Bureau Organization personnel responsible for operations of the equipment and machinery shall be stationed on site on regular basis to handle any contingency plans.

14 FORCE MAJEUR

14.1 If at anytime, during the currency of this contract, the performance, in whole or in part, of any obligation(s) by either party under this contract shall be prevented or delayed by reasons(s) of war, hostility, acts of the public enemy, civil disturbance, sabotage, fire, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Herein after referred to as events) provided notice of happenings, of any such event is given by either party to the other within **7 days** from the date of occurrence thereof, neither party shall by reason(s) of such event be entitled to terminate this contract which shall resume as soon as practicable after such event(s) may come to an end or cease to exist provided further that if the performance in whole or part of any obligation(s) under the contract is prevented or delayed by reason(s) of any such event for a period exceeding 60 days either party may, at its discretion terminate the contract. The decision of GMTD, BIJAPUR as to whether an event justifies invocation of force major shall be final and conclusive.

14.2 PROVIDED also that if the contract is terminated under this clause, the purchaser shall be at liberty to take over from the supplier, at a price to be fixed by the Purchaser, and which shall be final, all the unused, undamaged and acceptable goods, bought out components and stores of manufacture in the possession of the supplier at the time of such termination or such portion(s) thereof as the purchaser may deem fit excepting such materials, bought out components and stores as the supplier may, with concurrence of the purchase, elect to retain.

15. TERMINATION FOR DEFAULT

15.1 The purchaser by a written notice of default, may, without prejudice to any other remedy for breach of contract, terminate the contract in whole or in part as the case may be.

- i) If the supplier fails to deliver any or all of the services within the time period(s) specified in the Contract, or any extension thereof granted by the purchaser pursuant to Clause 13.
- ii) If the supplier fails to perform any other obligation(s) under the Contract; and
- iii) If the supplier, under either of the above circumstances, does not remedy his failure(s) within a period of 30 days (or such longer period as the purchaser may allow in writing) after the receipt of the default notice.

15.2 In the event of the termination of the contract in whole or in part, (pursuant to Para 15.1) the purchaser may procure from open market, services similar to those undelivered and the supplier shall be liable for payment of such excess cost for

such similar services. The supplier shall, however, continue performance of the contract to the extent not terminated.

- 15.3** On the happening of any of the above circumstances, the purchaser, without prejudice to its other rights under the law or the contract, may purchase the balance quantity of the services at the risk and cost of supplier and book to him for the payments thereof and shall also claim a set-off of any dues payable under the contract to the supplier against his dues under the contract or any previous contract.

16. TERMINATION FOR INSOLVENCY

The Purchaser may at any time terminate the contract by a written notice of 7 days to the Supplier, without compensation, if the supplier becomes bankrupt or otherwise insolvent, provided that such termination shall not prejudice or affect any right or action or remedy which had accrued or might accrue.

17. ARBITRATION

- 17.1** In the event of any question, dispute or difference arising under this agreement or in connection therewith except as to matter the decision of which is specifically provided under this agreement, the same shall be referred to sole arbitration of the GMTD Bijapur or in case, his designation is changed or his office is abolished then in such case to the sole arbitration of the office for the time being entrusted whether in addition to the functions of the GMTD Bijapur or by whatever designation such officer may be called the (hereinafter referred to as the said officer) and if the GMTD Bijapur or said Officer is unable or unwilling to act as such to the sole arbitration or some other person appointed by the GMTD Bijapur or the said Officer. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act, 1996. There will be no objection to any such appointment that the arbitration is Government servant or that he has to deal with the matter to which agreement relates or that in the course of his duty as Government servant he has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reasons whatsoever such GMTD Bijapur or the said officer shall appoint another person to act as arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

- 17.2** The arbitrator may from time to time with the consent of parties enlarge the time for making and publishing the award. Subject to aforesaid the Arbitration Act, 1996, and the rules made there under any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under clause.

- 17.3** The venue of the arbitration proceeding shall be the office of GMTD Bijapur at Bijapur or any other places as the arbitrator may decide.

18. SET OFF:

Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by the purchaser/ GMT BJP TD, BIJAPUR and set off against any claim of the Purchaser or GMT, BJP TD BIJAPUR arising out of this contract or under any contract made by the Contractor with the Purchaser and/or i.e. GMT BJP TD, BIJAPUR.

SECTION-VII
Special Conditions of Contract.

These conditions are specific to the job. If any condition is in conflict with previous conditions, the conditions in this annexure will prevail.

