



BHARAT SANCHAR NIGAM LIMITED
O/o General Manager Business Area, Dhenkanal
AT: Dakshinakali Road, PO/Dist: Dhenkanal, Odisha- 759001
Tel No. 06762- 227600, FAX: 06762-227400

BID DOCUMENT
E-Tender Notice

Tender No. OD-DKL-23/11(11)/13/2021-HR PLG-DKL OD/02

Dated:- 06.11.2021

Digitally sealed e-tenders on two bid system are invited by the GMBA, Dhenkanal from bonafide and experienced firms/contractors for Printing, Folding, Stapling, Bundling of BSNL bills and printing of defaulter notices / adalat notices including supply of all stationeries required for Printing, Folding, Stapling, Bundling & Distribution of monthly telephone bills & Adalat Notice etc to all customers in different exchanges under Dhenkanal SSA.

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Read, understood, complied & agreed

Signature & seal of bidder with Date

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Read, understood, complied & agreed

Signature & seal of bidder with Date

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NOTICE INVITING E-TENDER (NIT)
O/o General Manager Business Area, Dhenkanal
AT: Dakshinakali Road, PO/Dist: Dhenkanal, Odisha- 759001
Tel No. 06762- 227600, FAX: 06762-227400

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Digitally sealed e-tenders on two bid system are invited by the GMBA, Dhenkanal from bonafide and experienced firms/contractors for Printing, Folding, Stapling, Bundling of BSNL bills and printing of defaulter notices / adalat notices including supply of all stationeries required for Printing, Folding, Stapling, Bundling & Distribution of monthly telephone bills & Adalat Notice etc in different sites under Dhenkanal SSA.

Name of Zone	Estimated Value of work (per year basis)	Cost of Tender paper including GST	EMD (in INR) @2% of Estimated Cost
Dhenkanal	Rs. 9,97,073/-	Rs. 590	Rs. 19,941/- OR In place of EMD, Please submit the BID SECURITY DECLARATION as per ANNEXURE-3

NOTE:1-Bid Security Declaration accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended /debarred/banned for the period of one year, as given in the Annexure-4 needs to be submitted.

Note2:- If a vendor registered with body specified by Ministry of Micro, Small & Medium Enterprise claiming concessional benefits and fails to accept AWO/ Lol & submit required performance security or fails to obey any of the contractual obligations after being awarded work; he will be debarred from any further work/ contract by BSNL for one year from the date of issue of

such order.

Note 3: Deleted

Note 4: The bidders participating in the said tender should ensure the compliance of the order issued vide F. No: 6/18/2019-PPD dated 23.07.2020 by Public Procurement Division, Department of Expenditure, Ministry of Finance, and its subsequent Clarifications.

(pl refer <https://www.doe.gov.in/> for further details). An Undertaking in the format given at ANNEXURE-3 on the Company's Letter head shall be submitted in Original, along with the Bid documents.

Note 5: The successful bidders shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority. (pl refer Note 4)

Note 6: If the certificates given by Bidder in the tender documents regarding their compliance with order stated in Note 4 & Note 5 is found to be false at any later stage, this would be ground for immediate termination and further legal action in accordance with law.

Read, understood, complied & agreed

Signature & seal of bidder with Date

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1. The Price of bid document along with GST shall not be refundable.
- 1.1 The bid form along with price bid (as per Section-9 Part A & B) for the above zone should be filled.
2. **Purchase of Tender Document:** Tender document can be obtained by downloading it from the website www.odisha.bsnl.co.in & <http://etenders.gov.in/eprocure/app> (URL of e-tender portal).
- 2.1 The bidders downloading the tender document are required to submit the tender fee of amount **500 (INR) + GST @18% i.e. (590 INR)** through DD/ Banker's cheque along with their tender bid failing which the tender bid shall be left archived unopened/ rejected. The DD/ banker's cheque shall be drawn from any Nationalized/ Scheduled Bank in favour of **"AO(Cash), BSNL, O/o GM, DHENKANAL-BA, Dhenkanal "** and payable at **Dhenkanal** .

Also tender fee can be submitted through online Banking/RTGS/NEFT as per the following details.

Name of the Bank and Branch	Union Bank of India, Dhenkanal.
Accounts Name	A.O(Cash), BSNL,O/o GM, BA, Dhenkanal
Account Number	540501010012016 - Current Account
IFC Code	UBIN0554057
Address of the Bank	Meena Bazar, Jaganath Road , Dhenkanal
MICR Code	759026002
Mail Id :	gmtddk110@rediffmail.com
Contact No	Mobile No. 9437764997
In case of EMD in the form of TDR/ PBG	Should be pledged in favour of A.O. (Cash), BSNL, O/o GM, DHENKANAL-BA, Dhenkanal with validity for a period of 150 days from the date of opening OR In place of EMD, Please submit the BID SECURITY DECLARATION as per ANNEXURE-3 .

