



BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

E- TENDER

BID DOCUMENT

**PRINTING AND SUPPLY OF
STUDENT SCHOOL DIARY/
SCHOOL READINESS WORKBOOK 'CHAHAK'
Delivering at 534 Block's HQ/BRCs in 38 Districts
within State of Bihar
(2024-25)**

E-Procurement Portal : <https://www.eproc2.bihar.gov.in>

Website: <https://www.bstbpc.gov.in>

**Issued by:-
Managing Director**

Bihar State Text Book Publishing Corporation Ltd
Pathya Pustak Bhawan, Budh Marg, Patna – 800 001
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BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Pathya Pustak Bhawan, Budh Marg, Patna – 800 001

Tel: 2221975 Email: textbookmd@gmail.com

BSTBPC / E-Tender/Printing & Supply/2024. Dt. 03-01-2024

E-TENDER NOTICE

BSTBPC Ltd. invites e-tender from reputed Offset Printers for the Printing & Supply of Student School Diary for Class- I to VIII & School Readiness Workbook 'Chahak' for Class-I and delivering at 534 Block's HQ/BRCs (Block Resource Centers) in 38 Districts within State of Bihar for Academic year 2024-25. Online uploading of Bid is 11.00 Hrs on 04-01-2024. Last date of submission of e-tender is 15.00 Hrs on 25-01-2024. Pre-Bid Meeting date 11.00 Hrs on 12-01-2024. For more details, Bid Document may be downloaded from websites: <https://www.eproc2.bihar.gov.in> or <https://www.bstbpc.gov.in>


Sunny Sinha, IRSS
Managing Director

INDEX

<u>Sl.No.</u>	<u>Section</u>	<u>Topic</u>	<u>Page No.</u>
1	I	Invitation for Bids (IFB) & Information	5 - 7
2	II	Instructions to Bidders (ITB)	8 - 24
3	III	General Conditions of Contract (GCC)	25 - 30
4	IV	Special Conditions of Contract (SCC)	31 - 32
5	V	Package of Requirement	33 - 39
6	VI	Technical Bid information	40 - 41
7	VII	Bid - Form	42 - 42
8	VIII	Contract Agreement Form	43 - 44
9	IX	Performance Security Form	45 - 45
10	X	Performa of challan	46 - 46
11	XI	Declaration by Bidder	47 - 47
12	XII	Authority Letter	48 - 48
13	XIII	Credit Worthiness Certificate	49 - 49
14	XIV	Affidavit of GST	50 - 50
15	XV	Format for Statutory auditor's Certificate for Financial capability	51 - 51
16	XVI	Format for project experience	52 - 52
17	XVII (i)/ XVII (ii)	Declaration for printing facility	53 - 54
18	XVIII	Affidavit from Paper Mill	55 - 55
19	XIX	Certificate of paper procurement	56 - 56
20	XX (i)/ XX (ii)	Certificate of Printing Capacity	57 - 58
21	XXI	Consent letter from the Associated CTP Unit	59 - 60
22	XXII	Bid Security Form	61 - 61
23	XXIII	Financial Bid	62 - 62

SECTION - I:
INVITATION FOR BIDS (IFB)



BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

Pathya Pustak Bhawan, Budh Marg, Patna – 800 001

Tel: 2221975 Email: textbookmd@gmail.com

INVITATION FOR BIDS (IFB)

E-Procurement Notice

The Bihar State Text Book Publishing Corporation Ltd. Invites e-tender under Two Bid System on Government of Bihar e-procurement platform from eligible Offset Printers, having Infrastructure as stipulated in the Tender Document to print and supply approx. 123 lakhs of Student School Diary for Class 1 to VIII / approx. 12 lakhs of School Readiness Workbook 'Chahak' for Class-I for the academic Year 2024-25 which will be delivered to 534 Block HQ/BRCs (Block Resource Centers) in 38 Districts within state of Bihar.

There are two different types of School Diary for (Class I to V and VI to VIII) & School Readiness Workbook 'Chahak' for Class-I. All 38 Districts within State of Bihar have been divided into ten & four packages respectively.


Bidding process will be conducted as per terms & conditions laid down in this Bid Document. Provisions of the Bihar Financial (Amendment) Rules, 2005 & Amendment-2016-2017, Government of Bihar shall apply.

Indicative Dates regarding Invitation for this bid and other details are as below:

1	Name of the work	Printing & Supply of Student School Diary for Class- I to VIII (under Category- 'A') & School Readiness Workbook 'Chahak' for Class-I (under Category- 'B')
2	Tender Notice No.	BSTBPC / E-Tender/Printing & Supply work/ 2024 Dt. 03/01/2024
3	Tender Fee/EMD	1) Tender Document Fee (Non- Refundable): Rs 11,800 to be paid online 2) Tender Processing Fee (Non -Refundable) Rs 590/- to be paid online. 3) EMD (Refundable): For Category-'A' Rs. 10,00,000/- (Rupees Ten Lacs only) per package & For Category-'B' Rs. 2,00,000/- (Rupees Two Lacs only) per package in the form of Demand Draft/BG issued by a Scheduled/Nationalized Bank in favor of Bihar State Text Book Publishing Corporation Ltd., Payable at Patna.
4	Online uploading of Bid	04-01-2024, : 11.00 Hrs
5	Date of Pre-Bid Meeting	12-01-2024, 11:00 Hrs in the Conference Hall of Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-800001
6	Date of uploading of pre- bid clarification	On or before 15-01-2024, 17:00 Hrs
7	Last Date and time for Submission of Bid.	25-01-2024, 15:00 Hrs in online mode.
8	Opening of Technical Bids	25-01-2024, 16.00 Hrs If the due date happens to be a holiday, the bids will be opened on the next working day.
9	Opening of Financial Bids	02-02-2024, 16:00 Hrs.
10	Address for Communication	The Managing Director, Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-800001

Bid document may be downloaded from the Websites <https://www.eproc2.bihar.gov.in> or <https://www.bstbpc.gov.in>. Clarification on the bid document may be sought during Pre-bid meeting in writing or may be e-mailed on address textbookmd@gmail.com latest within 17:00 Hrs of 11-01-2024.

The Managing Director of the Corporation reserves the right to amend or withdraw any of the Terms and Conditions in the bid document or to cancel / reject all the tenders received without giving any notice or assigning any reason thereafter.


Sunny Sinha, IRSS
Managing Director

Bihar State Text Book Publishing Corporation Ltd

E-Tendering Process Related General Instructions
Submission of Proposals through electronic mode only

1. The bidder should prepare and submit its offer as per instructions given in this section.
2. The Bidder shall submit his bid/tender through e-Procurement platform at www.eproc2.bihar.gov.in.
3. The Bidder must have the Class II/III Digital Signature Certificate (DSC) with signing + Encryption, and User-ID of the e-Procurement website before participating in the e-Tendering process. The Bidder may use their DSC if they already have. They can also take DSC from any of the authorized agencies. For user-ID they have to get registered themselves on e-procurement website www.eproc2.bihar.gov.in and submit their bids online on the same. Offline bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.
4. The Bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given in e-Procurement website at the respective stage only. The Bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other related certificate /documents in the e-Procurement web site. The Bidder shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness / authenticity. The Bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document. **This will be bidder's sole responsibility to ensure that all required documents have been uploaded and all uploaded documents, when downloaded must be legible/readable failing which their bid will be rejected. Hence it is advised that all the documents should be properly scanned and uploaded.**
5. All the required documents should be attached at the proper place as mentioned in the e-forms. Tender Processing Fee (TPF) and Tender Document fee to be paid through e-Payment mode (i.e NEFT / RTGS, Credit / Debit Card & Net Banking) only.
6. **SUBMISSION OF HARD COPY**
 - (i) Earnest Money Deposit (EMD) shall have to be paid either e-Payment mode (i.e NEFT / RTGS, Credit / Debit Card & Net Banking) or in the form of Demand Draft/ Bank Guarantee and the Original hardcopy of the DD/ BG/online money receipt have to be submitted.
 - (ii) In case of Micro / Small scale units seeking exemption from payment of EMD, the bidder has to submit "Udyam Registration Certificate" along with latest Annexure page print (downloaded after publication of this bid).
 - (iii) All hard copies of Affidavit(s)/Bank Letter i.e. **SECTION-XI, SECTION-XIV, SECTION-XVII (i)** (for Category-'A'), **SECTION-XVII (ii)** (for Category-'B') and **SECTION-XVIII. SECTION-XIII** (Credit Worthiness Certificate/Letter) as required for in the Bid Document have to be submitted in original.
 - (iv) Colour Print copy of photo of each machine (Photo along with the owner of the printing facility/press) of the press showing time and geo-stamp on the photo. The photo should have been taken on a date after publication of this bid only and all photos on a single day.
7. All the documents mentioned in 6 (i) to 6 (iv) above have to be submitted in Hard Copies in the **office of The Managing Director, Bihar State Text Book Publishing Corporation Ltd., Budha Marg, Patna-800001 by on or before 25-01-2024, 15:00 Hrs** failing which tender shall be summarily rejected.
8. All documents as mentioned above in para-6, has also to be mandatorily uploaded in online mode also, failing which the bid shall be liable for rejection.
9. Bids along with necessary online payments must be submitted through e-Procurement portal www.eproc2.bihar.gov.in before the date and time specified in the NIT/RFP. The department / Tendering Authority doesn't take any responsibility for the delay / Non Submission of Tender / Non Reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic / Holidays or any other reason."

10. The tender will be opened online through the e-procurement portal at the venue, Conference Hall, the Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-800001. Bidders or their authorized representatives, who are willing to witness the bid opening, may remain present during opening of the bid(s).
11. Any corrigendum or date extension/ changes/amendment notice will be given on the e-Procurement website only. For support related to e-tendering process, Bidders may contact at following address "e- Procurement HELP DESK First Floor, M/22, Bank of India Building, Road No-25, Sri Krishna Nagar, Patna-800001 Ph. No: 0612-2523006, Mob- 7542028164" or may visit the link "Vendor Info" at www.eproc2.bihar.gov.in.

SECTION II:
INSTRUCTIONS TO BIDDERS (ITB)

INSTRUCTION TO BIDDERS**A) SPECIAL ATTENTION FOR BIDDERS**

- (i) As this Printing & Supply is of urgent nature and strict timelines to be adhered hence the printers who can or have the capability to meet the timelines for deliverables as stipulated in this bid document on later sections, only need to apply.
- (ii) Printing & Supply of Student School Diary 2024-25 for Class I to VIII & School Readiness Workbook 'Chahak' for Class-I is of very urgent nature and required to be delivered package-wise at all concerned Blocks HQ/BRCs in Bihar **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later**. In case the bidder fails to do so, a penalty may be levied and same may be non refundable under any circumstance. Further under the aforesaid event, the said bidder may also be debarred / Blacklisted from further participation in the future bids floated by the Bihar State Text Book Publishing Corporation Ltd.
- (iii) This Invitation for Bid is open to all Printers of India fulfilling Eligibility Criteria as mentioned in Bid document. Any Bidder found involved in any fraudulent practice or declared blacklisted or debarred by any Government Departments or their undertakings shall be if pointed out and verified subsequently, its bid will be rejected without any further communication.
- (iv) The Bidder shall bear all costs associated with the preparation and submission of its Bid and Bihar State Text Book Publishing Corporation Ltd. will in no case be responsible or liable for these costs, irrespective of the conduct or outcome of the Bid process.
- (v) The Bid document may be downloaded from the **Website www.eproc2.bihar.gov.in or www.bstbpc.gov.in** from **04-01-2024 at 11.00 Hrs.**
- (vi) Bids complete in all respects - both Technical Bid (available on e-Proc Portal) and Financial Bid (available on e-Proc Portal) along with all supporting documents/ annexures as per Bid document must be submitted/uploaded online in the e-Proc portal **till 15.00 hrs. on or before 25-01-2024** The TECHNICAL BID of all the Bidders will be opened online. The **FINANCIAL BID** of those Bidders who's **TECHNICAL BID** does not fulfill the eligibility criteria / requirements of Bid Documents shall not be opened. The date for opening of Financial Bid of only technically qualified bidders may be changed under unavoidable circumstances.
- (vii) The bid document must be signed by person fully and duly authorized to sign as declared in the bid. The bidders are requested to submit the proof of authorization in the form of Board resolution/ authorization letter/ Power of Attorney before Public Notary as the case may be in the Technical bid documents.
- (viii) The bid shall be submitted online through e-Procurement portal <https://www.eproc2.bihar.gov.in> .
- (ix) The bid should be unconditional and consistent with the terms and conditions of the prescribed bid document for the purpose.
- (x) Conditional tender will not be accepted.
- (xi) Bidder who authorizes more than one person on its behalf for Bid Processing, shall result in rejection of the bid.

B) Clarification of Bid Documents

- (i) Pre-bid meeting: The Prospective Bidders or their duly authorized representatives are invited to attend a pre-bid meeting which will take place in the Conference hall of Bihar State Text Book Publishing Corporation Ltd., Pathya Pustak Bhawan, Budh Marg, Patna-800001 **on 12-01-2024 at 11.00 Hrs.** If this day happens to be a holiday or is declared a holiday then, the pre-bid meeting will be held at the same time, same venue on the next working day.
- (ii) The Bidders requiring any further clarification on the bid document, may get it clarified during Pre-bid meeting in writing or may be e-mailed at textbookmd@gmail.com latest within **17:00 Hrs of 11-01-2024.**
- (iii) Any modification in the Bid documents listed in Sub-clause 4.1 that may become necessary, shall be made by the BSTBPC Ltd. by issuing a Corrigendum/Addendum/clarification pursuant to clause 6.

C) Amendment to Bid Documents

- (i) Prior to the deadline for submission of Bids, the BSTBPC Ltd. may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bid documents by means of amendment. The Bidders are inform that any changes/amendment/corrigenda in the Bid document may be issued upto two days prior the last date for submission of the bid.
- (ii) All amendments will be uploaded on the website <https://www.eproc2.bihar.gov.in> or <https://www.bstbpc.gov.in>. and will not be published in newspaper. The amendments will be binding on all the bidders.
- (iii) In order to allow prospective bidders reasonable time to take the amendment into account for preparing their Bids, the BSTBPC Ltd., at its discretion, may extend the deadline for the submission of Bids.

