



BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

Office of the General Manager

Telecom District, Dhenkanal-759 001

TENDER DOCUMENT FOR PRINTING OF DEPARTMENTAL FORMS/BOOKS FOR THE YEAR 2013-14 (Technical Bid)

TENDER NO. G- 41/ 2013-14/47

DATE . 20.05.2013

Rs.563.00

Page -1

Signature of the Bidder

CONTENTS

<u>TECHNICAL BID</u>		
SI No	Particulars	Page No
1	➤ SCOPE OF WORK	3
2	<ul style="list-style-type: none"> ➤ QUANTUM OF WORK ➤ QUALITY OF WORK ➤ SPECIFICATION OF WORK ➤ TIME OF EXECUTION ➤ SUPERVISION OF WORK ➤ OTHER CONDITIONS ➤ PREPARATION OF TENDER BIDS ➤ DROPPING OF TENDER 	4
3	<ul style="list-style-type: none"> ➤ OPENING OF TENDER ➤ EVALUATION OF TENDER 	5-6
4	<ul style="list-style-type: none"> ➤ PAYMENT & OTHER TERMS ➤ DOCUMENTS TO BE SUBMITTED WITH THE TENDER ➤ FACTORS FOR QUOTING THE RATE 	6
5	<ul style="list-style-type: none"> ➤ TERMINATION OF INSOLVENCY ➤ FORCE MAJURE ➤ ARBITRATION 	7
6	<ul style="list-style-type: none"> ➤ INTEGRITY PACT ➤ VERIFICATION OF DOCUMENTS AND CERTIFICATES 	8
	➤ INTEGRITY PACT FORM	9-12
7	➤ CERTIFICATE ON NON-PARTICIPATION OF NEAR RELATIVES.	13
	➤ UNDERTAKING	14
	➤ AGREEMENT FORM	15
<u>FINANCIAL BID</u>		
8	➤ FINANCIAL BID	16-18

TENDER NO. G- 41/ 2013-14/47

DATE . 20.05.2013

TENDER NOTICE

Sealed Tenders in the prescribed form are invited by the GMTD, Dhenkanal, on behalf of BSNL, from the bonafide and experienced contractors having experience in Central/State Govt./PSU for printing of departmental forms/books for the year 2013-14.

01.	Name of work	:	Printing of Departmental Books / forms in Dhenkanal Telecom District for the year 2013-14
02.	Tentative cost of tender	:	Rs 7,35,000/- (Seven lakh thirty five thousand) only.
03.	Cost of Bid document (Non refundable)	:	Rs 563/- (Rupees five hundred sixty three) only
04.	E.M.D.	:	Rs 18,375/- (Rupees eighteen thousand three hundred seventy five)only. (Refundable after submission of SD)
05.	Security Deposit	:	5 % of the Contract Value
06.	Mode of deposit for both Tender Paper and EMD.	:	D.D drawn in favour of Accounts Officer (Cash), BSNL, O/o. G.M.T.D., Dhenkanal payable at Dhenkanal.
07.	Tender papers can be had from	:	SDE (General & IT), 2 nd Floor , Room No -209 O/o. G.M.T.D., Dhenkanal
08.	Period of issue of Bid documents	:	All working days between 11.00 hours to 16.00 From 23.05.2013 to 12.06.2013
09.	Time and Last date of submission of bid document	:	Up to 13.00 hours of 13.06.2013
10.	Time and date of opening of bid document	:	At 16.00 Hrs of Dt.13.06.2013 If the date is declared as holiday the opening date will automatically extended to next working day.
11.	Rejection of Tender	:	Unsealed, late receipt, incomplete tender, ambiguous and conditional tender will be rejected
12.	Down loaded Tender form	:	Down loaded from website must contain addition D.D of Rs 563/- as cost of tender form.

The G.M.T.D., Dhenkanal reserves the right to accept or reject any or all the tenders without assigning any reason what so ever and is not bound to accept the lowest tender. For more details please visit us our website: - www.orissa.bsnl.co.in

The GMTD, Dhenkanal reserves the right to cancel or extend the last date of tender depending on the situation that warrants.

A.G.M.(HR & Admn)
O/O GMTD, Dhenkanal.

1) SCOPE OF WORK :

The work covers printing of Forms/books required by the office of GMTD, Dhenkanal as and when necessary as per the specification supplied to the contractor.

