

**NAVODAYA VIDYALAYA SAMITI
REGIONAL OFFICE
BAY NO 26-27, SECTOR 31-A, CHANDIGARH**

TENDER NOTICE

Sealed tenders in the prescribed form are invited from reputed and registered printers for printing and supplying of question papers for the academic session 2017-18. Tender form with specification can be obtained from the Office of the Navodaya Vidyalaya Samiti, Regional Office, Bay No.26-27, Sector-31A, Chandigarh between 10:00 am to 4.00 pm on any working day against non refundable amount of Rs. 200/- in cash. This form can also be down loaded from our official web site www.nvsrochd.gov.in & www.eprocure.gov.in against payment of separate demand draft of Rs. 200/-. Details of Earnest Money/Security Deposit and tentative quantity of question papers are mentioned below:-

Tentative Quantity of Question papers	Earnest Money/ Security Deposit	Period of Selling of tender Forms	Last date for receipt of tender	Opening of tender
133000	15000	16.05.2017 31.05.2017	31.05.2017 up to 1.00 pm	31.05.2017 at 3.00 pm

DEPUTY COMMISSIONER(I/c)

नवोदय विद्यालय समिति
क्षेत्रिय कार्यालय
बे संख्या 26-27, सेक्टर 31-ए, चण्डीगढ़

निविदा सूचना

इस कार्यालय द्वारा सत्र 2017-18 में प्रश्न पत्रों के मुद्रण के लिये बिक्री कर विभाग में पंजीकृत रजिस्टर्ड फर्म से संबंधित वयापार का अनुभव रखते हो से मोहर बंद निविदाएं आमन्त्रित की जाती है जिसका विवरण निम्नांकित है:-

मद का नाम	फार्म का मूल्य	निविदा प्रपत्र की बिक्री की अवधि	निविदा प्रपत्र की प्राप्त करने की अंतिम तिथि	निविदा खोलने का दिनांक और समय	धरोहर राशि	वेबसाईट
1	2	3	4	5	6	7
शैक्षणिक सत्र 2017-18 के लिए अनुमानित 133000 प्रश्न पत्रों का मुद्रण और आपूर्ति	200/-	16.05.2017 31.05.2017	31.05.2017 up to 1.00 pm	31.05.2017 at 3.00 pm	15000/-	www.nvsrochd.gov.in www.eprocure.gov.in

निविदा प्रपत्र जिसमें नियम और शर्त दर्शाए गये है कार्यालय की और भारत सरकार की ई-प्रकाशन तंत्र की उपरोक्त वेबसाइट से डाउनलोड किये जा सकते है। डाउनलोड किये गये निविदा प्रपत्र के साथ धरोहर राशि के अतिरिक्त निविदा फार्म का मूल्य जो कॉलम संख्या 2 में अंकित है डिमांड ड्राफ्ट के रूप में संलग्न होने पर ही स्वीकार्य होंगे। डिमांड ड्राफ्ट उपायुक्त, नवोदय विद्यालय समिति, क्षेत्रिय कार्यालय, चण्डीगढ़ के पक्ष में लिखा होना चाहिए तथा चण्डीगढ़ स्थित बैंक पर देय होना चाहिए।

उपायुक्त(प्रभारी)

OFFICE OF THE DEPUTY COMMISSIONER, NAVODAYA VIDYALAYA
SAMITI, REGIONAL OFFICE, BAY NO 26-27, SECTOR 31-A,
CHANDIGARH (UT)

TENDER FORM FOR PRINTING AND SUPPLYING OF QUESTION PAPERS-2017-18

- (a) Sale of Tender form: 16.05.2017 to 31.05.2017 (10 am to 4 pm)
 (b) Last date for receipt of tender 31.05.2017 (upto 1:00 pm)
 (c) Date of opening of tender: 31.05.2017 (**3:00 pm**)

1. Name & address of the firm _____

2. Name of the Proprietor/Partner _____

3. Is your firm registered? Quote Regd. & Sale Tax No./TIN Number (attach copy of proof) _____

4. TAN/PAN No. (attach copy of proof) _____
5. Is your firm Income Tax payee? If yes, mention details of previous year and attach Income Tax clearance Certificate. _____

6. Annual turnover of the firm _____
7. Do you have your own printing press? (Attach copy of proof). _____
8. Have you supplied items to any other organization, if yes; furnish details thereof (with proof). _____

9. Has your firm ever been black listed by any Govt. or autonomous agency? If yes, give details. _____
10. Firms Bank Name & Account No. and IFSC code no. _____

11. Details of earnest money/security deposit _____
 (Demand draft No. & Date drawn in favour of Dy. Commissioner, NVS, (RO), Chandigarh payable at Chandigarh.(UT).

I, _____ solemnly declare that the statements made above are correct to the best of my knowledge and belief and shall abide by the terms & conditions as mentioned in Annexure 'A' to this form.

 Name & (Signature of the Proprietor)

 Name & (Signature of the witness-I)

Dated _____

 Name & (Signature of the witness-II)

Imp: This Annexure is to be attached with tender form in original while submitting the tender form.

ANNEXURE-A

I. Specification:

PAPER SIZE	21.5 x 27 cm
COLOUR OF TEXT	BLACK
QUALITY OF PAPER	57 GSM

II.

