

%General Manager Telecom, DHARWAD
3rd Floor, Sanchar Sadan,
Station Road, HUBLI -580 020.
Tel No 2354500, Fax 2325000



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

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Cost of Tender Document Rs.563/- (Non-refundable)

Tender Document
For supply of BSNL Mobile
Application Forms For the year
2009-2010

No:PTG/1-5/Tender/2009-2010/1 dated @ Hubli the 26.5.2009.

For further information and queries contact
General Section, 3rd Floor, Sanchar Sadan,
Station Road, Hubli- 580 020.
Telephone No: (0836-235 4500/225 8400)



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

OFFICE OF GENERAL MANAGER TELECOM, DHARWAD TELECOM DISTRICT,
3rd FLOOR, Sanchar Sadan, STATION ROAD, HUBLI-580 020.

No: PTG/1-5/2009-2010/1 dated @ Hubli the 26.5.2009

TENDER NOTICE

1. Sealed Tenders are invited on behalf of the Bharat Sanchar Nigam Limited by the General Manager Telecom, Dharwad Telecom District, Hubli-20 from the owners of well equipped printing presses with offset facility at Dharwad S S A jurisdiction of comprising of Dharwad, Gadag, and Haveri revenue districts to take up printing work of Mobile Application Forms, for the use of Telecom units in the District for a minimum period of one year.
2. The approximate requirements of forms are furnished in the annexure 'A' to this tender notification.
3. The eligibility criteria are as follows: The following documents are required to be enclosed to the tender.
 - a) The proof of execution of supply of printed forms worth of Rs.2 lakhs or more to any other Central / State Govt or PSU's during the past two years.
 - b) The samples of the papers used to print forms are to be enclosed to the tender form.
 - c) Attested SSI Certificate for seeking exemption from payment of EMD.
 - d) Original receipt for having been paid EMD or Demand Draft drawn in favour of A.O.Cash, BSNL, Hubli to be enclosed to the tender form.
4. The rate contract for those items for which a bidder is L-1 will be awarded to him, irrespective of the number of items.
5. Tenderers shall offer rates for executing the printing work on the printing paper procured by them from the open market at their own cost. The GSM/Specification of the printing paper required for printing has been specified against each item in the tender format. (Annexure 'B').
6. The tenderer while quoting for the printing on the printing paper procured by him from the open market should take all the factors such as Sales Tax, Surcharge, cess and other likely escalation in the cost, that may arise owing to the policy of the Government of India.
7. The contract will be a rate running contract and except herein after mentioned no guarantee is given that the quantities indicated or any other quantity of the forms will necessarily be ordered, but an idea of the number and nature of forms which may be ordered and their average annual requirements are given in the Annexure 'A'. These are estimates only. The forms now in use are liable to revision or cancellation. No guarantee can be given that the supplies of every item contained in the annexure will be required during the term of the contract, nor that orders will be given for the quantity shown therein. Specimens of the forms can be inspected at GENERAL SECTION, O/o GMT, 3rd FLOOR, SANCHAR SADAN, STATION ROAD, HUBLI-580 020, from 10.00 hours to 17.00 hours all working day between Monday to Saturday.

8. The tender quotations should be submitted only in the prescribed form Annexure-B enclosed along with the tender notification, addressing the tender cover to Shri. V.G.Narendra, Asst. General Manager (Genl) O/o G.M.Telecom, 3rd Floor, Sanchar Sadan, Station Road, Hubli-20 BY REGISTER POST OR /Courier service OR can be dropped in Tender Box kept in AGM (Genl) chamber and tender cover superscribed as "TENDER FOR PRINTING OF BSNL MOBILE APPLICATION FORMS," so as to reach by 15.00 hours of 16.6.2009, and all such tenders so received will be opened on the same day at 16.00 hours in the presence of the tenderers who may wish to be present.

9. A time limit for delivery and the installments for the delivery of forms required will ordinarily be fixed by the authority issuing the supply order in each case, having regard to the quantum, nature and magnitude of the work involved.

10. While quoting for any item of tender, the requirement and the specifications should be clearly understood and the tender rate given accordingly. The GSM and specification & size of the printing paper and paper boards/pulp boards etc., specified against each of the item of the tender should be clearly noted while preparing the rates. Any subsequent request to modify the tendered rates due to oversight / mis-understanding / typographical error etc., will not be entertained and may be construed as withdrawing from the tender.

