



**DISTRICT PROJECT OFFICE,
SAMAGRA SHIKSHYA: KENDRAPARA**

Ph. No. 06727-220562/220547

e-mail-ssa_knd@rediffmail.com



Letter no- 1707

Date- 20/7/21

SHORT QUOTATION CALL NOTICE

QUOTATION FOR PRINTING OF IEC MATERIALS (POSTERS)

Sealed quotations are invited in prescribed format from registered, experienced Offset Printers/Firms having valid GST registration, PAN/TAN number for printing and supply of approximately 51590 posters of IEC materials for mainstreaming Corona Responsive Behavior. The Quotation paper (Bid document) containing details specification with terms and conditions may be downloaded from OSEPA website from the website of OPEPA i.e. www.osepa.odisha.gov.in and district website i.e. www.kendrapara.nic.in. The sealed quotation shall be sent to undersigned through registered post/speed post only and any other mode of submission of quotation shall not be entertained. The quotation received after 4. P.M of 02/08/21 shall not be entertained. The sealed Quotation will be opened on dt. 03/08/21 at 4. AM/P.M at District Project office, SS, Kend. in the presence of quotationers or their authorized representatives & members of Tender committee. The authority reserves the right to amend, alter or cancel any part or all the quotations without assigning any reason thereof. The black listed/defaulters firms/printers shall not be allowed to participate.

By order of the Collector cum Chairman, SS, Kendrapara


District Project Coordinator 20/7/21

SS, Kendrapara
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**DISTRICT PROJECT OFFICE, SAMAGRA-SIKSHA: KENDRAPARA
(ODISHA)**

Phone & Fax: 06727-220562 / 220547

E-mail: ssa_knd@rediffmail.com

**TERMS AND CONDITIONS FOR PRINTING AND SUPPLY OF IEC MATERIALS ON CORONA
RESPONSIVE BEHAVIOUR (POSTERS)**

Quotations should be submitted in sealed cover addressing to District Project Coordinator, Samagra Shiksha, Kendrapara by **Speed Post/ Registered Post** only duly super scribed as "Quotation for printing and supply of IEC materials on Corona Responsive Behaviour.(CRB) posters. Submission of quotation by other means cannot be accepted.

1. The date and time schedule relating to "Quotation for printing and supply of IEC materials on Corona Responsive Behaviour (CRB) posters" are cited as under.

Sl. No	Activity	Date and Time
1	Last Date for Submission of Quotation Papers	02.08.2021 (4:00 P.M)
2	Opening of Tender Paper and Bids	03.08.2021 (4.00PM)

2. Quotations must be accompanied with the following documents failing which the bids shall be out rightly rejected.

- Tender paper cost of **Rs.500/- (Rupees Five Hundred)** only in shape of DD drawn on any nationalized bank in favour of the **DPC, SSA, Kendrapara payable at Kendrapara** which is Non-Refundable.
- Valid GST Registration certificate.
- Copy of Valid PAN/TAN certificate.
- Copy of IT return filed for the last financial year i.e; for the year 2019-20
- Valid Registration Certificate under DIC/NSIC/MSME.
- **EMD of Rs.10,000/- (Rupees Ten Thousand) only which is refundable and without interest** in shape of DD drawn on any nationalized bank in favour of **District Project Coordinator, SSA, Kendrapara payable at Kendrapara.**
- Affidavit at notary that, the firm is not blacklisted or defaulted for similar type of printing order.
- Experience certificate if any as regards to similar type of printing work.

3. The specifications of the posters to be printed is as follows:

- **No of posters – 11 (08 nos. of posters & 03 nos of wall paintings)**
- **Size- 11" X 17"**
- **Paper Quality – 80 GSM, Map litho**
- **Printing – Multi Colour printing.**

The interested firms/bidders has to produce sample papers as per above specifications.

4. The successful bidder will have to deposit **Rs.20,000/- (Rupees Twenty Thousand)** only towards security money at the time of execution of agreement in shape of DD drawn on any nationalized bank in favour of the **District Project Coordinator, SSA, Kendrapara payable at Kendrapara.**
5. Exemption Certificate in respect of E.M.D and security deposit will not be accepted.
6. All entries in the Quotation form should be legible/visible and filled clearly. No overwriting or cutting is permitted in the financial bid form.
7. Conditional Quotation shall not be considered.
8. Only one type of sample paper with single quotation will be entertained. If anybody or firm intends to quote different rates with more than one sample paper, then it is his/her / its responsibility to furnish separate quotation papers for which separate EMD money along with other requisites are to be submitted . If anybody or firm deviates from this terms & conditions his/ her / its quotation papers will be rejected without assigning any reason thereof.
9. Order for supply will be placed in bulk (Block wise) as per requirement, which is approximately as follows.