- a) This is a tender for rate contract to be executed in BIJAPUR GMT , BIJAPUR as per NIT for the period of One year. The scope of the tender is to provide print and post-print operations (folding stapling, collating, sorting, bundling) service for printing of Telephone Bills and call details and for post print operations on a continuous basis for a period of One year.
- b) The Service Organization shall provide the manpower, printer consumables/stationery/window envelopes/spares for installations and operations of plant and machinery owned and operated by Service Bureau Organization.
- c) The Service Bureau Organization shall provide foolproof and transparent arrangement in the system to ensure that all the data supplied by the GMT BIJAPUR is printed. The counter for the number of print images created by the system is also software/system controlled and counter initialization should not be possible by Service Bureau Organization's operators without the prior approval of nominated officer of GMT, BIJAPUR. This point is of utmost importance since payment to Service Bureau Organization's monthly claims for the service rendered to GMT, BIJAPUR is based on the readings in the counter and foolproof and transparent arrangement shall be made by Service Bureau Organization to the full satisfaction of GMT, BIJAPUR .
- d) Service Bureau Organization shall provide documentary proof of providing similar services to other BSNL units /public private sector organization as specified in NIT.
- e) The software for designing the pre-print-image format shall be developed by Service Bureau Organization free of cost. The Service Bureau Organization is also responsible for making the necessary changes to the software needed, to accommodate any changes to the print-image format, as and when GMT BIJAPUR puts forth such demand, free of cost. This does not include changes required for inclusion of Commercial advertisements as per clause (l) below at short notice of 3 to 4 days for each occasion bill printing.
- f) Approval for the quality, shape and size of bill to be used shall be taken from CAO (TR) O/o GMT, BIJAPUR.
- g) The bill has to be delivered to the officer designated by the GMT BIJAPUR at designated place.
(The Print-Window means the time between when the data is taken and bills are delivered.)
- h) The bill for payment has to be raised to CAO (TR) o/o GMT BSNL ,BIJAPUR.

- i) The responsibility for procuring/stocking the necessary stationery and envelopes for stuffing the printed bills shall be Service Bureau Organization's. The specifications for the type, size and quality of the stationery required for automated handling by Service Bureau Organization's machinery shall be discussed and mutually agreed to before Service Bureau Organization makes such procurement.
- j) Optionally, GMT BIJAPUR shall opt to recover the cost of printing by soliciting commercial advertisements in the free space left at appropriate position of each Customer's bill details/special messages without affecting the overall number of pages for a particular customer. For this Service Bureau Organization shall provide facility to scan/edit/reduce/enlarge the advertisement material suitably and re-adjust print format layout to suitably insert the commercial advertisement at appropriate slot at short notice for every billing cycle and such changes required are to be done free of cost.
- k) GMT BIJAPUR shall provide the data required for generation of print-images. through e-mail. For this purpose, all the 7 days are to be considered as working days and the print-window timings set forth in clause 7 of the technical specification shall be maintained at any cost. Thus, intervening holidays/week-ends shall not affect the operations.
- l) The term of the contract is for a period of One year. The contract can be terminated by GMT BIJAPUR by serving a notice of 6 months.
- m) The SBO shall maintain full confidentiality of the data supplied for creating print images. Under no circumstances, the Service Bureau Organization shall divulge/reveal/share such data for the purpose other than for creating print images for GMT BIJAPUR. Any violation of this confidentiality clause may result in instant termination of the contract and Service Bureau Organization shall pay liquidated damages of Rs.5,00,000/- (Rupees Five lakhs only) to GMT BIJAPUR and GMT BIJAPUR shall reserve the right to black-list the Service Bureau Organization on all India basis.
- n) Successful Service Bureau Organization shall also be under obligation to extend similar services to GMT BIJAPUR at the same agreed rate for any other ad hoc/non-cyclic requirements of GMT BIJAPUR on priority basis, as and when such requirement arise and such request is made by GMT BIJAPUR to Service Bureau Organization. The print-image/page layout shall be developed by the Service Bureau Organization free of cost on 2 occasions in a calendar month.
- o) **Failure to perform within stipulated schedule.**
In the event of machinery failure, the Service Bureau Organization shall make alternate arrangement at their own cost and ensure that the schedules are not getting affected by not more than 8 hours beyond the stipulated print window timings. GMT BIJAPUR shall not bear such expenses incurred by the Service Bureau Organization in all such eventualities. In the event of the Service Bureau Organization not able to extend the service even after expiry of the 8 hours beyond print window timings, a liquidated damage equal to the amount spent by GMT BIJAPUR to get the work done through other

sources is payable by the Service Bureau Organization to GMT BIJAPUR in addition to the penalty liable under "Penalty". clause-8 of section-VI of the tender document.