11. Along with the tender quotation each tenderer has to credit a sum of Rs.12,500/- (Rupees Twelve thousand five hundred only) as EMD in the form of Demand Draft drawn in favor of the Sr. Accounts Officer (Cash) O/o General Manager Telecom, Pinto Road, Hubli-20, or cash receipt obtained from the said officer. The EMD amount will be refunded to the un-successful tenderers only after the finalisation of the tender.

12. The EMD of the successful tenderer shall be converted in to Security Deposit. **In addition to above said security deposit, the successful tenderer is required to furnish a performance security works out as cost of accepted L-1 rates for forms X 10 % of accepted L-1 value should be paid by cash/DD or bank guarantee from any Nationalised Bank** (The SD will be calculated based on number of items for which a tenderer is L-1 and the approved rates. This will be 10% of the total rate contract value for any approved tenderer) within 20 days of issue of approval letter. The performance guarantee (Cash/DD) will be reconvened only after the successful completion of the contractual obligation by the bidder to the satisfaction of the competent authority. The performance guarantee amount will not carry any interest, while in the custody of BSNL. In case the EMD and Performance security deposit received in the form of Bank Guarantee the EMD will be refunded on finalisation of the tender.

If the additional security deposit on above works out to the negative figure then no additional security deposit would be required.

13. No EMD is to be deposited by the Small Scale Industries which are registered with National Small Scale Industries Corporation. An attested copy of Certificate should be attached along with his tender quotation seeking exemption from paying "Earnest Money Deposit".failing which the tenderer will be rejected.

14. The successful tenderer/tenderers, will have to execute the agreement within stipulated date, failing which EMD, will be forfeited to BSNL without further notice.

15. The actual printing work should be commenced by the printer only after getting the proof approved by the authority placing the supply order. The sample specimen quality of printing paper proposed to be used for the work should also be furnished to this office for approval before commencing the printing.

16. The terms and conditions and the tender rates quoted will be valid for a period of ONE YEAR from the date of acceptance of tender. The validity may be extended for a further period of another Six Months by giving notice in writing of such intention one month prior to the date of expiry of the contract.
17. Time is the essence of contract and there shall be no delay in printing and delivering the forms on or before the due date specified in the print orders. If the forms are not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill (subject to a maximum of 10%) for every weeks default, no extension time will be permitted. However if the printing and delivery of forms are delayed due to change in the format, or delay in returning the proof duly approved by the department or if the raw materials are not available in the market due to Government policy or any such eventuality which are deemed to be beyond the control of the tenderer such delay may be waived and the extension of time will be granted by the competent authority depending upon the merits of the case. The decision of The GMT TD Hubli shall be binding on the tenderer in this regard .
18. The G.M.Hubli TD reserves the right to reject any unsatisfactory work and the printer will be required to carryout the said work a fresh at his own cost.
19. Any breach of the contract by the printer or failure to supply a given quantity of the printing items, or fail to show progress of the work the department will have to rescind the contract by giving the notice. If the printing is of a low or poor or inferior quality or on a inferior printing paper which is not in accordance to the specification as accepted in the tender the Department will have a right to rescind the contract in all the above mentioned circumstance the G.M or authorities concerned reserves the right to forfeit to the government the security deposit or Bank Guarantee or both.
20. The General Manager Telecom, Dharwad Telecom District Hubli or any other authorized authority in the department reserves the right to reduce the quantum or quantity of items at any time even when the work is in progress. The competent authority also reserves the right to place any number of print orders for the required quantity or items of forms etc., put to tender during the currency of the tender contract.
21. The successful tenderer is precluded from assigning the work to any other agency on the plea that his capacity to carryout the work allotted to him is limited and/or it is not economically viable for him to carryout the work at the rate accepted as per tender quotation. The competent authority reserves the right to forfeit to the Government, the security deposit or the Bank Guarantee, in case the above conditions are violated and take any other action deemed fit under the circumstances.
22. Whenever sales tax is claimed by the tenderer, a certificate is required to be furnished by the supplier "Certified that the goods for which S.T. is charged has not been exempted under Central/State sales tax act Rules made there under and the charge on account of sales tax on the supplies is correct under the provisions of ST Act or rules made there under".
23. The form of quotation to be prepared and furnished is appended herewith. (Annexure-B). All factors such as cost of paper including KST/ED/SC etc., transportation charges, delivery charges, labour charges for printing and other cost connected with the printing materials of work should be taken into account while computing the bid, and Net charges (all inclusive F.O.R Destination) in respect of each item of work in the Annexure B shall be quoted against respective item of work.