ELIGIBILITY CRITERIA

- A. This invitation is open to all Printers registered under Companies Act, 1956/2013, Partnership Act 1932, or Indian Societies Registration Act 1860 or Indian Trust Act 1882 or Limited Liability Partnership Act 2008 or Proprietorship firm, who fulfill the eligibility & qualification criteria specified hereunder. **(Consortium/JV of Printers is strictly disallowed)**
- B. The eligibility criteria and Supporting Documents to be submitted by the bidders in the technical bid are as follows:-

S. No	Eligibility criteria for Bidders	Mandatory Documents
B.1	The Bidder should be an established entity under Companies Act, 1956/2013, or Partnership Act 1932, or Indian Societies Registration Act 1860 or Indian Trust Act 1882, or Limited Liability Partnership Act 2008 or a Proprietorship firm.	<p>For Company Act - Copy of the Certificate of Incorporation issued by the Registrar of Companies (RoC) under companies act 1956/2013 along with copies of Memorandum of Association (MoA) and Articles of Association (AoA)</p> <p>For Partnership Firm - Copy of the Registration Certificate issued under Partnership Act 1932, along with Partnership deed.</p> <p>For Limited Liability Partnership (LLP) Firm - Copy of the Certificate of Incorporation issued by the Registrar of Firms under Limited Liability Partnership Act 2008.</p> <p>For Society/Trust – Copy of Act 1860 or Indian Trusts Act 1882.</p> <p>For Proprietorship firm –A proprietorship firm shall provide Proof of proprietorship of a Printing Press i.e; MSME Certificate or Firm Registration Certificate/License.</p>
B.2	The bidder must have minimum average annual turnover of Rs. 30 lacs for any three financial years during FY 2020-21, 2021-22 & 2022-23 related to printing work.	<p>(a) Audited Balance Sheet and Profit & Loss Account, (if the bidder is registered under Companies Act or Partnership Act or Limited Liability Partnership Act or Proprietorship firm) for FY 2020-21, 2021-22 & 2022-23.</p> <p>OR</p> <p>(b) Income and Expenditure account statement (if the bidder is registered under Societies Act or Trust Act) for FY FY 2020-21, 2021-22 & 2022-23.</p> <p>AND</p> <p>(c) Turnover certificate issued by Chartered Accountant/Company Secretary (must have mentioned Membership No., UDIN No. & Date) certifying that the turnover is related to printing work only. (PI see Section-XV)</p>
B.3	The bidder must provide scanned copies for (1) PAN Card, (2) Acknowledgment of income tax returns of three assessment years (AY 2021-22, 2022-23 & 2023-24).	Self-attested copies of 1) PAN Card 2) Acknowledgment of Income Tax Return (ITR) filed for three Assessment Years (AY 2021-22, 2022-23 & 2023-24).
B.4	The bidder must provide GST Registration Certificate (FORM GST REG-06) showing the principal place of business and all the additional place(s) of business, as well as GST return of 2nd Quarter for the current FY 2023-24 or monthly return of November 2023. Note: Registration with the GST Department of Bihar would be compulsory for the Bidder, before any tax invoice payment. As GST (SGST+CGST) at applicable rate shall be paid/ reimburse by BSTBPC Ltd.	Self-attested copies of GST Registration Certificate showing the principal place of business and all the additional place(s) of business. (i) Copy of GSTR return of 2nd Quarter for the current FY 2023-24/monthly return of November 2023. (ii) Affidavit sworn before Public Notary/ Executive Magistrate as per " Section-XIV ".

S. No	Eligibility criteria for Bidders	Mandatory Documents
B.5	(d) The Bidder must have successfully completed printing of 100000 (One lakh) Diary/books/textbooks in any one year during preceding three years i.e. 2020-21, 2021-22 & 2022-23. for Central/ State Govt. / Public Sector undertakings/ Government Enterprises/ Government aided Institutions.	(e) Self attested copies of work Order(s) and work completion(s)/ Tax invoice(s) against completed printing work of 100000 (One lakh) Diary/books/ textbooks in any one year during preceding three years i.e. 2020-21, 2021-22 & 2022-23. for Central/ State Govt. / Public Sector undertakings/ Government Enterprises/ Government aided Institutions PI see " Section-XVI "
B.6	The bidder should submit his financial standing in form of Credit Worthiness Certificate/Letter from Scheduled/ Nationalised Bank confirming the availability of fund to meet the working capital requirement to complete the proposed contract for minimum one package for Printing & Supply of School Diary/School Readiness Workbook "Chahak".	Credit Worthiness Certificate/Letter from their Scheduled/ Nationalised Bank confirming the availability of fund to meet the working capital requirement to complete the proposed contract as per format given in Section-XIII
B.7	The bidder should have ISO: 9001 or above certifications related to printing works as on last date of bid submission.	Self-attested copy of valid ISO certification as on last day of submission of bid.
B.8	The bidder/agency should have valid Factory License for all premises.	Self attested copy of valid Factory License, for the production plant/unit/premises which is valid and renewed up to date.
B.9	The bidder/agency should have three Phase Electricity connection(s).	Self attested copy of last 3 months (September, October & November 2023) Electricity bills/ payment receipts.
B.10	The Bidder should furnish data to support the printing capacity per day to perform the contract and complete the supplies within the stipulated delivery period and Work in hand (as on date) of other organization with name on firm letter head.	Furnish data to support the printing capacity per day to perform the contract and complete the supplies within the stipulated delivery period and Work in hand (as on date) of other organization with name on firm letter head as per format of Section-XX (i) for Category-'A' / Section-XX (ii) for Category-'B'
B.11	The Bidder should dully fill the form Section-XII	The Bidder should enclose dully filled forms Section-XII
B.12	EMD (Refundable): For Category-'A' Rs. 10,00,000/- (Rupees Ten Lacs only) & For Category-'B' Rs. 2,00,000/- (Rupees Two Lacs only) in the form of Demand Draft/BG issued by a Scheduled/Nationalised Bank in favour of Bihar State Text Book Publishing Corporation Ltd., Payable at Patna. The Micro or Small-scale units seeking exemption for EMD will have to submit valid "Udyam Registration Certificate" along with Annexure page print.	EMD (Refundable): For Category-'A' Rs. 10,00,000/- (Rupees Ten Lacs only) & For Category-'B' Rs. 2,00,000/- (Rupees two Lacs only) in the form of Demand Draft/ BG issued by a Scheduled/Nationalized Bank in favour of Bihar State Text Book Publishing Corporation Ltd., Payable at Patna. The Micro or Small-scale units seeking exemption for EMD to submit valid "Udyam Registration Certificate" along with Annexure page print downloaded after publication of this bid.
B.13	The bidder should operate the printing press facility along with storage space laid out in an area of minimum 5000 sqft and for which: a) The bidder must provide rent agreement copy with house owner/ property owner, if the Printing Press is on rental place Or b) If the property is self-owned, proof of ownership to be submitted.	a) Self attested copy of valid rent agreement with house owner/ property owner/ if the Printing Press is on rental place or allotment letter in case of Government leased property. Or b) If the property is self-owned, proof of ownership to be submitted

B.14	<p>The bidder must not be</p> <ol style="list-style-type: none"> i. Blacklisted / banned / debarred /convicted by any court of law for any criminal or civil offences/ declared ineligible by any entity of any State Government or Govt. of India or any local Self-Government body or public sector undertaking in India for participation in future bids for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices or for any other reason, as on date of submission (upload) of online bidding document. ii. The bidder shall declare all ongoing litigations; it is involved in/with any Government Agency/ State/ central department/ PSU 	<p>Affidavit sworn before Public Notary/Executive Magistrate as per "Section-XI".</p>
B.15	<p style="text-align: center;">CATEGORY-'A'</p> <p>The bidder must have the following facilities available in their Printing press along with the facility of Pre-Press, Press and Post-Press related modern printing provisions:</p> <ol style="list-style-type: none"> I. Pre-Press: <ol style="list-style-type: none"> a) DTP with minimum one terminal along with A-4 size colour inkjet/ laser printer of 600 DPI or above with latest version of licensed software used in designing b) The bidders may satisfy at least one of the following conditions with respect to plate making capabilities <ol style="list-style-type: none"> i. Whether the bidder owns a CTP/CTPC unit. ii. Whether the bidder has consent from a 3rd party having CTP/CTCTCP units for its use. II. Press <ol style="list-style-type: none"> c) One Unit of Four Colour or more colours Sheet fed Offset Printing Machine 23"x36" or bigger size. OR Two Units of Four Colour or more colours Sheet fed Offset Printing Machine 19"x25" or bigger size. III. Post Press: <ol style="list-style-type: none"> d) Cutting machines of not less than 32" size Or one Three side trimming machine capable of trimming the Diary in the size of A/5 (14.5x21 cms). e) Automatic Paper folding machine. f) Stitching Machine. g) Perfect binding machine. h) Thermal Lamination Machine. i) Straing Machine. 	<p>Please read the below instructions carefully</p> <ol style="list-style-type: none"> i. The bidder who owns CTP/CTCP, has to submit the scan copy of tax invoice of the CTP/CTCP machine along with affidavit vide Section XVII (i) ii. If the bidder is associated with 3rd party CTP/CTCP unit, the details of plate making capabilities like CTP/CTCP machine and owner details etc. as per Section XXI to be submitted. iii. Affidavit sworn before Public Notary/ Executive Magistrate for Declaration for Printing facilities in their Printing Press in format as given in "Section-XVII (i)". In addition to the Affidavit, the bidder needs to submit scan copy(ies) of Tax Invoice issued on or before 30-12-2023 of each machine purchased in the name of the bidder. iv. Special Attention: The Bidder Shall mandatorily upload photo of each machine (Photo along with the owner of the printing facility/press) of the press showing time and geo-stamp on the photo. The photo should have been taken on a date after publication of this bid only and all photos on a single day.

CATEGORY-'B'	
B.16	<p>The bidder must have the following facilities available in their Printing press along with the facility of Pre-Press, Press and Post-Press related modern printing provisions:</p> <p>I. Pre-Press:</p> <p>a) DTP with minimum one terminal along with A-4 size colour inkjet/ laser printer of 600 DPI or above with latest version of licensed software used in designing</p> <p>b) The bidders may satisfy at least one of the following conditions with respect to plate making capabilities</p> <p>i. Whether the bidder owns a CTP/CTPC unit.</p> <p>ii. Whether the bidder has consent from a 3rd party having CTP/CTCTCP units for its use.</p> <p>II. Press</p> <p>One Unit of Four Colour Web Offset Printing Machine cut of size 578 mm with quarter folder And One Unit of Two Colour or more colours Sheet fed Offset Printing Machine 19"x25" or bigger size.</p> <p>III. Post Press:</p> <p>c) Cutting machines of not less than 32" size or one Three side trimming machine capable of trimming the Workbook in the size of A/4 (21x27.5 cms)</p> <p>d) Stitching Machine or Flowline Stitching Machine</p> <p>e) Lamination Machine</p> <p>f) Strapping Machine.</p>
B.17	<p>Affidavit of Paper Mill(s) (Plz see Section-XVIII) clearly confirming and certifying to supply in schedule time, the required quantity of paper, of prescribed Technical Specifications (Pl see Section-V) 80 GSM Natural Shade Maplitho paper Surface Size with Emblem of the paper mill imprinted as water mark of paper mill & 220 GSM Indian Art Board.</p>

Please read the below instructions carefully

- i. The bidder who owns CTP/CTCP, has to submit the scan copy of tax invoice of the CTP/CTCP machine along with affidavit vide Section XVII (ii)
- ii. If the bidder is associated with 3rd party CTP/CTCP unit, the details of plate making capabilities like CTP/CTCP machine and owner details etc. as per Section XXI to be submitted.
- iii. Affidavit sworn before Public Notary/ Executive Magistrate for Declaration for Printing facilities in their Printing Press in format as given in "**Section-XVII (ii)**". In addition to the Affidavit, the bidder needs to submit scan copy(ies) of Tax Invoice issued on or before 30-12-2023 of each machine purchased in the name of the bidder.
- iv. **Special Attention:**
The Bidder Shall mandatorily upload photo of each machine (Photo along with the owner of the printing facility/press) of the press showing time and geo-stamp on the photo. The photo should have been taken on a date after publication of this bid only and all photos on a single day.

Affidavit sworn before Public Notary/ Executive Magistrate as per "**Section-XVIII**".

The Bidders are requested to fill Section-VII with utmost care as any error in it tantamounts to summary rejection of their Bid at technical evaluation stage. The BSTBPC Ltd. shall have all the rights to disqualify such bidders who have misrepresented any fact in this regard.

NO CONSORTIUM

Bidder should be an individual entity and should submit their bids individually. More specifically, consortium/JV of bidders is barred from participation in the tender.

The awarded Bidders will submit five full sheets of the paper sample of inner pages paper of 80 GSM Natural Shade Maplitho paper surface sized with mill emblem as water mark and Cover Paper 220 GSM Indian Art Board of any one mill which they intend to use after opening of financial bid.

1. Language of Bid

The Bidder would prepare the Bid in English language. All the correspondence and documents pertaining to their bid process to be exchanged between the Bidder and the BSTBPC Ltd. would also be in English/Hindi language. Supporting documents and printed literature furnished by the Bidder may be in another language but the same also needs to be translated in English except Hindi.

2. Registration of Bidders on web portal and uploading of bid

- 2.1 The Bidder, who intends to participate in the e-tender called by Bihar State Text book Publishing Corporation Ltd. (BSTBPC Ltd.) has to register itself on the e-Procurement portal <https://www.eproc2.bihar.gov.in>.
- 2.2 PARTICIPATING IN THE BID IN THE E-PROCUREMENT PORTAL: The Bidder intending to participate in the bid is required to register in the Portal with information about the firm. This is a onetime activity for registering in Portal. During registration, the firm/Bidder has to attach a Digital Signature Certificate (DSC) to his / her unique user ID. The DSC used must be of appropriate class II or Class III digital certificate issued by a registered Certifying Authority, Government of India.
- 2.3 In case of Partnership Firm, majority of the partners have to authorize a specific individual through authority letter signed by majority of the partners of the firm.
- 2.4 In case of private limited company, public limited company, the Managing Director or any other person having designated authority to authorize a specific individual, has to authorize a specific individual through a authority letter/Board Resolution.
- 2.5 This authorized user shall be required to obtain a digital certificate.
- 2.6 The digital certificate issued to the authorized user of a partnership firm / private limited company/public limited company and used for online bidding will be considered as equivalent to a no-objection certificate / power of attorney to that user.
- 2.7 To log on to the portal the Bidder is required to type his/her username and password. The system checks the unique ID, password and DSC combination and authenticates the login process for use of portal.
- 2.8 The tender documents uploaded by the Tender Inviting Officer in the website <https://www.eproc2.bihar.gov.in>. Only a small notification will be published in the newspaper along with mention of the specific website for details. The publication of the tender will be for specific period of time till the last date of submission of bids as mentioned in the 'Invitation for Bid' after which the same will be removed from the list of Active tenders. Any Bidder can view or download the bid documents from the web site.
- 2.9 Cost of bidding document (non-refundable) is **Rs. 11,800/-** (Rupees. Eleven Thousand Eight hundred only), will be paid through online via electronic mode.
- 2.10 **Scan copy of required bid security (EMD) in the form of Bank Draft/BG issued by Nationalised Package Bank to be uploaded with the technical bid.**
- 2.11 Bids cannot be submitted after due date and time. The Bidder should ensure correctness of the bid prior to uploading and take print out of the system generated acknowledgement of submission to confirm successful uploading of bid. The bids cannot be opened before the due date and time of opening.
- 2.12 Each process in the e-procurement is time stamped and the system can detect the time of log in of each user including the Bidder.
- 2.13 The Bidder should ensure clarity/legibility of the document uploaded by him to the portal.
- 2.14 The Bidder should check the system generated confirmation acknowledgement on the status of the submission.
- 2.15 The Bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
- 2.16 For all purpose, the server time displayed in the e-Procurement portal shall be the time to be followed by all the users.