2) **QUANTUM OF WORK :**

The different forms/books are to be printed as per the requirement for the year, 2013-14 (Approx **cost of work is Rs. 7,35,000/-**) The quantum of work may vary depending on the actual requirement.

3. **QUALITY OF WORK :**

AS THE QUALITY OF THE PRINTING MATERIALS, SUCH AS FORMS, BOOKS WHICH ARE VERY OFTEN USED BY THE PUBLIC, REFLECTS THE IMAGE OF THE COMPANY, BSNL PUTS MORE EMPHASIS ON QUALITY AND ONLY ON QUALITY IN THE PRESENT SCENARIO WHERE A NUMBER OF PRIVATE OPERATORS ARE IN THE FIELD. HENCE, THE QUALITY MUST BE MAINTAINED AS PER THE TERMS & CONDITIONS OF TENDER OTHERWISE NECESSARY PENALTY, AS DEEMED FIT, WILL BE IMPOSED AND CONTRACT WILL BE TERMINATED.

4. **SPECIFICATION OF WORK :**

All the forms/books are to be printed as per the specification that will be supplied to the printer at the time of printing. The quality & paper has also been selected for different types of forms.

5. **TIME OF EXECUTION :**

The time of execution will be as per the supply order, to be issued to the contractor by the General Manager Telecom District, Dhenkanal.

6. **SUPERVISION OF WORK :**

From the BSNL side, the Telecom District Authority or any of his representative/representatives shall supervise the workmanship & other work related to the printing and certify its quality.

7. **OTHER CONDITIONS :**

- (a) Cost of tender paper is Rs. 563/- which may be paid in the shape of DD as has been described earlier.
- (b) The SSI units registered with NSIC are exempted from paying EMD, but copies of valid registration are to be enclosed with the tender. Original will be verified at the time of finalization of the tender.

8. **SUBMISSION OF TENDER BIDS :**

The tender is of two bid system. One first envelope superscribed as FINANACIAL BID will contain the Rate Sheet only in which rates will be quoted by the bidder. The Second Envelope superscribed as TECHNICAL BID will contain all other documents as mentioned in **SI No : 13** including the EMD. Both the envelopes will be kept in a outer envelope superscribed as TENDER FOR PRINTING OF FORMS/BOOKS OF GMTD, DHENKANAL FOR THE YEAR 2013-14 and addressed to AGM (HR & Admn) O/O GMTD, Dhenkanal. All the three envelopes must be sealed properly. The Tendering Authority will not be responsible for any loss / replacement of papers in the tender bids, if not sealed properly.

9. **DROPPING OF TENDER :**

The tender complete in all respect is to be dropped in the Tender Box available in the official chamber of **AGM (HR & Admn) , 1st Floor , O/O GMTD, Dhenkanal** before the stipulated date and time. Late received tenders will not be considered at all. Tender may be sent in the above address by Registered Post/Courier Services also. BSNL will not be responsible for delay/loss of tender through postal/courier services.

10. **OPENING OF TENDER ::**

The tender will be opened on the prescribed date and time (**If the date of opening is declared as a holiday, the tender will be opened on the next day & on the scheduled time**) in front of the bidders those who like to attend there. Technical bids will be opened first and checked. Financial bids of those bidders who qualify in the Technical bids checking will be opened on the same day or later which will be declared at the time of bid opening. The bid shall remain valid for 180 days after the date of opening bids.