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24. ARBITRATION:

The dispute if any arising out of this contract will be referred to the Sole Arbitrator appointed by the C.G.M.T.Karnataka Circle, Bangalore or any person nominated by him. The decision of the sole Arbitrator appointed by the C.G.M.T.BG, will be final. The dispute if any has to be placed before the CGMT Bangalore.

(a) There will be no objection to any such appointment that the Arbitrator is a Government Servant. If however, the arbitrator is a Government Servant he will not be one who had an opportunity to deal with the matter to which the tender agreement relates or that in the course of his duties as Government Servant he has expressed views, on all or any of the matters in dispute or in differences., The award of the arbitrator shall be final and binding on the parties.

It is a term of agreement that in the event of such arbitrator to whom the matter is originally referred to being transferred or vacating his office, residing or refusing to work or neglecting his work or being unable to act for any reason whatsoever, "the said officer" shall appoint another person to act as arbitrator in place of outgoing arbitrator in accordance with the terms of this tender agreement and the person so appointed shall be entitled to proceed with the reference from the stage at which it was left out by his predecessor.

(b) The arbitrator may from time to time with the consent of all the parties enlarge the time for making the award.

[c] Subject to the aforesaid provisions, the Arbitration Act 1996 and the rules made there under and any modification thereof made from time to time in force shall be deemed to apply the arbitrator proceedings under this clause.

(d) Upon every and any reference as afore said the assessment of costs and of incidental expenses in the proceedings for the award shall be in the discretion of the arbitrator. The venue of the arbitration shall be the place from which the acceptance note is issued or such other place as the Arbitrator at his discretion may determine.

25. The tenderer signing the tender should indicate as follows:

(1) Whether signing as the whole proprietor of the firm.

(2) Whether signing as the partner of the firm.

(3) Whether signing as the Secretary, Manager, Managing Director,

Managing Partner, Director etc.,

26. Any disputes arising out of this contract will be subject to Hubli Dharwad Municipal Corporation area.

27. Conditional tender will not be considered. There should not be any corrections / overwriting while quoting the rates.

28. The successful tenderer will have to execute an agreement of contract on non-judicial stamp paper of Rs.100/- (Rupees Hundred only) before commencing supply within stipulated date.

29. If the successful tenderer fails to execute the agreement within stipulated date the EMD amount of Rs. 12500/- will be forfeited without further notice.

30. Tender not conforming to the above conditions will be rejected.

31. The General Manager Telecom, Dharwad Telecom District, Hubli reserves the right to reject any or all tenders without assigning any reasons and the decision of the General Manager Telecom, shall be final and is binding on all concerned and the G.M.T. Hubli also reserves the right to order quantity in full or partial as per the requirement.
32. The General Manager Telecom, Hubli is not bound to accept the lowest tender.
33. The General Manager Telecom, Dharwad Telecom District, Hubli shall also reserve the right to approve more than one tenderer in respect of some or different items listed in the tender.
34. The tenderer should fill up the rates in the enclosed Annexure in figures as well as in words and should be signed by the tenderer.
35. All legal matters arising out of these tender are subject to judicial jurisdiction of Hulbi-Dharwad courts.

Assistant General Manager (Genl)
O/o GMT, DWD TD, Hubli-580 020.

(Signature of the Tenderer)

ANNEXURE - 'A

THE DETAILS OF THE FORMS TO BE PRINTED ARE SHOWN BELOW:

01. Description of form :- BSNL MOBILE APPLICATION FORMS.

- a) Size of the form :- Demy $\frac{1}{2}$ size.
- b) Quantity required :- 2,00,000 Nos.
- c) Other details :- The printing has to be made on 4 pages, in tri colour as per the given format. The form should be printed using 24 kg Maplitho printing paper.