SECTION-VIII

Scope of work

1. Printing of Telephone Bills and Itemized details using Advanced Laser Printing solutions and Post-Printing Operations like folding, stapling, collating, sorting, delivery and stuffing for a period of One year **Technical Specification details are in Section-IX**
2. The GMT BIJAPUR requirement for such service is cyclic in nature and may vary in each billing cycle. The Service Bureau Organization should be capable of handling the increased print load without affecting the print-window timings as specified in the tender document.
3. Details of number of impressions required in one year :
 - 1) Working Lines as on 30/06/2009 = 74000 (approximate)
 - 2) Approximate No. of Bills per year = 4,80,000 per year.
 - 3) Approximate No. of impression = 4.8 lacks

4. Printing of bills:

The time allowed for printing shall be known as print window and specified as follows :@24 hrs. per 50,000 print impression

SECTION-IX

Technical Specifications

- 1) The process of printing shall be of the kind that supports variable data and variable font-size, etc., and shall be of laser based. The printer resolution has to be with latest laser printers having resolution of 1200 dpi. The pre-printed image shall be printed in 1200 dpi whereas variable printing shall be done in 600 dpi. The pre-printed image shall be printed in minimum four colours and variable printing shall be done in single colour. The pre-printing image can be done through off-set printing also.
- 2) Printer speed shall be in the range of 50 to 150 delivered images per minute with duplex printing capability on cut-sheet of A4 size. The agency shall also have capability to deliver 100 images per minute when required.
- 3) The printing technology shall be of the capability for advanced print languages such as IPDS, POSTSCRIPT and PCL. Black and shades of black and any other colour and shades of that colour- choice of the colour will be decided later by GMT BIJAPUR.
- 4) The printing of logos, photographs (Black & White or any other colour and shades of that colour), barcodes signatures and Indian languages scripts etc., should be possible using the printing system only. Advertisement matter can be vary month to month.
- 5) The print -layout of the bills will be designed in consultation with the software group of GMT BIJAPUR and there shall be enough flexibility to change the print -layout and details at short notice of 5 days as per the needs of GMT BIJAPUR. Sample bill format is enclosed as Annexure A
- 6) There should be flexibility in the print-layout to include optional messages either selectively or for all bills of a cycle.

- 7) "One Print Impression" means printing on one side of paper. The Print-Window shall be **96 hours for printing 2.0 lakhs impression and 24 hours for 50 thousand print impression**. The print-window of 96 hours shall mean that at the end of 48 hours the entire job of printing the images and stuffing into envelope is completed in a phased manner over the entire print-window time and at the end of print window 96 hours for 2 lakhs and 24 hours for 50 thousand no job is left pending, i.e. the work shall be carried out continuously non-stop. The billing cycle dates will be as decided by the GMT BIJAPUR. The print-window time reckoning starts from the time the data/cartridge is made available to the Service Bureau Organizations by GMT BIJAPUR. The numbers of billing cycles are subject to increase/decrease as per the demands of the network management and Service Bureau Organizations shall comply with such needs.
- 8) The post-print mechanization process shall have facility to enclose newsletters and bulletins/enclosures to all or target group of customers (i.e., on selective basis). The speed of operation of post printing mechanization system shall be in synchronisation throughout of the printing system to ensure that final print-window timings are maintained at any cost.
- 9) Choice of minimum 12 colours and 16 shades of each of the 12 colours for pre-printed image.
- 10) Paper used for printing of bill shall be of 80 GSM with quality as approved by the GMT BIJAPUR. The size of the bill form on which the bill is to be printed shall be A-4 size.
- 11) On-line stapling.
- 12) The GMT BIJAPUR will handover variable data in separate data-files like 'Billing Data', 'Detailed Bill Data', 'Trunk Calls Data' etc. The SBO shall ensure that all related data are grouped together and printed as a single bill. The GMT BIJAPUR shall provide the data cartridge required for generation of print-images. Separate files for main bills and STD/ISD itemized bills will be provided which will have to be collated and telephone number-wise final print images inclusive of STD & ISD Details generated by SBO for printing. Bills should be printed in any order as desired by GMT BIJAPUR such as telephone number-wise, pin code-wise, single sheet, dual sheet, multiple sheet at no extra cost.
- 13) The contractor shall submit the sample of paper to be used for printing along with the bid document.
- 14) The contractor will be required to submit specimen of the printed bill for the approval of GMT BIJAPUR before actual printing of the bill.