11. **EVALUATION OF TENDER :**

- a) The L-1 rate for the Tender will be evaluated and will be decided as per the total value for all the items taken together & not for item wise for a year. However GMTD BSNL , Dhenkanal reserves the right to distribute the work in-between L-1 & L-2 bidders to supply the items on approved L-1 rate to an extent 70% & 30 % respectively in-between L-1 & L-2 bidders.
- b) The rate of each forms/books should be quoted for printing with paper, for the quantity mentioned in column (5) of each item in Annexure-I. The tenderer is required to submit the sample of papers and cards with the tender paper positively and non-submission of the same will liable for rejection of tender. The tenderer is required to take sample paper at the time of receiving the tender paper from SDE (General), Dhenkanal of GMTD Office, Dhenkanal.
- c) The “Specimen” of forms/books to be printed can be seen in any working day in the General Section, O/O GMTD, Dhenkanal before submission of tender paper.
- d) **The tenderer shall deposit an EMD of Rs. 18,375/- (Rupees eighteen thousand three hundred seventy five only)** through Bank draft of any Nationalized Bank located at Dhenkanal payable to “Accounts Officer (cash), BSNL O/O GMTD, Dhenkanal” along with the tender paper, Tender without EMD will not be considered, EMD so deposited by the unsuccessful bidders will be refunded after finalization of tender without interest. Failure to comply with the order from time to time during the contract period in part or in full, the security deposit shall be forfeited by the GMTD, BSNL, Dhenkanal.
- e) The tenderer shall enclose Photo copy of latest VAT clearance Certificate” along with tender paper.
- f) The quality of paper to be used in each form/book is mentioned in column (3) of Annexure-I and sample to be enclosed.
- g) Failure to comply with any of the above terms and conditions the tender shall be summarily rejected.
- h) In case of any defect noticed in printing or quality of papers used for the purpose of printing, the undersigned reserves the right to reject the printing materials supplied by the contractor and Security Deposit deposited by the contractor will also be forfeited.
- i) The undersigned is not bound to accept the lowest tender and reserves the right to cancel any or all the tenders without assigning any reason thereof.
- j) The successful tenderer will deliver the printing materials to the O/O GMTD, Dhenkanal from time to time for which no transportation charges will be paid.

- k) Rate may be quoted in the items against printing & binding both, where binding is required. No extra binding charges will be paid in any binding works.
- l) The successful tender will have to sign an agreement on a **stamp paper of Rs. 50/-** with GMTD, Dhenkanal before issue of LOI.
- m) The tender is valid for one year from the date of signing the agreement and the tenderer is to carryout the work at the approved rate during the valid period.
- n) The tender may be extended for **another 1 (One) year**, if so desired by the G.M.T.D., Dhenkanal with **25 %** increase of total estimated cost of tender.
- o) The GMTD, Dhenkanal reserves the right to distribute the work among a number of bidders, if required.

12. PAYMENT AND OTHER TERMS :

- a) Payments shall be made against the bill, which have to be submitted in duplicate.
- b) The payment shall be made through Account Payee Cheques after successful completion of the work and its complete delivery.
- c) The tenderer is to indicate the name of the bank and A/C Number on which A/C Payee Cheques shall be issued.
- d) Penalty @ 0.5 % of the total cost of work order shall be imposed for every one day of delay in completion of assigned work. The total penalty will be limited to 5% of total cost of work order and thereafter the tenderer will be black listed.

13. THE COPY OF DOCUMENTS TO BE SUBMITTED IN FIRST ENVELOPE INSIDE A OUTER SEALED ENVELOPE ALONG WITH THE TECHNICAL BID DOCUMENTS :

- a) The Copy of NSIC (if applicable)
- b) The Copy of Valid PAN CARD
- c) The Copy of latest VAT clearance certificate.
- d) The copy of one experience certificate for carrying out printing works of an amount of minimum **₹ 2,00,000 (rupees two lakhs only)** during any continuous period of one year in between 01-01-2005 to 31-12-2012 from an officer not below the rank of AGM / Divisional Engineer , or equivalent of any Central Government./State Government Department / any Central PSU/any State PSU. Purchase Order / Work Order will not be accepted. The bidder must submit a certificate from the Concerned Authority regarding satisfactory supply of items as per Purchase order/Work Order.
- e) If the tender is submitted by a firm other than an individual, a certificate authorizing the person to sign the tender paper may be enclosed.
- f) **Earnest Money of Rs. 18,375/- (Rupees eighteen thousand three hundred seventy five only)** in the shape of Demand Draft is to be submitted in favour of Accounts Officer (Cash), BSNL, O/o GMTD, Dhenkanal.
- g) Proof of bonafideness of firm such as Registration Certificate of the firm/printing press etc.
- h) Bidders should signed on each & every pages of both the documents carefully.

14. FACTORS FOR QUOTING THE RATE :

- a. The tenderer is to quote the rate for the books/sheets indicated against the items in the tender paper in column (6) of Annexure-I. Rates quoted must include all taxes.
- b. The rate for every increase /decrease in sheets in the set will be proportionately charged.**

15. TERMINATION OF INSOLVENCY.

BSNL may also by giving written notice and without compensation to the contractor terminate the contract if the contractor becomes unwilling bankrupt or otherwise in any way without affecting the right of action or remedy as hirer.

16. FORCE MAJURE.

If any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Herein after referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reasons such events be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such on performance or delay in performance under the contract shall be resumed as soon as practicable after such an event may come to an end or cease to exit, and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at his option terminate the contract.