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TENDER SCHEDULE FOR PRINTING OF BSNL MOBILE APPLICATION FORMS
FOR THE YEAR- 2009-2010
(Specification of the forms are available in Annexure-A)

Sl.No.	Name of the forms	Tendered quantity	Rate quoted for each	Rate quoted in figures	Rate quoted in words
01	BSNL Mobile Application Forms	2,00,000 forms	For each form in 4 colours		

Annexure-II
Instructions to Bidders
CHECKLIST FOR TENDERERS:

Have you ensured (Before sealing the envelope by sealing wax/pvc tape) the following:

- I. Study of complete document?
- II. Signature with seal on all pages of document?
- III. The Tender Schedule is correctly filled in words and figures with signature?
- IV. The proof of execution of supply of printed forms worth of Rs.2 lakhs or more to any other Central/State/PSU during the past two years i.e., **experience certificate** is enclosed to the tender document?
- V. The samples of the papers used to print forms are enclosed to the tender document?
- VI. Attested copy of SSI Certificate (the validity should be current) for seeking exemption from payment of EMD is enclosed to the tender document?
- VII. **Original receipt** for having been paid EMD or **Demand Draft** drawn in favour of A.O.Cash, BSNL, Hubli is enclosed to the tender document?

The tender document properly sealed are to be addressed and send through Registered Post or Courier Service to:

Shri V.G.Narendra,
A.G.M.(Genl) % GMT, 3rd Floor, Sanchar Sadan,
Station Road, Hubli - 580 020.

So as to reach before 1500 hours 16.6.2009.

ANNEXURE-III

TO WHOM SOEVER MAY CONCERN

It is to certify that M/s_____ has supplied the printed forms to this office/organization during the period as shown below:

Sl.No.	Financial Year	Amount of supply made	Remarks
1	2006-2007		
2	2007-2008		

(Signature with seal)



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

OFFICE OF GENERAL MANAGER TELECOM, DHARWAD TELECOM DISTRICT, 3rd, FLOOR,

SANCHAR SADAN, STATION ROAD, HUBLI-580 020

TENDER NOTICE

Sl.No:	Particulars	Details
1	Tender Notice No:	PTG/1-5/2009-2010/1 Dated 26.5.2009.
2	Name of the work	Tender for printing and supply of BSNL Mobile Application Forms.
3	Earnest Money Deposit	Rs.12,500/-
4	Sale of Blank Tender Forms	Up to 1730 hours of 15.6.2009.
5	Receipt of completed Tenders	Up to 1500 hours of 16.6.2009.
6	Opening of Tenders	At 1600 hours of 16.6.2009.

The blank Tender Forms can be obtained from Sub Divisional Engineer (Genl), O/o GMT, BSNL, 3rd Floor, Sanchar Sadan, Station Road, Hubli - 580 020 (Telephone No: 0836-235 4600 on payment of Rs.563/- in the form of Demand Draft drawn in favour of BSNL, Hubli or cash receipt obtained from Sr.A.O.(Cash) O/o GMT, Pinto Road, Hubli.

The blank tender form can be down loaded from our website and the cost of tender form is to be paid in the form of DD or Cash Receipt to be enclosed to tender schedule.

Assistant General Manager (Genl),
O/o GMT, DWD TD, Hubli-20.

NO RELATIVES WORKING IN BSNL CERTIFICATE

I hereby declare that I am not having any close relative working in BSNL.

Place:

Signature of the Tenderer

Date:

EMD / SECURITY DEPOSIT NOT FORFEITED CERTIFICATE

I hereby declare that I am not BLACK Listed in any BSNL Tenders in Karnataka or any other state and my EMD / Security not forfeited in BSNL or any Government Department Tender.

Place:

Signature of the Tenderer

Date:

INFORMATION TO BE GIVEN BY THE TENDERER

GENERAL:

1. Name of the tenderer_____
2. Address_____
3. Telephone Nos.(Office)_____Residence_____Mobile No:_____
4. Legal status of the tenderer.
i) Proprietary ii) Regd.Partnership firm iii) Pvt.Co.
5. Name of the proprietor/partnership/directors_____
6. Name of the partner/director authorized_____ to sign the documents/letters (with a duly authorized power of attorney).
7. Tendere's Bank & account No:_____
8. If any relative is working in this_____Telecom District Give name & designation_____
9. If the tenderer an authorized dealer of brand be indents to supply/distributors. Enclose Xerox of the dealership certificate.
10. EMD Particulars SL.No. Amount Details

Certified the information given above is true and the copies submitted are photocopies of the authentic originals and if any information documents is found to be false or misleading, the contract may be cancelled and I/We may be blacklisted.

List of Enclosures:

Signature_____

Name_____

- 1.
- 2.

Mobile No:

Telephone No:

