



# **BIHAR STATE TEXT BOOK PUBLISHING CORPORATION LTD.**

Bid Document for  
Printing (with paper), Binding, Packing and  
Supply of History Books of Maulana Abul  
Kalam Azad Life for Class-V to XII at  
District Head Quarters in Bihar.

---

**Issued by:-**

**Managing Director**

Bihar State Text Book Publishing Corporation Ltd

Pathya Pustak Bhawan, Budh Marg, Patna – 800 001

Phone: 2221975 Fax: 0612-2236388

Email: [textbookmd@gmail.com](mailto:textbookmd@gmail.com)

## INDEX

<u>Sl.No.</u>	<u>Section</u>	<u>Topic</u>	<u>Page No.</u>
1	I	Invitation for Bids (IFB)	3-4
2	II	Instructions to Bidders (ITB)	5-12
3	III	General Conditions of Contract (GCC)	13-16
4	IV	Special Conditions of Contract (SCC)	17
5	V	Schedule of Requirement and Technical Specifications	18-19
6	VI	Technical Bid information - Form "A"	20-21
7	VII	Financial Bid Form and Price Schedule – Form "B"	22
8	VIII	BID Form	23
9	IX	Declaration by Bidder	24
10	X	Contract Form	25-26
11	XI	Performance Security Form	27
12	XII	Performance Statement	28
13	XIII	Proforma for Equipment and Quality Control Employed by the Printer	29
14	XIV	Affidavit	30-31
15	XV	Proforma of Challans	32

**SECTION - I:****Bihar State Text Book Publishing Corporation Ltd.**

Pathya Pustak Bhawan, Budh Marg, Patna-800001

**INVITATION FOR BIDS (IFB)**  
**E-Procurement Short Tender Notice**

Bihar State Text Book Publishing Corporation Limited invites Bids through e-tender from all Prospective Bidders for the Printing (with paper), Binding, Packing and Supply of History of Maulana Abul Kalam Azad Life for Class-V to XII Books at District Head Quarters in Bihar. Bidders are requested to refer the bid document for detail of scope and other relevant statutory cost and nature of printing works.

The tentative dates are given hereunder:

1	Name of the work	Printing (with paper), Binding, Packing and Supply of History Book of Maulana Abul Kalam Azad Life for Class-V to XII at District Head Quarters in Bihar.
2	Tender Notice No	BSTBPC / E-Tender/Printing Abul Kalam/2019/3085/09 dtd 18.09.2019
3	Tender Fee/EMD	1) Tender Document Fee(Non Refundable) : Rs 5,900/-(Five Thousand & Nine Hundred Only) in Cash or DD 2) Tender Processing Fee(Non Refundable Rs 1180/-(One Thousand One Hundred Eighty Only) to be paid online. 3) EMD(Refundable) : Rs 57,000/-( Fifty Seven Thousand Only) in the form of Demand Draft in the name of Bihar State Text Book Publishing Corporation Ltd. , Payable at Patna.
4	Date of Issue of Tender	<b>19/09/2019, 11:00 Hrs</b>
5	Last Date and time for receipt of Tender	<b>03/10/2019, 17:00 Hrs in online mode.</b> Note: Original EMD in requisite form/SSI Certificate in case of EMD Waiver along with Tender Document fee receipt to be submitted in hard on <b>03/10/2019 by 14:00 Hrs</b> failing which tender shall be rejected.
6	Time and date for opening of tender	<b>04/10/2019, 12:00 Hrs</b>
7	Place of Opening of Tender	Conference Hall, Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-1
8	Availability of Bid Document	May be downloaded from the Website ( <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a> or <a href="https://www.bstbpc.gov.in">https://www.bstbpc.gov.in</a> )
9	Address for Communication	Managing Director, Bihar State Text Book Publishing Corporation Ltd, Pathya Pustak Bhawan, Budh Marg, Patna-1
10	Email ID	textbookmd@gmail.com
11	Contact Details	0612- 2221975
12	Mode of Tender	Online

**NOTE:** For support related to e-tendering process, Bidders may contact at “e- Procurement HELP DESK First Floor, M/22, Bank of India Building, Road No-25, Sri Krishna Nagar, and Patna- 800001 Ph. No: 0612-2523006, Mob- 7542028164” or may visit the link “Vendor Info” at (<https://www.eproc.bihar.gov.in>)

**Managing Director**

Bihar State Text Book Publishing Corporation Limited

## **e-Tendering Process Related Instructions.**

### **Submission of Proposals through electronic mode only.**

1. The Bidder shall submit his bid/tender on e-Procurement platform at [www.eproc.bihar.gov.in](http://www.eproc.bihar.gov.in).
2. 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.eproc.bihar.gov.in](http://www.eproc.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.
3. 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 certificate /documents in the e-Procurement web site. The Bidder shall digitally 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.
4. All the required documents should be attached at the proper place as mentioned in the e-forms otherwise the tender of the Bidder will be rejected. Tender Processing Fee (TPF) to be paid through e-Payment mode (i.e NEFT / RTGS, Credit / Debit Card & Net Banking) only.
5. "Earnest Money Deposit (EMD) shall have to be paid in the form of Demand Draft only and the original hardcopy of the DD should be submitted in the tendering authority office within the tender closing date," till 14:00 hrs.
6. Bids along with necessary online payments must be submitted through e-Procurement portal [www.eproc.bihar.gov.in](http://www.eproc.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."
7. The tender opening will be done online only. Bihar State Text Book Publishing Corporation Ltd. will follow the rules of Stores Purchase Preference Policy, 2002 Department of Industries, Govt. of Bihar, Patna which also forms an integrated part of this bid document.
8. Any corrigendum or date extension 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.eproc.bihar.gov.in](http://www.eproc.bihar.gov.in).