- 2.17 Bid can be submitted during the ONLINE BID SUBMISSION stage only using the digital certificate that is used to encrypt the data during the ONLINE BID PREPARATION.
- 2.18 The Tender Inviting Officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-procurement process.
- 2.19 SIGNING OF BID: The 'online Bidder' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness/ authenticity as per IT ACT 2000. If any of the information furnished by the Bidder is found to be false/fabricated/bogus, his EMD/Bid Security shall stand forfeited & his registration in the portal shall be Blocked and the Bidder may be liable to be blacklisted.
- 2.20 SECURITY OF BID SUBMISSION: All bid documents uploaded by the Bidder to the portal will be encrypted.
- 2.21 **RESUBMISSION AND WITHDRAWAL OF BIDS:**
- i) Resubmission of bid by the Bidders for any number of times before the final date and time of submission is allowed.
 - ii) Resubmission of bid shall require uploading of all documents including price bid afresh.
 - iii) If the Bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.
 - iv) If the Bidder wants to withdraw its bid, it will only do before the closing date. Once the bid is withdrawn, Bidder cannot participate in the tender.

3 Standard procedure to uploading bid:-

First download the Tender form Technical bid sheet & Financial Bid Sheet. Read all Terms & conditions carefully. Fill up Tender form & collect all required documents_

- 3.1 **For Technical Bid Form 'A'**
Scan all documents as per Technical tender information **Section-VI - Form "A"** separately. Scan & Upload all documents mentioned in Form "A" with same page in one PDF.
- 3.2 **For Financial Bid Form 'B'**
- 3.3 **The Bidders have to follow the guidelines given in ITB to fill up the Financial Bid only in online Eproc2 format. The format given in section "Financial Bid" (Section-XXIII- Form "B") is for reference and understanding of bidder only. Financial Bid, if filled and scanned and uploaded with Technical bid will be outright rejected.**
- 3.4 The Bidder must quote the price against per Diary/ School Readiness Workbook 'Chahak' in figures and in words at appropriate cell of online financial bid form.
- 3.5 For the quoted rate per **School Diary for Class-I to VIII (Category-'A' or School Readiness Workbook 'Chahak' for Class-I (Category-'B')** or both, will be inclusive of the cost of paper of the required specification text 80 GSM Natural Shade Maplitho paper smooth finish on both side i.e. Surface Sized with emblem of the paper mill imprinted as water mark & 220 GSM Indian Art Board as per technical specification (Section-V), correction, composing & designing (if required), CTP/CTCP, printing/ stitching/ binding, raw material used for printing, printing inks, packing, handling etc. and transportation upto Blocks HQ/Block Resource Centers (BRC) within Bihar against the awarded package as per Package of Requirements, all applicable taxes and duties, sundry expenses (foreseen or unforeseen) excluding Goods & Services Tax (GST). This shall be quoted in the online mode only. The rate should be **exclusive of GST**. However, the payment shall be made by

the BSTBPC Ltd. to the bidder after deducting TDS and other statutory deductions, if any, at the time of payments. GST will be paid as per Govt. Norms.

3.6 **If any bidder quotes rate without the possession of prescribed Nos./Size/Type of printing machines shall be liable for bid rejection.**

3.7 The rate should be quoted in figures as well as in words [e.g. Rs. 70.50 (Rs. Seventy & Paisa Fifty Only)].In case of any discrepancy between the two, the rate quoted in words shall prevail.

3.8 If the rates are quoted for more than two decimal places by the bidder, the rates upto two decimal places shall only be taken into consideration for finalization of the Financial Bid.

3.9 The price quoted by the Bidder shall be fixed for the entire period of contract and no price variation will be allowed on any account.

4 Bid Security (EMD)

4.1 All the bidder shall submit the Bid security (EMD) in the required form for the prescribed sum as mentioned in the Invitation For Bids (IFB) in Section-I.

4.2 The Bid security is required to protect the BSTBPC Ltd. against the risk of Bidder's conduct, which would warrant the forfeiture of Bid security.

4.3 The Bid security shall be in Indian Rupees and in form of Demand Draft/BG issued by the Nationalized/Scheduled bank located in India.

4.4 The Micro or Small scale units shall not be liable to deposit earnest money. Bidders which are registered micro/ small scale unit seeking exemption for payment of EMD should submit valid copy of "UDYAM RESTRATION CERTIFICATE" (along with Annexure) issued by the appropriate Micro Small and Medium Enterprises Dept.

4.5 Any Bid not secured by EMD, will be rejected by the BSTBPC Ltd. administration deemed as technically ineligible.

4.6 Bid security of the unsuccessful Bidders will be discharged/returned as promptly as possible.

4.7 The successful Bidder's Bid security will be discharged after the signing of the Contract and furnishing the Performance Security deposits pursuant to **Section-II Clause 15**

4.8 **The Bid security may be forfeited:**

(a) If a Bidder

(i) Withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form;

Or

(ii) Does not accept correction of errors Or

(iii) In case of a successful Bidder, if the Bidder fails:

(iv) To sign the Contract; or

(v) To furnish Performance Security in accordance with Section-II Clause-15 or

(vi) To furnish MOU for Paper Procurement (Pl. see Section-XVIII) between Bidder and Paper Mills.

5 Period of Validity of Bids

- 5.1 Bids shall remain valid for **120 days** from the date of Bid opening prescribed by the BSTBPC Ltd. A bid valid for a shorter period shall be rejected by the BSTBPC Ltd. as not technically eligible.
- 5.2 In exceptional circumstances, the BSTBPC Ltd. may solicit the Bidder's consent to an extension of the period of validity. The request by the BSTBPC Ltd. and the responses of Bidders thereto shall be made in writing. The Period of validity of the Bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security.
- 5.3 The quoted rate(s) shall remain valid for 01 (One) year from the date of issuance of Work Order.

6 Opening of Bids by the BSTBPC Ltd.

- 6.1 All the bids received within the specified time would be taken up to be opened by the Tender committee at the prescribed time mentioned through the mode as applicable.
- 6.2 Bidders or their authorized representatives, who choose to witness the opening of bids, would remain present during the opening of bids.
- 6.3 BSTBPC Ltd. reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

7 Clarification of Bids

During evaluation of Bids, the BSTBPC Ltd. may, at its discretion, ask the Bidder for a clarification of its Bid. The request for clarification and the response thereto shall be in writing and no change in substance of the Bid shall be sought, offered or permitted.

8 Preliminary Examination (technical eligibility) and Technical Evaluation

- 8.1 The BSTBPC Ltd. will examine the Bids to determine whether they are complete, properly signed and scanned and are arranged in order according to the sequence.
- 8.2 After the opening of Technical Bid Form 'A' the Tender committee members and authorized officials of BSTBPC Ltd. may go for site inspection of the setup at the Bidder's press. Only after the Bidder qualifies the technical eligibility and evaluation, the bidder will be technically qualified for the financial bid evaluation.
- 8.3 The BSTBPC Ltd. or his/her representative will have the right of site inspection of the Bidder's setup, anytime during the entire process of printing work Printing & Supply of School Diary for Class I to VIII/School Readiness Workbook 'Chahak' for Class-I and delivering at all concern Blocks HQ/BRCs within State of Bihar. Prior to the financial evaluation, the BSTBPC Ltd. will determine the technical eligibility and technical qualification of each Bid with reference to the Bid documents and criteria laid down for technical qualification. For the purpose of these Clauses, a technically eligible bid is one, which conforms to all the terms and conditions of the Bid documents without material deviations.

- 8.4 Tender Committee, if finds it necessary, may call all those Bidders found eligible after preliminary examination of the bids for presentation of their technical bid so that to get absolute clarity on the point of technical eligibility of the Bidders.
- 8.5 The BSTBPC Ltd. has discretion to waive any minor non-conformity or irregularity in a Bid, which does not constitute a material deviation, provided such waiver does not prejudice or affect any other Bidder.
- 8.6 Having evaluated the bids on the criteria of technical eligibility on the basis of the technical bids submitted by the Bidders and the presentation of the technical bid, if any, made by them, the tender committee will decide the bids which qualify the eligibility criteria.

9 Financial Evaluation

- 9.1 Only those bids which are technically qualified will be eligible for financial bid opening.
- 9.2 The online Financial Bids of the technically qualified Bidder will be opened by the Tender committee.
- 9.3 Bidders or their authorized representatives, who choose to witness the opening of financial bids, would remain present during the opening of bids.
- 9.4 All prospective bidders will have to quote rates strictly as per financial bid format only.
- 9.5 **The bidder(s) having Four Colour Sheet fed Offset Printing Machine 23”x36” or bigger size (one Unit) or Four Colour Sheet fed Offset Printing Machine 19”x25” or bigger size (Two Units) are eligible to quote rate for Category-‘A’. The bidder(s) having Four Colour Web Offset Printing Machine cut-off size 578 mm with quarter folder and Two Colour or more colours Sheet fed Offset Printing Machine 19”x25” or bigger size are eligible to quote rate for Category-‘B’. The bidders, if found, misrepresenting the facts as contained in Section-XVII, shall be summarily rejected at technical evaluation stage itself and the financial bid shall not be opened.**
- 9.6 The bidder who quotes the lowest rate per Diary/Worbook will be declared as L-1. Please refer financial bid format given in the bid document for reference.

10 Award of Contract:

- 10.1 For the purpose of award of contract for printing & supply of School Diary Class-I to VIII/ School Readiness Workbook ‘Chahak’ Bidders are requested to refer Section-V under Technical specification & Package of requirements. **Each successful L-1 bidder can be awarded with minimum one package or maximum two packages only.**
- 10.2 However, considering the stringent timeline requirement, if sufficient number of technically qualified bidders are available, the above minimum one package or maximum two can further be rationalized. The decision of MD, BSTBPC will be final and conclusive in this regard.
- 10.3 If more than one bidder accepts the offer to do the printing work of School Diary for Class I to VIII/School Readiness Workbook ‘Chahak’ for Class-I on approved L-1 rate, the printing work will be allotted in order of L-2, L-3, and so on, subject to fulfillment of other criteria, such as printing capacity etc.
- 10.4 In case the L-1 price is found unreasonable, the L-1 bidder may be asked for price justification and negotiation may be held with the L-1 bidder.

- 10.5 In case of tie between two or more bidders for deciding the L-1 rate, the L1 firm selection between them will be finalized by lottery.
- 10.6 With reference to above clauses, Contract will be awarded on the Lowest approved rate (L1). If a bidder fails to perform the contract, all his performance bank guarantee will be forfeited and the process for blacklisting of the firm may be initiated.
- 10.7 Apart from all above situation, MD, BSTBPC shall have sole discretion to distribute among other successful bidders at L-1 rate as per need, importance of the printing works and time constraints for Diary & Workbook. The decision of MD, BSTBPC will be final and conclusive in this regard.

11. BSTBPC right to vary Quantities at the Time of Award

- 11.1 At the time of Contract award, BSTBPC Ltd reserves the right to increase or decrease up to thirty (30) percent the quantity of School Diary/ School Readiness Workbook 'Chahak' and delivery thereof as originally specified in the Packages of Requirements without any change in unit price or other terms and conditions. No time limits extensions would be allowed for supply, if quantity would be increased at the time of work order. The decision of MD, BSTBPC will be final and conclusive in this regard.

12. Notification of Award

- 12.1 **The BSTBPC Ltd. will notify the successful Bidder/s Award/LOI in writing / email that its Bid has been accepted.**
- 12.2 Upon furnishing of performance security pursuant to ITB by the successful Bidder/s, the BSTBPC Ltd. will promptly notify each successful Bidder and will discharge its Bid security after signing of contract agreement, pursuant to ITB.

13. Warranty of Quality:

- 13.1 The Printer warrants that the Textbooks made available under this Contract are new, unused, and are manufactured in strict conformity with the standards of the Technical Specifications. The Printer further warrants that the School Diary for Class- I to VIII/ School Readiness Workbook 'Chahak' for Class-I shall have no defect arising from design, materials or workmanship or from any act or omission by the Printer. The Printer also warrants that the School Diary for Class- I to VIII/ School Readiness Workbook 'Chahak' for Class-I and related materials will have Six months life under general use. In no case shall the quality of the School Diary/ School Readiness Workbook 'Chahak' be less than that of the dummies/specimens and samples submitted for technical evaluation.
- 13.2 The BSTBPC Ltd shall promptly notify the Printer in writing of any claims arising under this clause.
- 13.3 Upon receipt of such notice, the Printer shall, on its own costs and within the period specified in SCC and with all reasonable speed, repair or replace the defective School Diary/ School Readiness Workbook 'Chahak', without any cost to the BSTBPC Ltd.
- 13.4 If the Printer, having been notified, fails to remove the defect(s), the BSTBPC Ltd may proceed to take such remedial action as may be necessary, at the Printer's risk and expense and without prejudice to any other rights which the BSTBPC Ltd may have against the Printer under the Contract.

14. Signing of Contract

- 14.1 The successful Bidder, on receipt of award shall submit the required **Performance Security, amounting to 5% of the Contract value**, GST Registration Certificate of GST Department

of Bihar & Photocopy of MOU with Paper Mill for procurement of Inner pages & Cover Paper (Pl. see Section-XVIII) and execute an agreement within 5 (Five) days of award/Letter of Intent (Lol) in the prescribed form (Section-VIII).

14.2 If the bidder fails to execute the agreement and fails to furnish the performance guarantee as above, the bid security shall be forfeited and the printer may also be blacklisted and debarred from participation in future bids.

14.3 The agreement shall be executed by the successful bidder at Patna on non-judicial stamp paper of Rs. 1000/- and the successful bidder shall bear all legal expenses of execution of the agreement.