Printing and supply of IEC materials on Corona Responsive Behaviour (CRB) Posters

Sl. No.	Block	No. of schools	No. of posters @ 11 nos of posters per school/ Organisation X 2 sets	Total Requirement----- -
1	Aul	239	22	5258
2	Derabish	254	22	5588
3	Garadpur	188	22	4136
4	Kendrapara	327	22	7194
5	Marshaghai	196	22	4312
6	Mahakapalada	340	22	7480
7	Pattamundai	301	22	6622
8	RajKanika	232	22	5104
9	Rajnagar	265	22	5830
10	DIET, Balia	1	22	22
11	DPO & DEO	2	22	44
TOTAL				51590

The quantity may increase or decrease as per actual Number of Schools.

10. The successful bidder has to submit bill in duplicate after successful completion of the work order along with acknowledgement of receipt from block point.
11. That 75% of Total Bill amount will be paid to the party on submission of bill in duplicate after obtaining clearance from the block point and on the basis of testing the quality of papers by TBP&M, Bhubaneswar the rest 25% of Bill amount will be paid otherwise Bill amount will be deducted Proportionately basing on the report of quality of paper from The Director, TBP&M Bhubaneswar.
12. The successful bidder has to deliver the posters at Block point within 15days of receipt of Work order.
13. If the successful bidder fails to execute the order of supply properly in the schedule date and time, the EMD and security money will be forfeited and if necessary possible steps for penalty under rules will be initiated along with legal action
14. The bidder should quote the rate of posters per copy inclusive of all costs i.e; paper cost, printing cost, plate making, packaging, transportation cost and taxes if any.
15. Posters must be packed school wise and block-wise for delivery at 09 Block points and DPO point as per indent mentioned above failing which the security deposit will be forfeited.
16. The bidders have to submit their technical bid and financial bid as per the format enclosed at annexure-'A' and 'B' respectively in separate envelope and both the bid should be submitted in a sealed covers **through Regd. Post/ Speed Post only** on or before **02.08.2021 at 4:00 PM**. The tender documents shall be opened on **03.08.2021 at 11:00 A.M**. The envelope containing the quotation should be superscripted as "**Printing and supply of IEC materials on Corona Responsive Behavior (CRB) Posters**". If the bidder or firm deviates from this terms & conditions his/ her quotation papers will be rejected without assigning any reason thereof. The Quotation is to be submitted to the following postal address.

**District Project Coordinator, RTE-Samagra Sikhya , Kendrapara
College Colony UPS Campus, Kendrapara Autonomous College
Dist-Kendrapara, Pin-754211**

17. The authority will not be held responsible for any types of postal delay.

The Collector-Cum-Chairman, Samagra Shiksha, Kendrapara reserves the right to accept or reject any or all Quotations without assigning any reason thereof.

By the order of the Collector-cum-Chairman, Samagra Shiksha, Kerndrapara


District Project Coordinator
Samagra Shiksha, Kendrapara

Annexure-A

Application for Technical Bid

(To be submitted in separately sealed envelope)

Name of the firm and Address:

Documents Enclosed:

1. Valid GST Registration certificate: (Yes/No)
2. Valid PAN/TAN certificate (Yes/No)
3. Copy of IT return filed for the last financial year i.e; for the year 2019-20 (Yes/No)
4. Valid Registration Certificate under DIC/NSIC/MSME (Yes/No)
5. Affidavit at notary that, the firm is not blacklisted or defaulted for similar type of printing order (Yes/No)
6. Experience certificate if any as regards to similar type of printing work (Yes/No)
7. Sample Paper duly signed and stamped with seal of the bidder (Yes/No)
8. EMD Details : Amount :
D.D No / Date: Bank /Branch:
9. Tender Paper cost details: Amount:
D.D No / Date: Bank /Branch:

Date:

Seal & Signature of the Bidder

Annexure-B

Application for Financial Bid

(To be submitted in separately sealed envelope)

Name of the firm and Address:

Sl. No	Type of Printing Material	Specification	Cost of printing per poster including all transporting cost and other charges & taxes (In Rs.)	Total rate quoted for printing of----- nos. of posters
01.	Printing and supply of IEC materials on Corona Responsive Behaviour (CRB) Posters	a) No of posters – 11 (08 nos. of posters & 03 nos of wall paintings) b) Size- 11" X 17" c) Paper Quality – 80 GSM, Map litho d) Printing – Multi Colour printing.		

N.B: Rate should be quoted inclusive of all costs, taxes and duties if any.

Date:

Seal and Signature of the Bidder