17. ARBITRATION.

- a. In the event of any question, dispute or difference arising under the agreement or in connection there with (except as to matter the decision to which specifically provided under this agreement), the same shall referred to sole arbitration of the GMTD, Dhenkanal, BSNL. In case his designation is changed or his office is abolished then in such case to the sole arbitration of the officer for the time being entrusted whether in addition to the function of the GMTD, Dhenkanal or by whatever designation such officers may be called (herein after referred to as he said officer) and if the GMTD, Dhenkanal or the said officer is unable or unwilling to act as such, than to the sole arbitration of some other person appointed by the CGM/PGM/TDM or the said officer. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation act, 1996.
- b. The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award, Subject to aforesaid arbitration and conciliation Act, 1996 and the rules made the under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.
- c. The Venue of the arbitration proceeding shall be office of General Manager, telecom District, BSNL, at Dhenkanal or such other place as the arbitrator may decide.

Dy. General Manager,
O/O GMTD, Dhenkanal.

18- Signing of integrity pact.

The successful tenderer shall be required to sign the integrity pact on a non-judicial stamp of Rs.50/- (Rupees Fifty only) at his own cost as per the enclosed Proforma in Section V(A). The integrity pact will be signed separately alongwith agreement.

19 The bidder should give a certificate that none of his/her near relative is working in the units as defined below where he/she is going to apply for the tender. In case of proprietorship firm certificate will be given by the proprietor. For the partnership firm, certificate will be given by all the partners and in case of limited company by all the directors of the company excluding government of India/Financial institutions nominees and independent non-official part time Directors appointed by Government of India or the Governor of the state. Due to any breach of these conditions by the company or firm or any other person, the tender will be cancelled and bid security will be forfeited at any stage whenever it is noticed and BSNL will not pay any damage to the company or the firm or the concerned person.

The company or firm or the person will also be debarred for further participation in the concerned unit.

The near relatives for this purpose are defined as :-

- (a) Members of a Hindu undivided family.
- (b) They are husband and wife.
- (c) The one is related to the other in the manner as father, Mother, Son(s) and Son's Wife (Daughter-in-law), Daughter(s) and Daughter's husband (Son-in-law), Brother(s) and Brother's wife, Sister(s) & Sister's husband (Bro-in-law).

20 VERIFICATION OF DOCUMENTS AND CERTIFICATES:

The bidder will verify the genuineness and correctness of all documents and certificates including experience/performance certificates, issued either by the bidder or any other firm/associate before submitting them in the bid. The onus of proving genuineness of the submitted documents would rest with the bidder. As per requirement of the tender conditions, if any document/paper/certificate submitted by the participant bidder is found to be false/fabricated/tampered/manipulated at any stage during bid evaluation or award of contract, then the bid security (EMBG / EMD) of the bidder would be forfeited and bidder would be disqualified from the tender. Action would also be taken for banning of business dealing with the defaulting firm. In case, the contract has already awarded to the bidder then PBG would be forfeited and the contract would be rescind/annulled and BSNL would be at liberty to procure the ordered goods and service from any other source at the risk and cost of the defaulting bidder. Action would also be taken for banning business dealing with the defaulting firm.

I have gone through the terms and conditions thoroughly and convey my acceptance in full.

Seal and signature of the bidder

INTEGRITY PACT

Between

Bharat Sanchar Nigam Limited (BSNL) / hereinafter referred to as "The Principal

and

.....hereinafter referred to as "The
Bidder/Contractor"

PREAMBLE

The Principal intends to award, under laid down organizational procedures, contract's for.....The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal will appoint an Independent External Monitor, who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above,

Section 1 - Commitments of the Principal

(1)The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

- (a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
- (b) The Principal will, during the tender- process treat all bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- (c) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions

Section 2 - Commitments of the Bidder(s)/Contractor(s)

(1) The Bidder(s)/Contractor(s) commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- (a) The Bidder(s)/Contractor(s) will not, directly or through any other, person or firm, offer; promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- (b) The Bidder(s)/Contractor(s) will not enter with other Bidder into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant Anti-corruption Laws of India; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans technical proposals and business details, including information contained or transmitted electronically.
- (d) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s). before contract award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the defined procedure.

Section 4 - Compensation for Damages

- (i) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3. the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit / Bid Security.
- (ii) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor the amount equivalent to Security Deposit / Performance Bank Guarantee in addition to any other penalties/ recoveries as per terms and conditions of the tender.