15 Performance Security

15.1 Within 5 (Five) days from the day of award/Lol the receipt of notification of award/ Letter of Intent (Lol) from the BSTBPC Ltd., the successful Bidder shall furnish the required performance security @ 5% of total contract value in accordance with the General Conditions of Contract, in the Performance Security Form (**Section-IX**) provided in the Bid documents or in another form acceptable to the BSTBPC Ltd.

15.2 Failure of the successful Bidder to comply with the requirement of performance security, shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security.

16. Dispute Resolution: -

16.1 The bids and any contract resulting there from shall be governed by and construed according to the Indian Laws.

16.2 All settlement of disputes or differences whatsoever, arising between the parties out of or in connection to the construction, meaning and operation or effect of this Offer or in the discharge of any obligation arising under this Offer (whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between Department and the vendor's representative.

16.3 In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then the same shall be resolved as follows:

16.3.1 **Conciliation:** - All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be first settled by way of conciliation and failing which, by way of arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.

16.3.2 The dispute shall be first referred to the Development Commissioner for conciliation who shall conduct conciliation proceedings which will be held at Patna, Bihar.

16.3.3 **Arbitration:** - In case the conciliation proceedings fail, the dispute shall be referred to the arbitration as per the Arbitration Act 1996 with all its subsequent amendments.

16.3.4 All legal disputes will come under the sole jurisdiction of Patna, Bihar. The venue of the arbitration shall be Patna.

16.4 The Arbitral award shall be final and binding on both the parties.

16.5 Work under the contract shall be continued by the vendor during the arbitration

proceedings unless otherwise directed in writing by the Department unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Same as those which are otherwise explicitly provided in the contract, no payment due, or payable by the Department, to the vendor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.

17 Fraud or Corrupt Practices: -

- 17.1 The Bidders shall observe the highest standard of ethics during the Bidding Process and subsequent to the issue of the Letter of Intent (LOI)/Work Order (WO) and during the subsistence of the Agreement. Notwithstanding anything to the contrary contained in this RFP, or in LOI/WO or the Agreement, the Department may reject a bid, withdraw the LOI/WO, debar the bidder for a period of one year from participating in the future projects of the Department or terminate the Agreement, as the case may be without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices. In such an event, the Department shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security as mutually agreed genuine pre- estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Bidders Proposal.
- 17.2 Without prejudice to the rights of the Department under Clause above and the rights and remedies which the Department may have under the LOI /WO or the Agreement, if a Bidder, is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOI /WO or the execution of the Agreement, such Bidder shall not be eligible to participate in any tender or RFP issued by Department during a period of 1(one)year from the date such Bidder is found by the Department to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 17.3 For the purposes of this Section, the following terms shall have the meaning here in after respectively assigned to them:
- 17.3.1 “**Corrupt practice**” means the offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of tendering and execution of the project.
- 17.3.2 “**Fraudulent practice**” means aim is representation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process.
- 17.3.3 “**Coercive practice**” means impairing or harming or threatening to impairer harm, directly or indirectly, any persons or property to influence any person participation or action in the Selection Process.
- 17.3.4 “**Undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by Department with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- 17.3.5 “**Restrictive practice**” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection process.

18 Termination & Blacklisting:

- 18.1 The Department may terminate this Agreement and Blacklist/Debar the vendor, in case of occurrence of any of the events specified below. In the event of such an occurrence, the Department may give not less than 30 days written notice of termination to the Vendor.
- a. If the vendor is in material breach of its obligations pursuant to this Agreement and has not remedied the same within 30 days.
 - b. If the vendor becomes bankrupt, insolvent or goes into compulsory liquidation
 - c. If the vendor, in the judgement of the Department, has engaged in corrupt or fraudulent practices in competing for or in executing the contract
 - d. If the vendor submits to the Department a false statement which has material effect on the rights, obligations, or interests of the Department.
 - e. If the vendor places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the Department.
 - f. If the vendor fails to provide quality services as envisaged under this Agreement.
 - g. Serious discrepancy and delay in the delivery of services or the performance levels agreed upon, which might have an impact on the functioning of the Department.
 - h. Failure of the vendor mobilize manpower, follow local laws, clumsy execution of work, and total disregard to public safety and its own employees.
 - i. Failure to abide by any lawful directions of the Department.

Note: - Blacklisting/Debarment of the vendor shall be natural consequence of the termination. The Blacklisting/Debarment shall be for such a period as may be specified by the Department. Provided that before placing the vendor in the blacklist, with or without the termination of the contract, the Department shall issue a notice given 15 days of time to the vendor.

19 Penalties: -

The Department may impose a suitable penalty on the vendor for the failure of such activities as mentioned above. Such penalties shall be deducted from the pending bills/bank guarantee of the vendor. However, the Department shall issue a notice given 15 days of time to the vendor before imposing such penalty.

20 Termination Payments: -

These payments shall mean the amount of payment by either party to the other party upon termination. Upon termination of the contract, the Department may encash and appropriate the performance security/bank guarantee etc. The Department may clear outstanding dues of the second party out of such encashment and/or from the pending bills of the second party. After clearing such liabilities, any valid dues of the second party may be paid thereafter.

21 Blacklisting without termination: -

The Department may blacklist the vendor without terminating the contract for any of the failures or acts of commissions or omissions under this Agreement.

22 Foreclosure with Mutual consent: -

- a) Without prejudices to any provisions of this agreement, the Department and the vendor may foreclose this agreement by mutual consent in circumstances which does not constitute either party's default without any liability or consequential future liability for either party.
- b) Should a Party intend to foreclose this Agreement by mutual consent, the intending Party shall issue a notice to the other Party and upon issuance of such notice, the other Party may within 15 days

from receipt of such notice either agree to such foreclosure or raise objection(s) to the same by intimating either of the two possible positions to the intending Party in writing.

- c) In either case of the other Party agreeing to the proposed foreclosure or otherwise, the Parties may negotiate the proposed foreclosure and sign a Supplementary Agreement for foreclosure to the main Contract Agreement within 30 (thirty) days of the date agreeing by both Parties. Foreclosure shall not come into effect unless and otherwise Supplementary Agreement is signed.
- d) Any attempt or endeavour for foreclosure by mutual agreement shall be without prejudice to the rights and obligations of the Parties herein and the factum of such an attempt or exercise shall not stop either of the Parties from discharging their contractual obligations under this Agreement.
- e) For the avoidance of doubt, it is clarified that such foreclosure will be without prejudice to the Vendor and shall not affect the Vendor in any way if it wishes to bid in future projects of the Department.

23 Transition and Exit Plan:

The vendor shall ensure that the transition is smooth in case the contract is terminated or foreclosed with mutual consent. In addition to the cancellation of contract, the Department reserves the right to charge appropriate penalties and liquidated damages from the selected agency. Further: -

23.1 All risks during transition stage shall be properly documented to ensure smooth transition without any service disruption.

The transition plan along with the period shall be mutually agreed between the vendor and the Department when the situation occurs. Vendor shall be released from the project once successful transition is done meeting the parameters defined for the successful transition

24. Force Majeure

24.1 Notwithstanding the provisions of GCC Clauses 15.2, the Printer shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

24.2 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Printer and not involving the Printer's fault or negligence and not foreseeable.

24.3 Such events may include, but are not limited to, the acts of the BSTBPC Ltd. either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Printer shall promptly notify the BSTBPC in writing of such conditions and the cause thereof. Unless otherwise directed by the BSTBPC Ltd in writing, the Printer shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION III:
GENERAL CONDITIONS OF CONTRACT
(GCC)

GENERAL CONDITIONS OF CONTRACT (GCC)**1. Standards**

The Printing & Supply of School Diary for Class- I to VIII/ School Readiness Workbook 'Chahak' for Class-I and delivering at all concern Blocks HQ/BRCs within State of Bihar, printed under this Contract shall conform to the standards mentioned in the Technical Specifications mentioned in **Section V**.

2. Performance Security

- 2.1 Within **5 (Five) days** from the day of award/receipt of Lol of the notification of contract award, the bidder shall furnish Performance Security.
- 2.2 The proceeds of the performance security shall be payable to the BSTBPC Ltd. as compensation for any loss resulting from the bidder's failure to complete its obligations under the Contract.
- 2.3 The Performance Security shall be denominated in Indian Rupees and shall be in the form of Bank Guarantee valid for one year or Demand Draft issued by nationalized/ scheduled bank located in India, in the form provided in the Bid documents
- 2.4 The Performance Security will be discharged by the BSTBPC Ltd. and returned to the Printer after successful completion of the Contract and work orders.

3. Printing Ink Quality: - The ink to be used in printing of BSTBPC Ltd. School Diary/ School Workbook 'Chahak' should bear the following qualities: -

- a) The ink should be of a good quality having sufficient quantity of finely grind pigments.
- b) The ink should be adequately viscous to fully transfer and stick on paper but should not fully penetrate in the paper reflecting "See Through".
- c) The ink should have good drying quality particularly on smooth or glaze paper to avoid "Set off".
- d) The ink should not be so tacky to snatch/pick up the paper or coating on paper while printing.
- e) The selection of the set of printing of ink should be made taking into account the shade of paper and the nature of illustration used in the books.

4. Imposition of Pages and Printing Quality: - While imposing the pages particularly the preliminary pages, the chapter opening pages and finally printing the book, the following point should have to be strictly followed.

- i) Perfect registration of colours should be maintained throughout while printing the job.
- ii) There should be controlled release of ink as per requirement of job to avoid "See through" and uneven inking.
- iii) There should be uniform/even inking throughout the book without patches of over/under inking and fluff traces/spots.
- iv) There should be no roller marks in shape of lighter/heavier colour strips on solid or screen grounds visible when printed.
- v) There should be no "Set off" and or any scum and or any spot neither within the image area nor on the non-image area of any page of the book or on cover of the book, whether printed on single side or on both the sides.
- vi) There should be no variation in any shades throughout the Diary.
- vii) The printer shall have to carry out the composing & corrections, if directed, at his own cost.

5. Binding Quality

- a) The folding of forms should be done in such a manner that the folio numbers on even pages (given either on top or at bottom of the page) fall exactly on the page having odd numbers on the other side.
- b) Before folding the forms it should be ensured that no such form is folded which is torn or has spots, scum and or is not perfect in printing.

- c) While gathering the forms it should be ensured that only one form from each pile of forms, (arranged in sequence) is lifted/gathered, so that no double or extra form of the same number is found in the Diary/Workbook or no form is found missing in sequence.
- d) After gathering the sets of forms of the Diary it should be pressed properly to form a firm crease and get compact to facilitate the binding.
- e) The School Diary to be side stitched & School Readiness Workbook 'Chahak' to be centre stitched should have two wire staples of appropriate gauge (suited to the bulk of the Diary/workbook) and length to hold all the Sections of the Diary/Workbook firmly.
- f) While side-stitching the School Diary, the two staples should be put (leaving equal space at the head and tail of the book after trimming) leaving 4-6 millimeters space (depending on thickness of the School Diary) from the spine edge before properly creased cover is drawn on.
- g) The two staples in the centrally stitched books should be done exactly on the folds of the cover and folded forms leaving equal space at the head and tail side of the book after trimming.
- h) Before drawing on the cover on the side stitched Diary, all the covers should be properly creased at the two edges of the spine and also on 1st and 4th cover leaving 6-8 millimeters space (depending on size of the Diary) from the spine edge to facilitate proper opening of the cover of the book.
- i) In Side Stitched Diary drawing on of cover and applying of glue on spine should be done on perfect binding machine. The glue applied on the spine of the Diary should be of a good quality and adhere with the spine firmly to sustain frequent opening of the Diary and seasonal effects leaving no possibility of separation of covers or any leaf of the Diary.
- j) All the three sides of the books, to its full thickness should be trimmed smoothly at right angle. Each Diary/Workbook should be trimmed in the exact size pursuant to Section-V of Technical Specification.

6. Inspections and Tests

- 6.1 The BSTBPC Ltd. or its representative shall have the right to inspect and/or to test 'Diary for Class-I to VIII' & School Workbook 'Chahak' to confirm their conformity to the Contract Specifications.
- 6.2 The BSTBPC Ltd. right to inspect test and, where necessary, reject the materials shall in no way be limited or waived by reason of the Printing (with paper) 'School Diary' for Class-I to VIII" & School Workbook 'Chahak' Class-I and delivering at all the concerned Blocks HQ/BRCs of Bihar having previously been inspected, tested and passed by the BSTBPC Ltd. or its representative prior to the transportation.
- 6.3 **05 (five) copies of School Diary / School Readiness Workbook 'Chahak' shall be presented to the BSTBPC Ltd., for approval before final dispatch to the destination-points without prejudice to any claim for extension of time for delivery.**
- 6.4 BSTBPC Ltd shall carry out the inspection of press facilities of the bidders having their setup outside the state of Bihar. The inspection shall be done for all those bidders having successful in financial bid.

7. Delivery

7.1 Delivery at the destination points should be strictly completed **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later**. The delivery of School Diary for Class- I to VIII/ School Readiness Workbook 'Chahak' for Class-I has to be done in package(s) manner.

7.2 Time is the essence of this contract. The time period has to be strictly followed by the bidder at any cost. No negligence should be shown on the ground of delay at any cost.

Note: The supplier should strictly adhere to the time schedule specified above as it is a time bound requirement. In the event of delay/ non supply as per requirement, MD, BSTBPC Ltd. reserves the right to terminate the contract at any time without assigning any reasons thereof and the supplier cannot claim any compensation in this respect.

8. Payment

8.1 Package-wise Tax Invoice will have to be raised. The Tax invoice can be raised only after satisfactory completion of whole of the assignment of a particular Package.

8.2 The 90% payment shall be made within 7 days against submission of tax invoice (SGST+CGST). The tax invoice must be supported with computer generated Delivery Challans in original with receiver's seal, Date, Signature of concerned Block Education Officer or his authorized officer along with Certificate of Procurement of Paper (PI see Section-XIX). Computerized supply chain portal shall be made accessible to the printers and BRCs as well. The computerized challan shall be generated by the printer through the portal and same challan to be counter verified at BRC end after delivery of consignment. The scanned copy of counter verified challan by BRC to be uploaded on the portal confirming to completion of Supply & delivery chain cycle.

8.3 Failure to comply the above will lead to withholding of the payments. BSTBPC Ltd will make 90% of the Invoice payment after the verification/ matching of the original challans submitted by the printer. While balance 10% of the payment will be made after receipt of paper quality testing report from Central Pulp and Paper Research Institute, Saharanpur, UP or any other Govt. paper testing laboratory or NABL approved laboratory and after necessary random sample book size verifications & deducting penalties (if any).