The MSE bidders registered with the designated MSME bodies like National Small Scale Industries Corporation etc. are exempted from payment of tender fee. However, they shall furnish a proof regarding registration with bodies under the Ministry of Micro, Small & Medium Enterprises for **Printing, Folding, Stapling, Bundling of BSNL bills** etc. MSE bidders claiming exemptions from Tender fee & EMD as per MSME guidelines must also register their UAM on CPPP and submit proof in this regard along with their bid. **"Micro and Small Enterprises (MSE) bidder should submit their valid Udyam Registration Certificate including URN (Udyam Registration Number) issued from MSME, in order to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs. URN certificate should broadly cover the Equipment / services offered in Tender"**.

Read, understood, complied & agreed

Signature & seal of bidder with Date

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2.2 Availability of Tender Document on the e-tender portal for bid submission: The tender document shall be available for downloading from BSNL website www.bsnl.co.in/odisha from 06.11.2021 onwards. The same tender document is uploaded on BSNL website shall be made available on e-tender portal (<http://etenders.gov.in/eprocure/app>) from 06.11.2021 from 17.00 Hrs onwards for start on online bid submission.

2.3 Physical copy of the tender document would not be available for sale.

2.4 The Tender document shall not be available for download from e-tender portal on its submission / closing date

2.5 Deleted

3.0 Deleted

4. Eligibility Criteria : The bidder should meet following eligibility requirements

4.1 General Qualification

4.1.1 The Bidder should have valid firm registration (Registration with Nagar Nigam/Local Authority in case of Proprietary firm & in case of Pvt. Ltd Company/Partnership firm registration with registrar of firms/company is required) certificate of incorporation of the firm/company within India.

4.1.2 *In case any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including trunk project) only if the bidder is registered with the Competent Authority, specified in Annexure-4.*

4.1.3 The Bidder must not be black-listed for Telecom business by any Central/ State Governments/ PSUs in India at the time of submission of bid. An undertaking must be submitted in this regard.

4.1.4 The Bidder must have a valid PAN & valid registration under GST Act. If the bidder is not registered with GST authority at the time of bid submission, then he shall have to submit GST registration at the time of award of work/ Lol/signing of contract, if declared successful.

4.2 Technical Qualification

4.2.1 The Bidder must have an experience of executing works related to **Printing, Folding, Stapling, Bundling of BSNL bills** etc. in DOT/BSNL/MTNL/Central Govt. Department/ State Government/ any public sector undertaking of Central Government/State Government / any reputed private organization during **last 04 years (FY 2017-18 to FY 2020-21)** "Micro and Small Enterprises (MSE) bidder should submit their valid Udyam Registration Certificate including URN (Udyam Registration Number) issued from MSME, in order to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs. URN certificate should broadly cover the Equipment / services offered in Tender" and should have satisfactory completed works as given below:

(a) One year experience of any one financial year of at least 80% of estimated cost

OR

(b) Two year experience of any two financial years of at least 50% of estimated cost in each financial year.

OR

(c) Three year experience of any three financial years of at least 40% of estimated cost in each financial year.

It may be noted by the eligible bidder that Experience certificate should be issued by an officer not below the rank of JAG/DGM level or equivalent officer of the concerned PSU i.e. BSNL/ MTNL/ Central Government/State Government/ any public sector undertaking of Central Government/State Government / any reputed private organization etc as the case may be and from Circle Head, in case of private TSPs.)

Read, understood, complied & agreed

Signature & seal of bidder with Date

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4.3 Financial Qualification

- 4.3.1 The Bidder must have Solvency certificate from its banker, (nationalized/ scheduled bank of India), **to the tune of 40% of annual estimated tender cost**, (Solvency certificate should not be older than NIT publication date)

Note 1:-The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their tender bid. All documents submitted will also be self-attested by the bidder.

Note 2:-Work Order(s) will be issued or Contract agreement(s) will be signed only upon successful verification of the eligibility documents submitted in the bid, with the originals of the eligibility documents, which shall have to be produced by successful bidder.

4.3.2 Restrictions under Rule 144(xi) of the General Financial Rules (GFRs), 2017 on grounds of Defence of India and national Security.