Section 5 - Previous transgression

- (i) The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the Anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process
- (ii) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the defined procedure

Section 6 - Equal treatment of all Bidders/Contractors/Subcontractors

- (i) The principal will enter into agreements with identical conditions as this one with all Bidders/Contractors.
- (ii) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment- in conformity with this Integrity Pact.
- (iii) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s)/Contractor(s)/Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Corporate Vigilance Office.

Section 8 - External independent Monitor/Monitors

1. Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor' is to review independently and objectively whether and to what extent the parties comply with the obligations under this agreement
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD of the BSNL.
3. The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/Subcontractor(s) with confidentiality. Notwithstanding anything contained in this Section, the Bidder(s)/Contractor(s) shall have no obligation whatsoever to provide any internal costing mechanisms or any internal financial or commercial data pursuant to any audit or review conducted by or on behalf of the Principal. Further, the Bidder(s)/Contractor(s) shall not be required to provide any data relating to its other customers, or any personnel or employee related data.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.
 1. If the Monitor has reported to the CMD of the BSNL, a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the BSNL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Corporate Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
 2. The word "Monitor would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by CMD, BSNL.

Section 10 - Other provisions

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi The arbitration clause provided in the tender document / contract shall not be applicable for any issue /dispute arising under Integrity Pact.
2. Changes and supplements as well as termination notices need to be made in writing.
3. If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions

For the Principal

For the Bidder/Contractor

Place

Witness 1

Date

Witness 2

PROFORMA FOR NO NEAR RELATIVES CERTIFICATE IN BSNL

[Certificate to be given by the contractor in respect of no near relative (s) in BSNL of the contractor.]

DECLARATION

I,
S/o.....resi
dent ofhereby certify that
none of my near relative(s) as defined in the tender document is/are employed any
where in BSNL as per details given in tender document. In case at any stage, it is
found that the information given by me is false/incorrect, BSNL shall have the
absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the bidder

Note: The near relatives for this purpose are defined as :

- A. Members of a Hindu Undivided family.
- B. They are husband and wife.
- C. The one is related to the other in the manner as father, mother, son(s) and son's wife (Daughter-in-law). Daughter(s) and daughter's husband (Son-in-law), Brother(s) and brother's wife, sister(s) and sister's husband (Brother-in-law.)

Note : In case of proprietorship firm, certificate will be given by the proprietor, for partnership firm, certificate will be given by all the partners and in case of Private Ltd. Company, by all the directors of the company.

Signature of the Tenderer

Name of the Contractor.

(Capacity in which signing)

Place:

Date:

Signature of the Bidder

UNDERTAKING

I Shri/Smt Son of Shri do hereby undertake that all the documents / certificates submitted by me with this tender (tender for printing of departmental forms / books work under Dhenkanal SSA) are true and are exact copies of the original documents/certificates are available with me.

I further undertake that if at any time any information furnished in the documents / certificates submitted by me are found to be false, BSNL will have every right to take suitable action against me including forfeiture of my security deposit/material security deposit, termination of my contact agreement and/or black-listing of my contract as deemed fit.

Signature of Bidder

AGREEMENT FORM

An agreement entered into between the GENERAL MANAGER TELECOM DISTRICT, DHENKANAL and Sri _____ of _____ (Contractor)

on this day of _____ 2013 for the work of _____

Whereas in response to the Tender Notice No _____ Dtd. _____, the tender for the work of _____ has been approved by the General Manager Telecom District, Dhenkanal vide his memo No. _____ date _____ to carry out the said work under the terms and conditions of the tender, initially for a period of one year from Dt _____ to Dt _____.

Further, Sri _____ Contractor selected for the above work agrees to carry out the work under the General Manager Telecom District, Dhenkanal for the period from _____ to _____ at the rate approved by the General Manager, Telecom District, Dhenkanal and also further undertakes to abide by the terms and conditions as prescribed in the approved tender.

Sri _____ further agrees that in case he fails to carry out and complete the said work within the specified time given in work order, he shall have no claim for refund of Earnest Money and/or Security deposit and he shall be liable to bear with the loss sustained to the Department due to delay/damage/negligence caused by the contractor.