8.4 Following list of documents shall be required at the time of raising invoice:-

- (a) Certificate of procurement of paper (Form Section-XIX)
- (b) Text paper/Cover Paper purchase e-tax Invoice with e-way bills issued for supply of paper from Mills (Referring to Section-XVIII)
- (c) Paper Testing report generated during manufacturing of paper from Concerned Paper Mill.
- (d) Acknowledgment Copy of Original Computer generated challan receipt signed by BEO/ DPO SSA or his authorized recipients with seal and E-way bills.

In case of non submission of any documents as listed above results in non processing of the submitted invoice of the bidder.

8.5 Mandatory deduction (TDS etc.) as applicable will be made besides other penal deductions if any imposed on the printer, shall be recovered from the bills under the contract.

8.6 Payment shall be made in Indian Rupees.

9. Prices:

Prices charged by the Printer for the aforesaid work under the Contract shall not vary from the prices approved under the contract. The School diary/ School Readiness Workbook 'Chahak' pages may increase or decrease upto thirty percent for which the proportionate payment shall be made.

10. Assignment:

The Printer shall not assign/ sublet, any part of its obligations to print and supply the School Diary/ School Readiness Workbook 'Chahak' under the Contract to any other printer. Under force majeure condition/ breakdown of equipment(s), the bidder may assign part of its obligation to print School Diary/School Workbook 'Chahak' is being assigned to any other printers. In this situation a prior written information to BSTBPC Ltd. and written permission required from the BSTBPC Ltd. will be essential. This shall not relieve the bidder from any liability or obligation under the contract.

11. PENALTY:

A. PENALTY FOR DELAY IN DELIVERY

Timely distribution/availability of 'School Diary for Class-I to VIII'/ School Readiness Workbook 'Chahak' for Class-I is mandatory. Penalty would be imposed for delayed supply. In case of extension in the delivery period with Liquidated Damages, the recovery shall be made on the basis of following percentage which the bidder has been awarded in a package.

(i) Delay up to ten days from the prescribed delivery period within 15 th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later.	NIL
(ii) Delay from 11 th day to 16 th day of the prescribed delivery period.	@ 0.25% per day of total default contract.
(iii) Delay from 17 th day to 22 nd day of the prescribed delivery period.	@ 0.50% per day of total default contract.
(iv) Delay from 23 rd days onward of the prescribed delivery period.	@ 1.00% per day till total default contract reaches to 10% total contract value of a package.

However, the maximum penalty that can be imposed for delay in delivery will be restricted to 10% of the total work order value of a Package. If penalty reaches to 10% then the contract may be terminated apart from forfeiture of performance guarantee and other penal actions like debar/blacklisting may also be initiated.

b) On just and sufficient reason, the MD BSTBPC Ltd may either waive or reduce the above penalties and also extend the delivery period.

B PENALTY FOR QUALITY DEVIATIONS (NEGATIVE) BEYOND TOLERANCE LIMITS:

Penalty for deviation in the quality of Inner page Paper of Diary/ School Readiness Workbook 'Chahak'

Sl. No	Property	Specification	Penalty
1	Substance	80 GSM	For a reduction of every 1 GSM in paper, a penalty @ 1% of the contract value shall apply upto maximum of 2% of contract value of a Package. If the GSM value is found below 78 GSM then contract termination shall be initiated and the bidder shall be required to reverse all stock of Diary/ School Readiness Workbook 'Chahak' and no payment shall be made against any bill.

3	Brightness	87 Minimum	For a reduction of every 1 unit in brightness, penalty @ 1% of the contract value shall apply upto maximum of 2% of contract value of a Package. If the brightness value is found below 85% then contract termination shall be initiated and the bidder shall be required to reverse all stock of Diary/ School Readiness Workbook 'Chahak' and no payment shall be made against any bill.
4	Opacity	85 Minimum	Reduction beyond 83 opacity, a penalty @ 1% of the contract value shall be deducted.
5	Smoothness	Max 300	For each 5 units negative deviation 1% of the contract value to be deducted to maximum of 10 units.

Penalty for deviation in 220 GSM Art Board of Cover paper

Sl.No	Property	Specification	Penalty percentage on total order value
1	Gloss	75% Minimum	Each 5 unit reduction up to 10 units i.e up to 65%, 1 % of the contract value.
4	Substance	220 GSM	For every 1% reduction in the GSM excluding tolerance provided a penalty @ 1% of the contract value shall apply upto maximum of 2% of contract value. If the GSM value is found below 215 GSM then contract termination shall be initiated and the bidder shall be required to reverse all stock of books and no payment shall be made against any bill.

Penalty for deviation in Printing Quality

Sl.No	Defect	Penalty
1	Miss registration with readability and understandable pictures	0.5% of the contract value of a Package.
2	Inking, Legibility, Offsetting, smudging, tilting, scumming, slur, ragged printing, non uniformity in ink	0.5% of the value of the lot

Penalty for deviation in Size of the book:

Sl.No	Defect	Penalty
1	The required School Diary size is 14.5 x 21 cms & School Readiness Workbook 'Chahak' size 21 x 27.5 cms. Any change in the size reduction will be quantified in to the reduction in total weight of the paper and the penalty will be charged accordingly. The maximum acceptable change is 1 mm. only. School Diary & School Workbook 'Chahak' which are beyond this limit will be categorically rejected.	Recover the cost of paper; Excess trimmed @ Rs. 140,000/- (Rupees One Lac Forty thousand only) per metric tone.

Note:

1. Any deviation over and above the tolerance limits is highly discouraged. However, under inevitable circumstances if the School Diary/School Readiness Workbook 'Chahak' are accepted with the deviations at the discretion of the BSTBPC Ltd, the above penalties will be levied.
2. Apart from such levies the BSTBPC Ltd. may also consider to blacklist such suppliers.
3. The BSTBPC Ltd. is the final authority to assess the deviations and their extent.

11 Taxes and Duties

Printer shall be entirely responsible for payment of all taxes duties, license fees, octroi, e-way bill, insurance etc., incurred until delivery to the destination-points (Concerned Districts in the State) excluding Goods & Services Tax (GST).

SECTION - IV
SPECIAL CONDITIONS OF CONTRACT
(SCC)

SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the General Conditions is indicated in parentheses.

1. Submission of Dummy/Proof

Within 2 (Two) days from the date of receipt for Notification of Award/LOI the Bidder will submit dummy/Proof of School Diary for Class-I to V/ School Diary for Class-VI to VIII/ School Readiness Workbook 'Chahak' for Class-I and get approvals from the concerned officer in charge in BSTBPC Ltd. or authorized official by BSTBPC Ltd.

2. Performance Security

- (i) **Within 5 (five) days from the date of receipt for Notification of Award/LOI to the printers, the Printer shall furnish Performance Security in the form of Bank Guarantee or Demand Draft from a nationalized /scheduled bank to the BSTBPC Ltd. for an amount of 5% (Five percent) of the contract value, valid up to 01 (One) year from the date of signing of the contract agreement.**
- (ii) Submission of forged Bank Guarantee shall lead to institution of Criminal Case as well as cancellation of contract and forfeit of the bid Security as well as blacklisting from the Corporation.

3. Inspection

The following inspection procedures are required by the BSTBPC Ltd.:

Sample of paper-

- 3.1 **For inner page** – 80 GSM SS Natural Shade Maplitho paper as per BIS specification 1848 (Part-1):2018 with latest amendments except brightness not less than 87% with Emblem of the paper mill imprinted as water mark of paper mill, so, that each page of every School Diary/ School Readiness Workbook 'Chahak' must be imprinted by watermark of the paper mill (See Section-V)
- 3.2 **For cover** – 220 GSM Indian Art Board as per BIS specification 4658:2019 with latest amendments.
- 3.3 The printer will intimate the BSTBPC Ltd before starting of printing. The samples of paper will be taken at the beginning and during the printing process for sending the same for testing by the BSTBPC Ltd.
- 3.4 Further, for testing of School Diary/ School Readiness Workbook 'Chahak' the sample will be randomly collected once, if the supply is completed for a Package and there will be one test for randomly selected sample.
- 3.5 The samples will be lifted in the presence of printer or his authorized representative (if the printer desires).

4. Job Allocation

As mentioned in Clause B-10 of eligibility criteria that the Bidder should furnish data to support the printing capacity to perform the contract and complete the supplies within the stipulated delivery period and Work in hand (as on date) of other organization with name on firm letter head. The declared printing capacity (Finished Goods) of the printer may be verified by the corporation before completion of technical evaluation (PI see Section-XX (i)/ Section-XX (ii).

SECTION - V
PACKAGE OF REQUIREMENT
(PACKAGE WISE & CLASSWISE)

SECTION-V**TECHNICAL SPECIFICATION & REQUIREMENTS FOR SCHOOL DIARY**

Following are the requirements as per the need of School Diary for Class I to VIII and delivering at all concern BLOCKs HQ/BRCs within State of Bihar.

CATEGORY-'A'

Sl. No..	Name of work	Finish Size of School Diary	Total No. of pages Text + cover in each Diary	Paper Specifications Inner Pages/ Cover	Binding type	Text Four colour & Cover four colour both side with Thermal Lamination 22 Micron	Total No. of School Diary for Class I to VIII (Aprox.) Package No. 1 to 10
1	2	3	4	5	6	7	8
1	School Diary Class-I to VIII	A/5 Size Finished size 14.5 x 21 cms	Inner page 128 pages + cover 4 pages total 132 pages	Inner pages 80 GSM Natural Shade Maplitho Paper Surface Sized with mill emblem water mark (Sheet) & Cover 220 GSM Indian Art Paper (Card)	Side Stitch with perfect binding	Text 4 col. & Cover 4 Col. With Thermal Lamination (22 micron)	12375007

CATEGORY-'A' PAPER CALCULATION CHART (Indicative)

Packages No.	School Diary Total Qty. for Class-I to VIII Package-wise	80 GSM Inner Paper Sheet Qty (Sheet size 61*86 cms) 4 Sheets per Diary	Total Ream required for Inner Paper (Reams of 500 Sheets) (without Printing wastage)	Total Ream required 220 GSM Cover Paper (Reams of 500 Sheets) sheet size 62x87 Cms (without Printing wastage)
1	2	3	4	5
Package-1	1681381	6725524	13451	420.35
Package-2	1568229	6272916	12546	392.06
Package-3	1431121	5724484	11449	357.78
Package-4	1386832	5547328	11095	346.71
Package-5	1257251	5029004	10058	314.31
Package-6	1182897	4731588	9463	295.72
Package-7	1181877	4727508	9455	295.47
Package-8	967706	3870824	7742	241.93
Package-9	927483	3709932	7420	231.87
Package-10	790230	3160920	6322	197.56
Grand Total	12375007	49500028	99000	3093.75

TECHNICAL SPECIFICATION & REQUIREMENTS FOR SCHOOL WORKBOOK 'CHAHAK'

Following are the requirements as per the need for Class-I students under School Readiness Program for academic year 2024-25 for first three months i.e. **April 2024 to June 2024 of School Workbook 'Chahak'** and delivering at all concern BLOCKs HQ/BRCs within State of Bihar.

CATEGORY-'B'

Sl. No..	Name of work	Finish Size of School Workbook 'Chahak'	Total No. of pages Text + cover in each Diary	Paper Specifications Inner Pages/ Cover	Binding type	Text Four colour & Cover four colour both side with Lamination	Total No. of School Diary for Class I to VIII (Approx.) Package No. 1 to 4
1	2	3	4	5	6	7	8
1	School Workbook 'Chahak' Class-I	A/4 Size Finished size 21 cms x 27.5 cms	Inner page 96 pages + cover 4 pages total 100 pages	Inner pages 80 GSM Natural Shade Maplitho Paper Surface Sized with mill emblem water mark (86 cm Reel & Cover 220 GSM Indian Art Paper (Card)	Centre Stitch	Text 4 col. & Cover 4 Col. With Lamination (10 micron)	1235302

CATEGORY-'B' PAPER CALCULATION CHART (Indicative)

Packages No.	School Workbook 'Chahak' Class-I Total Qty. for Class-I to VIII Package-wise	80 GSM Inner Paper Sheet Qty (Sheet size 57.8*86 cms) 6 sheets per workbook 'Chahak'	Inner Paper required (Reams of 500 Sheets) (without Printing wastage)	220 GSM Cover Paper (Reams of 500 Sheets) sheet size 58x87 Cms (without Printing wastage)
1	2	3	4	5
Package-1	316643	1899858	3800	158.32
Package-2	312373	1874238	3748	156.19
Package-3	303838	1823028	3646	151.92
Package-4	302448	1814688	3629	151.22
Grand Total	1235302	7411812	14824	617.65

Specifications for Printing, Binding, Packing and Supply of School Diary/School Readiness Workbook 'Chahak' with Cover & Inner page Paper

1	Ink colour for Text	CMYK colour ink of good quality to be used for Text matters. The BSTBPC Ltd. will provide Soft copy/ CD's/Manuscript of School Diary. The printer shall have to carry out the composing / Designing/ corrections, if directed, in the printing material at his own cost.
2	No. of colours for cover (School Diary)	(i) For outer side – Four Colour (CMYK) As per design prescribed by BSTBPC Ltd..
3	Type of size in which Text to be printed	As per Soft copy/CDs/Manuscript/Design provided to the printer or as per direction of BSTBPC Ltd.