Type & Quality of Question Papers:

The question papers will be printed for two to four times in a session. No. of pages and No. of question papers may increase/decrease on the basis of pattern of question papers/strength of class.

Rates to be quoted as below in the relevant column.

S. NO.	NAME OF EXAM	CLASSES	MONTH FOR PRINTING OF QUESTION PAPERS & NO. OF JNVS	TENTATIVE TOTAL NO. OF QUESTION PAPERS	TENTATIVE NO. OF PAGES (Minimum to maximum)	Rate (Inclusive of all taxes and freight charges) in ₹.
1	Half yearly Exam	VI, VII, VIII, XI & XII	August (52 JNVs Approx)	Approx. 50000	3-14	1. Single side = 1 page – (₹. _____) 2. Both side = 1 leaf – (₹. _____)
2.	Pre Board I	XII	November (52 JNVs Approx)	Approx 11000	3-14	
3.	Pre Board II	X & XII	December (52 JNVs Approx)	Approx 22000	3-14	
4.	Yearly Examination	VI, VII, VIII, IX & XI	February (52 JNVs Approx)	Approx. 50000	3-14	

NOTE: - Rates should be given for above items as per specifications, inclusive of all taxes and FOR Navodaya Vidyalaya Samiti, RO, Sector-31A, Chandigarh. Sample of papers should be enclosed with tender.

III. Terms and Conditions

- There should not be any over writing or corrections in the tenders. If a figure is to be amended, it should be neatly scored off. The revised figure be written above and same be attested with full signatures and date. In the absence of the attested signatures, the tender is liable to be rejected.
- This office is not bound to accept the lowest tender and reserves the right to accept the tender in whole or in part.
- If any Government agency wants to apply for the tender, certificate of official institution must be enclosed with the tender form.
- On acceptance of the tender, it will become a contract and the contractor shall be bound by the terms and conditions of the tender.
- Any tender not accompanied with Demand Draft/Pay order issued by bank in favour of **Deputy Commissioner, NVS payable at Chandigarh for Rs. 15000/- (Rupees Fifteen thousand only) as Earnest Money/Security Deposit** shall be straightway rejected.
- TDS **as per current rate** of the Income Tax Deptt. shall be deductible from the payment.
- In case the tenderer fails to supply the question papers as per specifications of the Samiti, the **Earnest Money /Security Deposit of Rs. 15000/-** shall be forfeited. The **Earnest money/ Security Deposit** shall be refunded only after satisfactory completion of the work.

8. Sealed tenders will be received by this office on or **before 31.05.2017 upto 1.00 p.m.**
9. Tenders received after due date/time on account of any reason whatsoever will not be entertained.
10. Conditional and telegraphic tenders will not be accepted.
11. The tenders will be opened at **3.00 p.m. on 31.05.2017** by the duly constituted Committee in the presence of the representatives/tenderers who choose to remain present.
12. If the contractor fails to supply the Question Paper within stipulated time, this office shall be at the liberty to get it printed from other agency and the difference of the amount on such printing will be deducted from the Earnest Money/Security Deposit and if such amount is in excess of the Earnest Money/Security Deposit the contractor shall bear the balance amount.
13. The contracted firm will be responsible for the material sealed packed properly so that the safety and confidentiality will maintained during transit till the opening of question papers.
14. **If any JNV will inform the less no. of question papers found in the envelop which is mentioned on the envelop, payment may be deducted as per decision of Competent Authority/Committee members.**
15. The Question Paper Printed by the successful tenderer will be inspected by a committee. In case the supply does not confirm to the specifications the same is liable to be rejected and the supplier will take the material back at his own cost and risk.
16. **THE EARNEST MONEY /SECURITY DEPOSIT SHOULD BE IN THE SHAPE OF PAY ORDER/DEMAND DRAFT ONLY IN FAVOUR OF DEPUTY COMMISSIONER, NVS, RO, CHANDIGARH. THE EARNEST MONEY/ SECURITY DEPOSIT IN CASH OR IN ANY OTHER FORM WILL NOT BE ACCEPTED AT ANY COST.**
17. **Rates quoted by the contractor/firm shall be valid upto 31.3.2018.**
18. Court jurisdiction is subjected to Chandigarh (UT)
19. The quantity of Question Papers may increase or decrease at the discretion of the Deputy Commissioner without assigning any reason.
20. Successful tenderers will supply material within **Two weeks** from the date of supply order failing which 0.5% of the total cost will be imposed as penalty per day.
21. Tenders, who do not comply with the conditions, are liable to be rejected.
22. The Deputy Commissioner reserves the right to cancel or reject any tender without assigning any reason.
23. **Sample of quality of paper should be attached with the Tender form.**
24. **Rates should be given for (one page=single side) and also quote the rate of (both sides=one leaf).**
25. Question papers are required to be packed in sealed (मोहर बंद) envelopes, Class wise, Subject wise and further packed JNV wise in one Plastic Bag. Total 52 JNVs are functioning Under Chandigarh Region.
26. Exact number of question papers and number of pages will be provided at the time of supply order.

Signature of the Proprietor with seal.