Signature of Contractor

Name _____

Address _____

Signature of AGM (HR&Admn), O/o GMTD , DKL

Name _____

Address _____

Signature of Witness

Address _____

Signature of witness

Address _____



BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

Office of the General Manager
Telecom District, Dhenkanal-759 001

FINANCIAL BID DOCUMENTS

FOR PRINTING OF DEPARTMENTAL FORMS/BOOKS

FOR THE YEAR 2013-14

TENDER NO. G- 41/ 2013-14/47

DATE . 20.05.2013

Rs.563.00

Signature of the Bidder

Annexure-I

Sl. No.	Name of forms/books	Paper to be used	Specification description of forms	Unit	Approx quantity required	Rate of printing with paper & Binding if any per Unit	
						In figures	In Words
1	Fly leaf	Thick colour card	Rexin cloth with eye as per sample(185 GSM,46x35 cm, one side printing & eyelite)	100 Nos.	4000		
2	Note Sheet	Conquest 80 GSM	Both side margin mark as per sample(80 GSM,31.5x20.5 cm,both side printing,conquest, 100 in a pad).	One pad	100 pad		
3	R.R. Register	Conquest 80 GSM & board binding	With binding as per sample(36x48cm with numbering,100 folio,both side conquest printing)	One book (100 Folio)	10 Books		
4	G.P.F. Balance Register	Conquest 80 GSM & board binding	With binding as per sample(56x44 cm,100 folio,both side printing,conquest with numbering in pages)	One book (100 Folio)	10 Books		
5	Challan of Remittance	JK white 65 GSM	Binding with cover. As per sample(26.5x21cm,one side printing with numbering,100 sheets in a book)	One book (100 sheets)	200 books		
6	Credit voucher (Bank) Red	Colour Paper 70 GSM	As per sample(color paper,21x26cm,one side printing ,100 sheets in a pad)	One pad	25 pad		
7	Debit voucher (Bank) Red	Colour Paper 70 GSM	As per Sample(color paper,21x26cm,one side printing ,100 sheets in a pad)	One pad	25 pad		
8	Debit voucher (Cash) Green	color paper 70 GSM	As per sample(color paper,21x26cm,one side printing ,100 sheets in a pad)	One pad	25 pad		
9	Credit voucher (Cash) Yellow.	Color paper 70 GSM	as per sample(color paper,21x26cm,one side printing ,100 sheets in a pad)	01 pad	25 pad		
10	Journal Voucher	Color paper 70 GSM	as per sample(color paper,21x26cm,one side printing ,100 sheets in a pad)	01 pad	20 pad		
11	A-4 size one side print	JK white 65 GSM	(As per sample)	1000	100000		

Sl. No.	Name of forms/books	Paper to be used	Specification description of forms	Unit	Approx quantity required	Rate of printing with paper & Binding if any per Unit	
						In figures	In Words
12	A-4 size both side print	JK white 60 GSM	As per sample	1000	50000		
13	File board	As per sample	As per sample	100	2500		
14	Leaf lets	As per sample	As per sample	1000	30000		
15	A-3 size one side print	JK white 60 GSM	As per sample	1000	5000		
16	A-3 size both side print	JK white 60 GSM	As per sample	1000	5000		
17	A-8 size one side print	JK white 60 GSM	As per sample	1000	30000		
18	A-8 size one side print	JK white 60 GSM	As per sample	One pad / 100 pages	100 pad		
19	A-8 size both side print	JK white 60 GSM	As per sample	1000	20000		
20	Telephone Application form (NTC)	65 GSM JK White paper	As per sample(19.5x31cm,both side printing,front side-two color)	1000	20000		

Sl. No.	Name of forms/books	Paper to be used	Specification description of forms	Unit	Approx quantity required	Rate of printing with paper & Binding if any per Unit	
						In figures	In Words
21	BSNL Broadband / Wimax Booking form	J.K.white 60 GSM	One sheet as per sample(42x28cm,both side printing)	1000	20000		
22	Computer paper	15x12x1(80 GSM)	As per sample	Per 1000	70000		
23	Computer paper	15x12x2 (80 GSM)	As per sample	Per 1000	50000		
24	Computer paper	10x12x1 (80 GSM)	As per sample	Per 1000	100000		
25	Computer paper	10x12x2 (80 GSM)	As per sample	Per 1000	50000		
26	Counter receipt (CDR)	8x12x1 (80 GSM)	As per sample	Per 1000	100000		
27	Mobile bill printing form with Logo	J.K. White (75 GSM)	As per sample	Per 1000	500000		
28	CDR bill printing form	J.K. White (75 GSM)	As per sample	Per 1000	500000		

NB : Rates quoted must included all taxes.