4	Type of printing process for Cover & Inner page Printing	Four colour Sheet fed Offset Printing machine for (Category-'A') Four colour 578 mm cut-off Web offset Printing Machine & Two colour Sheet Fed Offset Printing Machine or more colours for (Category-'B')
5	Printing Plates	The plate making shall be done by CTP/CTCP method.
6	Packing of School Diary/ School Workbook 'Chahak'	50 (fifty) School Diary/School Readiness Workbook 'Chahak' in a Bundle with Cross Strapping. Put four bundles (4x1) in plastic chat bag (HDPP laminated) with the details of Class, District name, School Diary/Workbook 'Chahak', year 2024-25 & Printer,s Name will be marked with print on each bag and open side of bag stitched by bag closer machine.
7	Specification of binding	Diary Side stitched binding by wire at two places and Cover with 22 micron Thermal Lamination drawn by hot glue perfect binding machine/ Workbook 'Chahk' Centre Stitched. Note:- Stitching wire must be rustproof.
8	Printing Paper	<p>The bidders would ensure that the paper of specified quality and quantity will be procured in due time tentatively 09-02-2024 to 22-02-2024. The bidder will have to use cover & inner pages paper of one mill only in School Diary/ School Readiness Workbook 'Chahak'. If at any stage it is detected by or it comes to the notice of BSTBPC Ltd. that a bidder has used paper from any mill other than offer submitted by the paper mill(s) during bid, the contract would be terminated and Performance security would be forfeited. The affidavit (Pl. see Section-XVIII) from Paper mill(s) clearly confirming and certifying to supply in schedule time tentatively 09-02-2024 to 22-02-2024, the required quantity of printing paper, of prescribed technical specifications, under the Specifications for Printing, Binding, Packing and Inner and Cover Paper required for printing of School Diary/School Workbook 'Chahak' to the prospective bidder directly from the mills and e-invoice also will be raised to the bidder from Paper Mills only for 80 GSM Inner paper & 220 GSM Cover paper.</p> <p>Printing paper must be as per following specification:</p> <p>For Diary inner pages – 80 GSM Natural Shade Maplitho paper with emblem of the paper mill imprinted as water mark smooth finish on both side i.e. Surface Sized (For School Diary Class-I to VIII/ School Workbook 'Chahak' Class-I) as per BIS specification 1848 (Part-1):2018 with latest amendments except brightness not less than 87%.</p> <p>For cover – 220 GSM Indian Art Paper Board as per BIS specification 4658:2019 with latest amendment.</p> <p>Note: Paper shall be from reputed mills made out of primary fiber pulp, made in paper mill having integrated pulping facility and will be procured in Sheet for School Diary (sheet paper minimum size of 61 x 86 cms. for inner pages 80 GSM & 62 x 87 cms. for Cover 220 GSM)/ Paper in Reel for School Readiness Workbook 'Chahak' (minimum 86 cms reel width for Inner pages 80 GSM & sheet paper minimum size of 58 x 87 cms. For Cover 220 GSM). Usage of lesser size mention above Sheet/Reel is strictly not acceptable in any case.</p>
[36]		

		Paper Specifications :		
Sl. No.	Specifications	Inner page Paper 80 GSM SS Natural Shade Maplitho paper with mill water mark	Cover Paper For 220 GSM Indian Art Board	
1	Paper Grammage	80 GSM	220 GSM	
2	Tensile Index Nm/g(Min.)	CD-20 MD-30	-	
3	Brightness percent (Min.)	87	80	
4	Opacity percent (Min.)	85	80	
5	1 minute Cobb test (Max.) Average	25	25	
6	Double Fold (Min.)	CD – 10 MD – 15	CD – 10 MD – 15	
7	Wax Pick	No pick on 10 A	Min. 8A	
8	Smoothness (Bendtsen) ml/mm (Max.)	300	75	
9	Tear Index mN. m2/g (Min.)	CD-4.0 MD-3.5	CD-5.0 MD-4.0	
10	Gloss Percent (Min.)	-	45 (Glazed side only)	
9	Inspection	Inspection procedure is indicated in special conditions of contract.		
10	Delivery	The School Diary & School Workbook 'Chahak' are to be delivered at various destinations Blocks HQ/ (concerned Blocks/Block Resource Centres) in Bihar State within 15th March, 2024 or 40 days from the date of final aproval of dummy/proof whichever is later.		

Notes:

- The printer will submit photocopy of e-invoice & e-way bills raised directly by Paper Mills against supply of Inner pages paper 80 GSM & cover paper 220 GSM.
- For this purpose where considered necessary, samples of papers may be drawn and sent to Central Pulp and Paper Research Institute, Saharanpur, UP, Indian Institute of Technology Roorkee, or any other Govt. paper testing laboratory, NABL approved for carrying out the tests to confirm its adherence to the laid down specification. Laboratory testing charge will be borne by the Bidders.
- The printer would ensure that the paper of specified quality and quantity will be procured in due time tentatively **09-02-2024 to 22-02-2024**. The printer will have to use paper from one mill only. If at any stage it is detected by or it comes to the notice of BSTBPC Ltd that a printer has used paper from any mill other than as mentioned Section-XVIII, the contract would be rejected and performance security would be forfeited.
- No printer in any case will use the inner page and cover paper of any other mill/s other than the mill/s whose affidavit (Section-XVIII) were submitted by the bidder otherwise a very serious view by treating the matter under fraudulent practices will be taken.
- The trimmed size of the Printing of School Diary for Class-I to VIII/School Readiness Workbook 'Chahak' for Class-I should be exactly as per specification print order. If the Printing of 'School Diary for Class-I to VIII' & School Workbook 'Chahak' for Class-I printed are trimmed to sizes smaller than the prescribed size, the BSTBPC Ltd. shall recover the cost of paper; Excess trimmed @ Rs. 140,000/- (Rupees One Lac Forty thousand only) per metric tone.
- Bihar State Text Book Publishing Corporation Ltd. will provide to the Bidder CDs/softcopy or Manuscript/Design of aforesaid documents. After completion of the job, the Bidders will have to return the CDs/softcopy to Bihar State Text Book Publishing Corporation Ltd, Patna.

CATEGORY-'A'**Districtwise Schedule of Requirement of School Diary 2024-25 for Class-I to VIII (A/5 size)**

Package No.	Sl.	District Name	Class-I	Class-II	Class-III	Class-IV	Class-V	Class-VI	Class-VII	Class-VIII
			Diary	Diary	Diary	Diary	Diary	Diary	Diary	Diary
Package-1	1	Patna	41567	50056	59649	66779	66514	57699	53817	55204
	2	Purnea	45899	58824	71192	69849	64271	46904	45332	45073
	3	Saharsa	29350	31361	37559	41903	43943	38075	31130	30299
	4	Samastipur	47404	55428	66566	72824	75833	61551	60086	59440
		Total:	164220	195669	234966	251355	250561	204229	190365	190016
Package-2	1	Madhubani	54691	63739	74483	80024	81040	68162	68109	71396
	2	Munger	14833	16990	19706	21389	21198	17443	15885	16990
	3	Muzaffarpur	52603	62330	71023	79830	86769	72502	70312	68507
	4	Nalanda	30296	36860	40849	42482	41945	35235	34640	35968
		Total:	152423	179919	206061	223725	230952	193342	188946	192861
Package-3	1	Bhagalpur	36855	46661	53846	54224	48717	41267	43740	46132
	2	Darbhanga	41456	52370	59680	63341	65769	52660	52337	51718
	3	E. Champaran	60566	61217	74251	84383	97234	93435	83938	65324
		Total:	138877	160248	187777	201948	211720	187362	180015	163174
Package-4	1	Araria	47698	60135	65764	66335	66658	46022	43955	41225
	2	Aurangabad	35714	40514	43981	44410	45719	41726	41203	42187
	3	Banka	37329	35413	32145	31363	31421	32991	29851	27329
	4	Begusarai	33372	38792	42501	47958	54085	49166	45244	44626
		Total:	154113	174854	184391	190066	197883	169905	160253	155367
Package-5	1	Saran	39836	50975	59272	66277	66971	57575	54967	56257
	2	Sheohar	9198	8574	10867	12788	14640	12977	10711	9725
	3	Sitamarhi	39934	53462	66674	63492	62138	42892	47173	55279
	4	Siwan	27464	31395	35198	38899	38936	36444	36607	39654
		Total:	116432	144406	172011	181456	182685	149888	149458	160915
Package-6	1	Gaya	52109	57712	66324	70144	69524	55853	53265	52419
	2	Gopalganj	26005	30145	35173	39376	39268	31697	32066	34309
	3	Jamui	24688	28055	32040	33393	35310	29905	28976	29163
	4	Kaimur	21288	22938	26150	25930	27535	23893	23539	24705
		Total:	124090	138850	159687	168843	171637	141348	137846	140596
Package-7	1	Vaishali	31855	38481	46960	53114	53811	47515	45885	46029
	2	W. Champaran	53984	61292	68699	70742	69144	51076	49095	46825
	3	Supaul	37799	45301	50031	52682	48276	37909	36919	38453
		Total:	123638	145074	165690	176538	171231	136500	131899	131307
Package-8	1	Khagaria	27904	30830	35532	35818	34667	31667	28600	28506
	2	Kishanganj	28384	32272	37393	40186	40280	29930	27960	27112
	3	Lakhisarai	11073	13816	16081	18647	18123	17323	14306	15489
	4	Madhepura	33105	36484	45304	51413	49681	40295	35230	34295
		Total:	100466	113402	134310	146064	142751	119215	106096	105402
Package-9	1	Bhojpur	19383	35266	38513	39738	36188	32302	34706	35915
	2	Rohtas	28204	31973	37488	40956	41459	36972	34880	36690
	3	Sheikhpura	7480	10188	11813	12784	12304	9767	9587	9990
	4	Nawada	29644	34787	41259	41410	40612	33134	30211	31880
		Total:	84711	112214	129073	134888	130563	112175	109384	114475
Package-10	1	Katihar	41986	46306	57178	64744	64030	50738	44026	41924
	2	Buxar	13016	18578	24692	24494	25400	19914	19606	21332
	3	Jehanabad	12920	14186	16094	17319	16538	15246	15024	17627
	4	Arwal	8410	10094	10960	12146	13217	11109	10658	10718
		Total:	76332	89164	108924	118703	119185	97007	89314	91601

CATEGORY-'B'

**District wise Schedule of Requirement (A/4 Size)
School Readiness Workbook 'Chahak' for Class-I**

Package No.	Sl. No.	District Name	Class-I		Package-wise Total
			Hindi	Urdu	
Package-1	1	Patna	38456	3111	
	2	Purnea	28256	17643	
	3	Saharsa	26133	3217	
	4	Samastipur	45000	2404	
	5	Madhubani	48370	6321	
	6	Munger	14287	546	
	7	Muzaffarpur	48686	3917	
	8	Nalanda	29539	757	
		Total:	278727	37916	316643
Package-2	1	Bhagalpur	33822	3033	
	2	Darbhanga	36442	5014	
	3	E. Champaran	54947	5619	
	4	Araria	34927	12771	
	5	Aurangabad	33316	2398	
	6	Banka	34671	2658	
	7	Bhojpur	18200	1183	
	8	Begusarai	30336	3036	
		Total:	276661	35712	312373
Package-3	1	Saran	37347	2489	
	2	Sheohar	8226	972	
	3	Sitamarhi	36406	3528	
	4	Katihar	32727	9259	
	5	Siwan	25604	1860	
	6	Jehanabad	12044	876	
	7	Gaya	50066	2043	
	8	Arwal	7827	583	
	9	Gopalganj	23989	2016	
	10	Jamui	22932	1756	
	11	Kaimur	20040	1248	
		Total:	277208	26630	303838
Package-4	1	Vaishali	30147	1708	
	2	W. Champaran	50397	3587	
	3	Supaul	34316	3483	
	4	Khagaria	26396	1508	
	5	Rohtas	26390	1814	
	6	Nawada	27542	2102	
	7	Sheikhpura	7188	292	
	8	Kishanganj	10370	18014	
	9	Buxar	12742	274	
	10	Lakhisarai	10881	192	
	11	Madhepura	31662	1443	
		Total:	268031	34417	302448

TECHNICAL BID INFORMATION**FORM "A"**

The Bidder has to go through the Eligibility Criteria (**Section-II**) and other requirements mentioned in the bid documents and it is the Bidder's responsibility to provide all the information mentioned in the Proforma given below and any other information which is compulsory and required to be completed by the Bidder mentioned in any other section of the bid documents duly scanned and uploaded in the sequential manner. All fields are mandatory. **Failing to meet any of the under mentioned criteria will result in disqualification of the bidder for financial round of evaluation**

S.N.	Information/Document Description	Document uploaded online	Original document submitted(Y es/No)
1	Full name & address of the Bidder (with Telephone/Email ID/Mobile Number etc.) (Plz see Section-VII)		
2	Copy of Online receipt towards the cost of Bid Document for Rs.11800/-.		
3	Copy of printed challan of Tender processing Fee for Rs.590/-.		
4	Legal status, Place and date of Registration and principal place of business of the company or firm or association in line with clause B.1 of Eligibility Criteria .		
5	Self attested copies of average annual turnover of Rs. 30 lac during any three financial years i.e. (FY 2020-21, 2021-22 & 2022-23 related to printing work. Please refer to Clause B.2 of Section II: Eligibility criteria .		
6	Self attested copy of (i) PAN Card, (ii) income tax returns of three assessment years (AY 2021-22, 2022-23 & 2023-24). Please refer to Clause B.3 of Section II: Eligibility criteria .		
7	The bidder must provide GST Registration Certificate (FORM GST REG-06) showing the principal place of business and all the additional place(s) of business, as well as GST return of 2nd Quarter for the current FY 2023-24 or monthly return of November 2023. Note: Registration with the GST Department of Bihar would be compulsory for the Bidder, before any tax invoice payment. As GST (SGST+CGST) at applicable rate shall be paid/ reimburse by BSTBPC Ltd..." Section-XIV ". Please refer to Clause B.4 of Section II: Eligibility criteria .		
8	Self Attested copies showing the Bidder's successfully completed printing of 100000 (One lakh) Diary/books/textbooks in any one year during preceding three years i.e. 2020-21, 2021-22 & 2022-23..... Please refer to Clause B.5 of Section II: Eligibility criteria .		
9	The bidder should submit his financial standing in form of Credit Worthiness Certificate/Letter from Scheduled/ Nationalised Bank confirming the availability...." Section-XIII ". Please refer to Clause B.6 of Section II: Eligibility criteria .		
10	Self attested copies of valid of ISO:9001... Please refer to Clause B.7 of Section II: Eligibility criteria .		
11	Self attested copy of valid Factory License.... Please refer to Clause B.8 of Section II: Eligibility criteria .		
12	Electricity Bills and last payment receipts of last 3 months (September, October & November 2023)... Please refer to Clause B.9 of Section II: Eligibility criteria .		

S.N.	Information/Document Description	Document uploaded online	Original document submitted(Y es/No)
13	Furnish data to support the printing capacity per day to perform the contract and complete the supplies within the stipulated delivery period and Work in hand (as on date) of other organization with name on firm letter head as per format of Section-XX (i) for Category-‘A’/ Section-XX (ii) for Category-‘B’.....Please refer to Clause B.10 of Section II: Eligibility criteria.		
14	Authorization letter and undertaking of paper utilisation (Section-XII. Please refer to Clause B.11 of Section II: Eligibility criteria.		
15	EMD (Refundable): For Category-‘A’ Rs. 10,00,000/- (Rupees Ten Lacs only) & For Category-‘B’ Rs. 2,00,000/- (Rupees Two Lacs only) in the form of Demand Draft/BG issued by a Scheduled/Nationalised Bank in favour..... (Please refer to Clause B12 of Section II: Eligibility criteria)		
16	The bidder should operate the printing press facility along with storage space laid out in an area of minimum 5000 sqft and for which:... (Please refer to Clause B13 of Section II: Eligibility criteria)		
17	Affidavit / Declaration by the Bidder (Section-XI) sworn before Public Notary/Executive Magistrate after the date of publication of this tender.... Please refer to Clause B.14 of Section II: Eligibility criteria.		
18	CATEGORY-‘A’ The bidder must have the following facilities available in their Printing press along with the facility of Pre-Press, Press and Post-Press related modern printing provisions: I. Pre-Press: DTP with minimum one terminal along.....“ Section-XVII (i) ”.. Please refer to Clause B.15 of Section II: Eligibility criteria.		
19	CATEGORY-‘B’ The bidder must have the following facilities available in their Printing press along with the facility of Pre-Press, Press and Post-Press related modern printing provisions: I. Pre-Press: DTP with minimum one terminal.....“ Section-XVII (ii) ” Please refer to Clause B.16 of Section II: Eligibility criteria.		
20	Affidavit of Paper Mill(s) (Plz see Section-XVIII) clearly confirming and certifying to supply in schedule time, the required quantity of paper, of prescribed Technical Specifications (Pl see Section-V) 80 GSM Natural Shade Maplitho paper Surface Size with Emblem of the paper mill imprinted as water mark of paper mill & 220 GSM Indian Art Board. Affidavit “ Section-XVIII ”..... Please refer to Clause B.17 of Section II: Eligibility criteria.		