Asst. General Manager (Admn)
BIJAPUR TD, BIJAPUR-586101.

SECTION X
DETAILS OF BIDDER

	Item to be inquired	Details	Remarks
1	The Tenderer		
-	Name of Company		
-	Mailing Address		
-	Telephone No		
-	Fax No		
-	Name of Managing Director		
		Yes/N o	Page no of bid
-	Income tax certificate		
-	Letter of authorization of signing the bid (yes/no), if yes page no, else reason		
2	BID Security particulars		
	Amount		
	DD No, Date		
	Draw on Bank		
-	Pre receipt for return of bid security (yes/no)		
3	Actual Sales in lakhs during	Total Amount	Page no of bid
	2005-06		
	2006-07		
	2007-08		
4	State whether the equipment offered confirm to the technical specifications in the tender. (yes/no). If no, mention the deviation		
5	Constitution of the company		Page no of bid
-	Company is registered under which act		
	Name of Partners (if any)		
	1.		
	2.		
	3.		
6	Name three organizations to whom you are giving Services.		
-	1. 2. 3		

SECTION XI
Declaration and list of enclosures

1. Name of the Tenderer:
2. Full address of the Tenderer:
3. Name of actual signatory to the Tender:
4. Total Nos of pages of Tender offer & its enclosures:

5. Quotation As per Section-VI

I have carefully read the tender conditions detailed in the Tender and all its Annexure and I have understood the tender conditions in full and abide by the same.

I shall abide by the decision of the General Manager Telecom BIJAPUR or the arbitrator appointed by him on any matter of dispute or clarification on any aspect in the implementation of the contract.

Signature:

Name & address of the company (With seal)

Station:

Date:

To,

GMT, BIJAPUR TD, BIJAPUR.

Enclosures

(List of Documents to be submitted along with Tender)

A. First Envelope

- EMD in form of DD issued in favour of Accounts Officer (Cash),
O/o GMT, DWD TD, BIJAPUR, for an amount as per NIT. Separate DD for the cost of tender form if down loaded from website.

B. Second Envelope

- Printing System Solution offered - Technical Details.
- Attested copy of latest Income Tax Clearance certificate.
- Attested copy of the Power of ATTORNEY, if any.
- Attested copy of the Partnership deeds/Memorandum of Understanding, if any.
- Credentials regarding experience in carrying out similar services to other PSU/ Corporate Sector/Government Departments/Telecom companies.
- List of important customers with documentary proof.
- Tender document duly signed on each page except financial bid.

C. Third Envelope

- Financial bid as per Section-XII.

BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

BID DOCUMENT

TENDER DOCUMENT

**FOR SUPPLY OF HEAVY DUTY PRINTING SOLUTIONS FOR
PRINTING OF TELEPHONE BILLS OF BSNL BIJAPUR WITH
ADVANCED LASER TECHNOLOGY/ELECTRO PHOTOGRAPHY
PRINCIPLE**

Tender No. **G-III/2/Printing of Tele Bill/09-10/ 1** dated at BIJAPUR the
03/08/2009

OFFICE OF THE GENERAL MANAGER TELECOM

BIJAPURTD, SANCHAR SURABHI, M.G. ROAD, BIJAPUR-586101

OFFICE OF THE GENERAL MANAGER TELECOM
BIJAPURTD, SANCHAR SURABHI, M.G. ROAD, BIJAPUR-586101

SECTION-XII

Financial Bid

(To be submitted in separate envelope)

S. No.	Item	Rate Rs.	
		In figure	In Word
1.	Cost of laser printing per A-4 page (both sides) on paper of 80 GSM with four colours printing with resolution of 1200 dpi for pre-printed image and 600 dpi with one colour for variable data printing on one side including cost of stapling and bundling		
2.	Cost of printing additional sheet per A4 page (one side) on paper of 80 GSM with one colour with resolution of 600 dpi.		

Evaluation Criteria:

Cost per bill will be calculated on the basis of

Cost mentioned for Sr.No.1 as the requirement for Sl.2 is variable.

The tender will be decided on the basis of lowest cost per bill as calculated above.

All Rates are required to be quoted. The GMT BIJAPUR is free to choose any of the above services at any time of the contract.

The rates Contract shall be valid throughout the entire period of contract.

The rates as shown should be of all duties, taxes, levies etc. applicable from time to time during the currency of contract.

Sign & Seal

Name & Address