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the competent Authority as per OMs No.6/18/2019-PPD dated 23rd July, 2020 & 24th July, 2020 of Public Procurement Division, Department of Expenditure, Ministry of Finance imposing restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) 2017 on the grounds of Defence of India and National Security (Pl refer the OMs N.6/18/2019-PPD dated 23rd July, 2020 & 24th July, 2020). Bidders complying this order in all respect only will be considered for placing orders. Non compliance of this order will result in rejection of bid at evaluation stage itself. An undertaking is to be submitted by the bidder on the Bidder Company's letterhead (in Original) as per the Proforma at **ANNEXURE-4**.

5 Bid Security/EMD:

In place of EMD, Please submit the BID SECURITY DECLARATION as per ANNEXURE-3

OR

5.1 The bidder shall furnish the bid EMD in one of the following ways:-

- a. Demand Draft/ Banker's cheque drawn in favour of "**AO (Cash), BSNL, O/o GM, DHENKANAL-BA, Dhenkanal**" and payable at Dhenkanal.
- b. Bank Guarantee(s) from a Scheduled Bank in India, drawn in favour of "**AO (Cash), BSNL, O/o GM, DHENKANAL-BA, Dhenkanal, Bharat Sanchar Nigam Limited,**" which should be valid for **150** days (i.e. one month above the offer/bid validity period) from the tender opening date.
- c. Through NEFT / RTGS in Union Bank of India, Dhenkanal.
- d. The MSE bidders registered with the designated MSME bodies like National Small Scale Industries Corporation etc. are exempted from payment of bid security. However, they shall furnish a proof regarding registration with bodies under the Ministry of Micro, Small & Medium Enterprises for **Printing, Folding, Stapling, Bundling of BSNL bills** etc. MSE bidders claiming exemptions from Tender fee & EMD as per MSME guidelines must also register their UAM on CPPP and submit proof in this regard along with their bid.

- 6 **Date & Time of Submission of Tender bids:** on or before **14.00 Hrs** of **29.11.2021** (tender closing date).
- 6.1 In case the date of submission (opening) of bid is declared to be a holiday, the date of submission (opening) of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid opening date due to any other unavoidable reason will be intimated to all the bidders separately.
- 7 **Opening of Tender Bids:** At **15:00 Hrs** of **30.11.2021**
- 8 **Place of opening of Tender bids:** **Chamber of SDE (Planning), O/o GM, DHENKANAL-BA , Dhenkanal**
- 8.1 The tenders shall be opened through 'Online Tender Opening Event'. BSNL's Tender Opening Officers as well as authorized representatives of bidders can attend the online Tender Opening Event (TOE) from the comfort of their offices. Kindly refer Section-4 Part C of Tender document for further instructions.
- 8.2 The bidder may upload the documents such as Tender Fees/ EMD Bid security/ Power of Attorney electronically (Scanned Copy) along with the bid documents. However at the time of technical evaluation of bids original documents are to be submitted.
- 8.3 Deleted
- 9 Tender bids received after due time & date will not be accepted.
- 10 Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.
- 11 GM, DHENKANAL-BA, Dhenkanal (Tender inviting authority), BSNL reserves the right to accept or reject any or all tender bids without assigning any reason. He is not bound to accept the lowest bid.
- 12 The bidder shall furnish a declaration, as per Section 6 (A), in his tender bid that no addition / deletion / corrections have been made in the terms & conditions of the downloaded tender document for which their bid is being submitted and these are identical to the tender document appearing on the website.
- 12.1 In case of any correction/ addition/ alteration/ omission in the tender document, the tender bid shall be treated as non-responsive and shall be rejected summarily.
- 12.2 All documents submitted in the bid offer should be preferably in English/Hindi/ State's official language. In case the certificate viz. experience, registration etc. is issued in any other language other than English/Hindi/ State's official language, the bidder shall attach a translation of the same in English/Hindi/ State's official language, duly attested by the bidder & the translator to be true copy in addition to the relevant certificate.
- 12.3 All computer generated documents should be duly signed/ attested by the bidder/ bidder organization.
- 13 The queries in respect of this bid document, if any, can be submitted through Email latest up to **09.11.2021(3 days from issue of NIT)**.

BSNL Contact-1 06762-226550 9437486800	<i>Mr. R.K. Nayak, AGM (HR&Plg) O/o GMBA Dhenkanal between 10:30 hrs to 17:00 hrs from 06.11.2021 to 09.11.2021</i>
BSNL Contact-2 06762-224455 9437962153	<i>Shri Sanjaya Sahu, SDE (MM/Plg) O/o GMBA BSNL Dhenkanal, between 10:30 hrs to 17:00 hrs from 06.11.2021 to 09.11.2021</i>

Dy. General Manager
O/o the GM, DHENKANAL-BA, Dhenkanal
Phone No – 6762-229800
E-mail id: dgmdkl@gmail.com

Read, understood, complied & agreed

Signature & seal of bidder with Date

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