Signature of the authorized signatory
Full name & address of the Bidder

BID FORM

(On Letter Head of the firm)

To:

Date:2024.

The Managing Director,Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan, Budha Marg,
Patna-800 001**Subject: Printing (With Paper), Binding and Supply of School Diary for Class-I to VIII & School Readiness Workbook 'Chahak' for Class-I and delivery at all the concerned Blocks HQ/BRCs within State of Bihar as per delivery schedule time.**

Dear Sir,

I/We.....

.....am/are submitting herewith my/our bid for Printing (With Paper), Binding and Supply of 'School Diary' for Class-I to VIII/School Readiness Workbook 'Chahak' for Class-I and delivering at the concerned Blocks HQ/BRCs of Bihar. My/Our rates are quoted in the Price Bid Form which is part of Financial Bid.

We hereby mention our company credentials as below:-

1. Name of the Company and Address for communication:
2. Name of the Authorised person:
3. Email ID of the company:
4. Phone Number of the company:
5. Mobile Number of Authorised Person:
6. Website of the Company:

I/We declare that we have submitted my/our Financial Bid for the following Category-'A' or Category-'B' or both Category-'A' & Category-'B' as per our printing machine & capability. I am fully aware of the fact that in case of any misrepresentation/error in filling the following table or if left blank, my bid shall be summarily rejected at technical evaluation stage itself.

Sl. No.	Name of Work/Class	Type of Offset Printing Machine	Category	Declare Yes or NO
1	School Diary for Class-I to VIII	Four colour or more colours Sheet Fed Offset Printing Machine size 23'x36' or bigger size (One Unit) or Four colour or more colours Sheet Fed Offset Printing Machine size 19'x25' or bigger size (Two Units)	CATEGORY-'A' Pl. see SECTION-XVII (i)/ SECTION-XXIII	
2	School Readiness Workbook 'Chahak' for Class-I	Four colour Web Offset Printing Machine size 578 mm cut-off with Quarter folder (One Unit) and Two colour or more colours Sheet Fed Offset Printing Machine size 19'x25' or bigger size (One Units)	CATEGORY-'B' Pl. see SECTION-XVII (ii)/ SECTION-XXIII	

1. I/We have carefully read the conditions laid down for the bid and the contract and in case my /ours rates are approved and work is allotted to me/us, I/We hereby agree to abide by all of them. The conditions attached to the Bid form have been signed by me/us in token of their acceptance.
2. I/We hereby also agree to carry out faithfully, all other instructions from you which are not contrary to any of the terms and conditions of the contract, or which do not put me/us to any additional financial burden beyond what is implied by the terms of the contract.
3. I/We hereby solemnly declare that the information given by me/us in this letter and in the enclosures to the tender form is correct, and in case any information given by me/us is found to be incorrect, the Managing Director, Bihar State Text Book Publishing Corporation Ltd, Patna will have the right to forfeit the Bid Security deposited with my/our Bid herewith.

Yours faithfully,

(Signature of Proprietor /Partner / Director with
Rubber Seal of the Firm/Company)

CONTRACT / AGREEMENT FORM

THIS AGREEMENT made theday of....., 2024 between Bihar State Text Book Publishing Corporation Limited, Pathya Pustak Bhawan, Budha Marg, Patna-800 001 (hereinafter "the Corporation") of the one part and (Name of Printer) of (City of Printer) (hereinafter called "the Printer") of the other part.

WHEREAS the Corporation is desirous that certain services viz., (Brief Description of Services) and has accepted a bid by the Printer for the supply of School Diary/School Workbook 'Chahak' and services in the sum of (Contract Price in Words and Figures) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) N.I.T. and bid document will be treated as part of the agreement.
 - (b) the Bid Form and the Proforma for Price bid submitted by the Bidder;
 - (c) the Description of works ;
 - (d) the Terms & Conditions of Contract;
 - (e) the Corporation's Notification of Award.
3. In consideration of the payments to be made by the Corporation to the Printer as hereinafter mentioned, the Printer hereby covenants with the Corporation to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Corporation hereby covenants to pay the Printer in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the work and services which shall be supplied / provided by the Printer are as under:

SL. NO.	BRIEF DESCRIPTION OF SERVICES	PACKAGE NO.	QUANTITY TO BE SUPPLIED	PER DIARY/WORKBOOK PRICE	TOTAL CONTRACT PRICE	DELIVERY TERMS

TOTAL VALUE:

CATEGORY:

PACKAGE No.:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said (For the Corporation)

in the presence of:.....

Signed, Sealed and Delivered by the

said (For the Printer)

in the presence of:.....

PERFORMANCE SECURITY FORM

To:
The Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan,
Budha Marg,
Patna-800001

WHEREAS (Name of Printer)
hereinafter called "the Printer" has undertaken, in pursuance of Contract No.....
dated,.....2024 for Printing, Binding & Supply
of.....(Description of Books and Binding)
hereinafter called "the Contract".

AND WHEREAS it has been stipulated by you in the said Contract that the Printer shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Printer's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Printer a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Printer, up to a total of (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Printer to be in default under the Contract and without cavil or argument, any sum or sums within the limit of (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....2024

Signature and Seal of Guarantors
.....
Date.....2024

Address:
.....
.....

PROFORMA OF CHALLAN

(INDICATIVE)

(Name and address of the Bidder)

Work order No:.....

Challans no:

Date:

Name & Address.....

.....

Sl. No.	Name of the items ordered	No. of Diary/ Workbook 'Chahak' received	Date of Receiving	Remarks

Note:

- a. Challans will be printed in A4 Size only for maintaining the uniformity.

Signature of:
Representative of Supplier

Signature & stamp of:
Representative of B.E.O.

Full Name.....

Full Name.....

Date.....

Date.....

Mobile No:.....

Mobile No:.....

NOTE: All the selected Printers will be provided User credentials to operate Computerized Supply Chain Portal (CSCP) by the BSTBPC Ltd. The Printers shall generate the Delivery Challans through the (CSCP) only. The Acknowledgement by the BEO's through the (CSCP) application shall only be considered as confirmation of the Supply of School Diary. Necessary training and handholding will be provided to the bidder's personnel on using the (CSCP) application by BSTBPC Ltd.

Affidavit

DECLARATION BY BIDDER

Format for Affidavit certifying that Entity/Promoter(s) / Director(s)/Partner(s)/Members of Entity are not Blacklisted (On a Stamp Paper of INR 1000)

Affidavit

I, M/s....., (the names and addresses of the registered office) hereby certify and confirm that our organization or any of our promoter(s) / director(s)/partners/ proprietor/ Officials of Trust/Society are not blacklisted/debarred/convicted by any court of law for any criminal or civil offences/declared ineligible by BSTBPC Ltd or by any other entity of Central or State government or their undertakings or any local self-government body for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices or for any other reasons, as on date of submission of online bidding document.

And that we are hereby, declaring all ongoing litigations where our organization or any of our promoter(s) / director(s)/partners/ proprietor/ Officials of Trust/Society are involved in with any government agency/state/central department/PSU, and as mentioned below:

- 1.
- 2.
- 3.
- 4.

We further confirm that we are aware that, our Application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the contract period and the amounts paid till date shall stand forfeited or will be recovered without further intimation.

Dated this.....Day of. , 2024

Name of the Bidder/agency:

Signature of the Authorized Person:

Name of the Authorized Person:

Designation of the Authorized Person:

AUTHORITY LETTER
(Not mandatory in case of Proprietary Firms)

Certified that I/We..... director/partner of

M/s.....

Address.....

.....

hereby authorize to Sh.to sign the tender

documents on my / own behalf.

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place & Date

Credit Worthiness Certificate/ Letter Format

(On Bank's Letter Head)

REF NO:.....

DATE:.....

To

The Managing Director,
Bihar State Text Book Publishing Corporation Ltd.,
Pathya Pustak Bhawan,
Budha Marg,
Patna-800 001

This is to certify that to the best of our knowledge and information, M/s
.....(Bidders name
with complete address), a customer of our Bank, is capable of executing orders to the extent
of Rs.....(Rupees.....)

M/shas been our customer sinceto
date and has been granted the following limits, at present, against various facilities granted
by the Bank :

.....
.....

This certificate is issued without any guarantee, risk, or responsibility on behalf of the
Bank or any of its officials.

This certificate is issued at the specific request of the customer for participating in
BSTBPC / E-Tender/Printing & Supply/ 2021 Dt. 04-01.2024'

Yours faithfully,

(Bank Official's signature & stamp)

AFFIDAVIT of GST

I/We..... proprietor / director/ partner of

M/s.....Address.....

.....do hereby certify that I have filed the annual GST return of last Financial Year i.e.2022-23 & latest GST return for the month of November 2023/ 2nd Qrtly GST return of the year 2023-2024.

Further I/We Declare as follows:-

1. That No Amount of tax is due for payment, either of State or Central Government, with relate to service or goods supplied by me/us to the Bihar State Text Book Publishing Corporation at any point of time under the provisions of VAT Act/ Service Tax rules/ GST Act.
2. That If any liability occurs to me/us with respect to the provisions of VAT Act/ Service Tax rules/ GST Act. read with rules made there under, Notifications/ Circulars/ Orders etc. issued by the concerned department from time to time, shall be paid by me/us in accordance with provisions of VAT Act/ Service Tax rules/ GST Act/Rules/ Notifications/ Circulars/ Orders etc.
3. That Subject to Terms & Conditions of tender document, no amount of any indirect tax i.e. arising from VAT Act/ Service Tax rules/ GST Act shall be claimed or raised demand by me/us from the Bihar State Text Book Publishing Corporation relating to work executed to the Corporation by me/us pursuant to any previous tenders/work orders.
4. That Subject to Terms & Conditions of tender document, I/We shall not pursue any claim or raise any demand relating to indirect tax i.e. VAT Act/ Service Tax rules/ GST Act from the Bihar State Text Book Publishing Corporation, before any Authority/ Tribunal/ Court in India in regard to work executed in relation with previous tenders/work orders issued by the Corporation time to time, for which Invoice(s)/ Tax Invoice(s) have been submitted to the Corporation and payment received there from either in full or Part.
5. That I/We have read the contents of this declaration and fully understood the same.

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place & Date

SECTION-XV

Format for Statutory Auditor's Certificate for Financial Capability of the bidder

We have verified the Annual Accounts and other relevant records of M/s
..... (Name of the bidder) and
certify the following :-

					In Rs.
Sl. No	Particulars	2020-21	2021-22	2022-23	Total
1	Annual Turnover exclusively related to printing works only.				
2	Net Worth				

(Note: Any Three FYs shall be considered for the purpose of evaluation of eligibility criteria)

Signature and Seal of Statutory Auditor

Name Membership No

Address

UDIN No. & Date

Instructions:

For the purpose of this Certification:

1. The financial year would be the same as one normally followed by the bidder for its Annual Report.
2. The bidder shall provide the audited annual financial statements/ Tax audit report as required for this Tender document. Failure to do so would result in the Proposal being considered as non responsive.
3. For the purpose of this Tender document, Net Worth shall mean: Net Worth = Assets – Liabilities.
4. Experience (Financial Capability and Experience) of only the Bidder shall be considered. Experience of associate company/parent company/subsidiary company shall not be considered for qualification purposes.
5. Turnover and net worth of the bidder shall be certified by his statutory auditor who should mention his name, address and membership number. Turnover certificate shall be based on the audited accounts of the bidders, or based on the returns filed with the tax authority.

SECTION-XVI

**Format for Project Experience Certificate of Printing and Supply of Diary /Books/
Textbooks in Three Financial years i.e. 2020-21 to 2022-23**

Date

I/We M/s..... (Name of the Bidder) enclose the following certificates/Invoices in respect of completion of Diary/textbooks/books during previous 03 years concluding on 31st March 2023.

Sl. No.	Date of commencement of the project	Total number of books	Work Order/Invoice Reference and date	Contract Amount in Rs.

Note : Enclose Self attested copies of work Order(s) and work completion(s)/ Tax invoice(s)

Place & Date:

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

DECLARATION FOR PRINTING FACILITY(PI refer Section-II, B-16)*(Affidavit on on Non – judicial stamp paper of Rs.1000/- attested by notary public)***Category-‘A’**

I, M/s (the name and addresses of the registered office) hereby certify and confirm that we have the required facilities available in our Printing press located at, (address of the Printing press of all units)with the facility of Pre-Press, Press and Post-Press related modern printing provisions:

Sl. No.	Machinery / Other requirements Prescribed by the BSTBPC Ltd. for Category-‘A’	Minimum Machine Qty /Unit required	Qty / Unit Offered by Bidder	Company name	Year of make
1.	DTP with minimum one terminal along with A-4 size colour inkjet/ laser printer of 600 DPI or above with latest version of licensed software used in designing	One Unit			
2.	The bidders may satisfy at least one of the following conditions with respect to plate making capabilities i. Whether the bidder owns a CTP/CTPC unit. ii. Whether the bidder has consent from a 3 rd party having CTP/CTCTCP units for its use.	One Unit			
3.	Four Colour or more colours Sheet fed Offset Printing Machine 23"x36" or bigger size.	One Unit			
4.	Four Colour or more colours Sheet fed Offset Printing Machine 19"x25" or bigger size.	Two Units			
5.	Cutting machines of not less than 32" size Or one Three side trimming machine capable of trimming the Diary in the size of A/5 (14.5x21 cms)	One Unit			
6.	Automatic Paper folding machine	One Unit			
7.	Stitching Machine	Two Units			
8.	Perfect binding machine.	One Unit			
9.	Thermal Lamination Machine	One Unit			
10.	Strapping Machine.	One Unit			

We further confirm that we are aware that, our application for the captioned project would be liable for rejection in case it is found not having the aforementioned specification during the time of physical inspection of the Printing Press by the technical evaluation committee of Bihar State Textbook Publishing Corporation Limited, Patna (BSTBPC Ltd). Further, we understand that during the currency of the contract, the BSTBPC Ltd shall have the right to undertake random inspection of the facility and if found ineligible then contract stands cancelled and amount paid till date shall be forfeited without further intimation.

Name of the Bidder/agency:

Signature of the Authorized Person:

Name of the Authorized Person:

Designation of the Authorized Person:

DECLARATION FOR PRINTING FACILITY(PI refer Section-II, B-17)

(Affidavit on on Non – judicial stamp paper of Rs.1000/- attested by notary public)

Category-‘B’

I, M/s (the name and addresses of the registered office) hereby certify and confirm that we have the required facilities available in our Printing press located at, (address of the Printing press of all units)with the facility of Pre-Press, Press and Post-Press related modern printing provisions:

Sl. No.	Machinery / Other requirements Prescribed by the BSTBPC Ltd. for Category-‘B’	Minimum Machine Qty /Unit required	Qty / Unit Offered by Bidder	Company name	Year of make
1.	DTP with minimum one terminal along with A-4 size colour inkjet/ laser printer of 600 DPI or above with latest version of licensed software used in designing	One Unit			
2.	The bidders may satisfy at least one of the following conditions with respect to plate making capabilities i. Whether the bidder owns a CTP/CTPC unit. ii. Whether the bidder has consent from a 3 rd party having CTP/CTCTCP units for its use.	One Unit			
3.	Four Colour Web Offset Printing Machine cut-off size 578 mm with quarter folder	One Unit			
4.	Two Colour or more colours Sheet fed Offset Printing Machine 19"x25" or bigger size.	One Unit			
5.	Cutting machines of not less than 32" size Or one Three side trimming machine capable of trimming the ‘Chahak’ workbook in the size of A/4 (21x27.5 cms)	One Unit			
6.	Stitching Machine	One Unit			
7.	Lamination Machine	One Unit			
8.	Strapping Machine.	One Unit			

We further confirm that we are aware that, our application for the captioned project would be liable for rejection in case it is found not having the aforementioned specification during the time of physical inspection of the Printing Press by the technical evaluation committee of Bihar State Textbook Publishing Corporation Limited, Patna (BSTBPC Ltd). Further, we understand that during the currency of the contract, the BSTBPC Ltd shall have the right to undertake random inspection of the facility and if found ineligible then contract stands cancelled and amount paid till date shall be forfeited without further intimation.

Name of the Bidder/agency:

Signature of the Authorized Person:

Name of the Authorized Person:

Designation of the Authorized Person:

AFFIDAVIT FROM PAPER MILL

(On non judicial stamp paper of Rs1000/-)

I/wedo hereby declare that I/we are proprietor/ partner/ director/Authorised person of the firm bearing firm GST Number....., engaged into the production of Paper having production / manufacturing unit at

- a. I/we have read and understood the application form submitted by the prospective bidder and thus declaration is being made carefully and I/we declare to abide the same.
- b. That M/s _____ (Name and address of the Bidder) have desired to procure 80 GSM Natural Shade Maplitho paper with emblem of the paper mill imprinted as water mark, smooth finish on both side i.e. Surface Sized for Printing & Supply of School Diary for Class I to VIII/School Readiness Workbook 'Chahak' Class-I This is to confirm that we can supply aforesaid paper in schedule time tentatively **09-02-2024 to 22-02-2024** the required quantity of paper, of prescribed technical specifications mentioned in the bid document of e-Tender no. BSTBPC / E-Tender/ Printing & Supply/ 2021/, dt.03/01/2024 of Bihar State Text Book Corporation Ltd.
- c. That I/We will supply 80 GSM Natural Shade Maplitho paper conforming to BIS specification 1848:2018 (Part 1) with latest amendments except brightness not less than 87%, having emblem of the paper mill imprinted as water mark smooth finish on both side i.e. Surface Sized for Printing & Supply of School Diary for Class I to VIII/School Readiness Workbook 'Chahak' for Class-I for **Inner/Text paper**.
- d. That I/We will supply 220 GSM Indian art Board to BIS specification 4658:2019 with latest amendment for **Cover paper**.
- e. That we are reputed paper mill. Paper made out of primary fiber pulp, made in paper mill having intergrated pulping facility and will be supply in Sheet for School Diary (sheet paper minimum size of 61 x 86 cms. for inner pages 80 GSM & 62 x 87 cms. for Cover 220 GSM)/ Paper in Reel for School Workbook 'Chahak' (minimum 86 cms reel width for Inner pages 80 GSM & sheet paper minimum size of 58 x 87 cms. For Cover 220 GSM). We will not deviate from the specification of paper as mentioned in the bid document.
- f. That we undertake that in case the bidder is awarded the contract for Printing & Supply of School Diary for Class I to VIII/School Readiness Workbook 'Chahak' for Class-I we will execute an MOU as mutually agreed between us specifying the supply terms & conditions and submit a copy of the same to Bihar State Text Book Corporation Ltd.

Deponent

VERIFICATION

I/We do hereby verify that the contents of Para a to f of the declaration made by we/us are correct and believed to be true. Hence I/We have verified and signed on the day of2024 at.....

Deponent

SECTION-XIX

(THIS CERTIFICATE SHOULD BE PRINTED IN MILL'S LETTER HEAD ONLY)
(Bidder to fill this document while billing only)

No:

DATE:

CERTIFICATE OF PROCUREMENT OF PAPER **TO WHOM SO EVER IT MAY CONCERN**

This is to certify that M/s has procured
MT of 80 GSM Natural Shade Maplitho paper Surface Size with Emblem of the paper mill imprinted as water
mark of paper mill vide our Invoice No(s): Dated and MT 220 GSM
Indian Art Board vide our Invoice No(s): Dated for the purpose of Printing of
School Diary /School Readiness Workbook 'Chahak' as per the e-Tender No. BSTBPCL / E-Tender/ Printing &
Supply /2021dt. 03/01/2024 awarded by Bihar State Text Book Publishing Corporation Ltd. vide its Order No:
.....Dated

Sl. No.	PERTICULARS	SPECIFICATION
1	Manufactured Date	
2	Invoice Amount	
3	Reams/Sheets (61x86 Cms) 80 GSM	
4	Reams/Sheets (62x87 Cms) 220 GSM	
5	Reams/Sheets (58x87 Cms) 220 GSM	
6	Reel 86 Cms. Width	
7	Brightness	
8	Opacity	
9	Cobb, Max average	
10	Smoothness ml/min, (Bends ten) Max	
11	Colour	
12	Type of Pulp	

Signature with seal of

Authorized person of the Paper Mill

Note:-

- 1) This certificate should only be signed and the same should be uploaded in the e-portal.
- 2) This certificate is not required at bidding stage.
- 3) This is only a acceptance of the format from the bidder

SECTION-XX (i)

**BIDDER DECLARATION REGARDING HIS CAPACITY AND RESPONSIBILITIES
(On The Letter Head)**

For CATEGORY-'A'

I represent.....(firm name) hereby declare that I can print Diary Cover and Inner pages as below:-

1. I can print Cover page andInner pages of format of 16 pages per Shift in Sheet fed offset Machine 23"x36" or bigger size (One Unit)

or

2. I can print Cover page andInner pages of format of 16 pages per Shift from two units Sheet fed offset Machine, 19"x25" or bigger size

3. I can bind (Side pinning & cover with Perfect binding.....)= copies/ Shift.

4. Our Shift hours are.....per Shift.

5. We operate..... Shifts per day.

6. Work in hand (if any).....

7. I can print a total of.....lakhs School Diary and supply to Concerned Blocks HQ/ BRCs with respect to packages, **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later.**

8. I agree to submit dummy/Proof as per the time schedule mentioned in the tender document and get approvals from the concerned officer in charge in BSTBPC Ltd. or authorized official by BSTBPC Ltd.

9. I adhere to the Specifications and Time Schedule i.e. **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later** as mentioned in the tender document.

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place.....

Date.....

SECTION-XX (ii)

**BIDDER DECLARATION REGARDING HIS CAPACITY AND RESPONSIBILITIES
(On The Letter Head)**

For CATEGORY-'B'

I represent.....(firm name) hereby declare that I can School Readiness Workbook 'Chahak' Cover and Inner pages as below:-

1. I can printInner page of format of 16 pages per Shift in Web Offset Printing Machine 578 mm cut-off size with Quarter folder.
2. I can print Cover page /Shift in Sheet fed offset Machine, 19"x25" or bigger size.
3. I can bind (Centre two pinningwith cover)= copies/ Shift.
4. Our Shift hours are.....per Shift.
5. We operate..... Shifts per day.
6. Work in hand (if any).....
10. I can print a total of.....lakhs School Readiness Workbook 'Chahak' and supply to Concerned Blocks HQ/ BRCs with respect to packages, **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later.**
11. I agree to submit dummy/Proof as per the time schedule mentioned in the tender document and get approvals from the concerned officer in charge in BSTBPC Ltd. or authorized official by BSTBPC Ltd.
7. I adhere to the Specifications and Time Schedule i.e. **within 15th March, 2024 or 40 days from the date of final approval of dummy/proof whichever is later** as mentioned in the tender document.

**Name & signature of the authorized signatory of the
Firm/Partner of the Firm/ Director/ Proprietor.
With rubber stamp**

Place.....

Date.....

Consent Letter from the Associated CTP Unit.

(To be provided on Associated CTP/CTCP Unit's Company Letterhead)

*This Section is Compulsory only for Associated CTP/CTCP unit.

To,

M/s. _____ (Name of the Bidder.)

Address:- _____

Subject : Consent Letter for allowing usage of CTP/CTCP Unit for Plate making Facilities owned by M/s (Associated CTP/CTCP Unit Firm Name)

Dear Sir,

I the undersigned provide my consent for utilizing the CTP/CTCP unit at my premises situated at _____ (Address of Associated CTP/CTCP Unit) for the purpose of Textbook Plate making being done under the BSTBPC / E-Tender/ Printing & Supply 2021 dt. 03/01/24.

We have also provided details of the Original Software's required for CTP/CTCP Plate making. We hereby commit that we will prioritize the work of platemaking with required accuracy for M/s.....(Name of the Bidder).

We also assured that the software's to be used for plate making are original & legally owned us.

We would further like to state that all the information provided below is true and we shall provide the required access to the BSTBPC Ltd. officials for any inspection purposes at any time during the period of contract validity.

A. CTP Unit Details:

Sr. No.	Particulars	Response
1.	Name of the CTP/CTCP Unit (Company Name)	
2.	Names of Proprietor/Partner/Director	
3.	Address of the CTP/CTCP Unit	

Sr. No.	Particulars	Response
4.	Contact Details of the CTP/CTCP Unit	
5.	Distance of CTP/CTCP Unit from Printing Location (In Meters)	
6.	Experience in CTP/CTCP Platemaking	

A. Details of CTP Machine

No	Type of Machine (Thermal/Violet/Other)	Make	Size
1.			
2.			

Place:

Date:

Signature of Company Representative
Name and Designation along with Seal

BID SECURITY FORM

Whereas (*hereinafter called "the Bidder"*) has submitted its Bid dated (*Date of submission of Bid*) for the supply of (*Name and/or description of the Diary/Workbook*) (Hereinafter called "the Bid").

Know all people by these presents that we (*Name of bank*) of (Name of country), having our registered office at (*Address of bank*) (Hereinafter called "the Bank"), are bound onto (*Name of Bidder*) (hereinafter called "the Printer") in the sum of for which payment well and truly to be made to the said BSTBPC Ltd., the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 2024.

THE CONDITIONS of this obligation are:

- 1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
- 2. If the Bidder, having been notified of the acceptance of its Bid by the BSTBPC Ltd. during the period of Bid validity :
 - (a) fails or refuses to execute the Contract Form if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the Instruction to Bidders;

We undertake to pay the BSTBPC up to the above amount upon receipt of its first written demand, without the BSTBPC having to substantiate its demand, provided that in its demand the BSTBPC will note that the amount claimed is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain valid for 180 (One Hundred Eighty) days from the date fixed for opening of tender, and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the Bank)

Name of Bidder

FINANCIAL BID

FORM-'B' (For Category-'A' or Category-'B')

BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.

(A Govt. of Bihar Undertaking)

Pathya Pustak Bhawan, Budh Marg, Patna-800001

PROFORMA FOR PRICE BID (PART OF FINANCIAL BID)

Printing & Supply of School Diary for Class I to VIII & School Workbook 'Chahak' Class-I and delivering at 534 Blocks HQ/BRCs within State of Bihar.

BSTBPC / E-Tender/ Printing & Supply 2021 dt. 03/01/24

(Under reference to Clause No.3.4 to 3.6, SECTION - II, see page-16-17)

NAME OF THE BIDDER	
ADDRESS OF THE BIDDER	

For Category-'A' Rate format for School Diary only

Sl. No.	Class/ Package	Name of Work	School Diary size A/5	Number of Pages Cover + Inner Pages	Inner pages Colour / Cover Colour	Side Stich Binding	Quote rate per Diary in Rs.	
							Figure	Words
1	2	3	4	5	6	7	8	
1	Class-I to VIII for (Package-1 to 10)	School Diary for the Year 2024-25	Finished size 14.5 x 21 cms.	cover 4 + Inner pages 128 total 132 pges	4/4+4	Side Stiching Cover Thermal lamination (Matt) with perfect binding		

For Category-'B' Rate format for School Readiness Workbook 'Chahak' only

Sl. No.	Class/ Package	Name of Work	School Workbook 'Chahak' size A/4	Number of Pages Cover + Inner Pages	Text Colour / Cover Colour	Centre Stich Binding	Quote rate per Workbook in Rs.	
							Figure	Words
1	2	3	4	5	6	7	8	
1	Class-I for (Package-1 to 4)	School Readiness Workbook 'Chahak'	Finished workbook size 21 x 27.5 cms.	cover 4 + Inner pages 96 total 100 pges	4/4+4	Centre Stiching Cover lamination 10 micron (gloss)		

Important Note for the bidders for quoting rates:**Category-'A':**

The bidder(s) having Four Colour Sheet fed Offset Printing Machine 23"x36" or bigger size (one Unit) or Four Colour Sheet fed Offset Printing Machine 19"x25" or bigger size (Two Units) are eligible to quote rate for Category-'A' only.

Category-'B':

The bidder(s) having Four Colour Web Offset Printing Machine cut-offsize 578 mm with quarter folder and Two Colour or more colours Sheet fed Offset Printing Machine 19"x25" or bigger size are eligible to quote rate for Category-'B' only.