**INSTRUCTION TO BIDDERS**

**A) SPECIAL ATTENTION FOR BIDDERS**

- (i) The Contract will be awarded from the date of issuance of work order.
- (ii) The required Binding, Packing and Supply of History Book of Maulana Abul Kalam Azad Life for Class-V to XII are required to reach at District Head Quarters in Bihar within **30-days** or as directed by the management from the date of signing of the work order.
- (iii) This Invitation for Bid is open to all Printers fulfilling Eligibility Criteria as mentioned in Bid document. Any Bidder found ineligible or declared blacklisted or involved in any corrupt and fraudulent practice in the past shall be debarred from the tender process.
- (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.eproc.bihar.gov.in](http://www.eproc.bihar.gov.in) or [www.bstbpc.gov.in](http://www.bstbpc.gov.in)** from **19.09.2019** 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 online in the e-Proc portal **till 17.00 hrs. on or before 03.10.2019** The TECHNICAL BID of all the Bidders will be opened online. The **FINANCIAL BID** of those Bidders whose **TECHNICAL BID** does not fulfill the criteria / eligibility / requirements of Bid Documents shall not be opened. The Financial Bid of only technically qualified bidders shall be opened in online mode. Date of opening of financial bid will be announced later by Managing Director.
- (vii) The rates must be quoted both in words and figures at in criteria. If there is a discrepancy between rates mentioned in words and figures, the rates quoted in words will be considered as bid amount for the purpose.
- (viii) The bid document must be digitally signed by person fully and duly authorized to sign as declared in the bid. The bidder 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.
- (ix) The bid shall be submitted online through e-Procurement portal <https://www.eproc.bihar.gov.in> .
- (x) **Earnest Money Deposit can either be paid in the form of Demand Draft in favour of "Bihar State Text Book Publishing Corporation Ltd.", of a scheduled commercial /nationalized bank payable at Patna. Original demand draft needs to be submitted on or before 03.10.2019 till 14:00 hrs as per bid document. The bidders claiming for EMD waiver must submit the relevant paper clearly readable in hard copy within the time as stipulated above, failing of which the technical bid shall not be opened. This clause shall be strictly followed.**
- (xi) The bid should not be conditional and inconsistent with the terms and conditions of the prescribed bid document for the purpose.
- (xii) The successful Bidders have to print (with paper), and Supply at District Head Quarter in Bihar. Contravention to this shall result in rejection of the submitted bid.
- (xiii) Bidder who authorizes more than one person on its behalf for Bid Processing, shall result in rejection of the bid.

## ELIGIBILITY CRITERIA

**To be considered eligible for participating in the bid process, the Bidder must meet the following minimum requirements.**

- (a) The Printers must have been in operation for a minimum period of three years prior to the Bid submission date with an important part of its business being printing work of Books for Central/State Government/Public Sector undertakings/Government Enterprises/Govt. aided Institutions.
- (b) Average annual turnover of the Bidder in three years (i.e. 2015-16, 2016-17 & 2017-18) as per the audited financial account must not be less than for Rs. 75.00 Lakhs (Rupees Seventy five Lakhs) only.
- (c) The Bidder must submit financial audited accounts for the three years (2015-16, 2016-17 & 2017-18) demonstrating the soundness of his financial position and that it has the financial resources to perform the proposed contract.
- (d) The Bidder must furnish a certificate from nationalized/scheduled bank in support of his credit worthiness equal to Rs. 50.00 Lacs (Fifty Lacs) for entire Contract for undertaking the proposed Job.
- (e) Bidder shall furnish the information of past supplies and satisfactory performance in the format given under **Section-XII**.
- (f) The Bidder must have premises equipped to acceptable standard, necessary to perform the functions required of it and must own the following facilities:
- (g) Required machineries details as under:-

SI no	Category and the Description of the machinery prescribed	Quantity
<b>Pre-Printing machinery</b>		
1	Computer to Plate making plant with processor capable of making plates <b>Double Demy</b> , A-1 and such similar sizes or Plate exposing system with processor capable of making plates <b>Double Demy</b> , A-1 and such similar sizes	One unit
<b>Printing machinery</b>		
2	Single colour/Two colour Web offset (578mm)/Sheet Offset machine for History Book of Maulana Abul Kalam Azad Life for Class-V to XII / any other superior quality machine with the capacity of one or two colour Sheet Fed / Web offset machines.	One unit
<b>Binding and Finishing Machinery</b>		
1	Perfect Binding Machine	One Unit
2	Cutting Machine	One Unit
3	Strapping Machine	One Unit

Note: The Specifications mentioned above are at minimum configurations expected, but Superior Machinery in the similar class is also acceptable. However, decision of the Purchaser in this regard shall be final and binding.

- (h) Evidence of owning the above facilities must be uploaded with the Bid with copies of procurement documents as well as proof of owning the necessary infrastructural facilities pursuant to Section-XIII.
- (i) **Machines taken on hire or lease will not be considered. Only owned machines will be considered for eligibility.**
- (j) Copy of Income Tax PAN must be submitted along with technical Bid.
- (k) An affidavit as per specimen given in **Section-XIV** to this effect on stamp paper worth Rs 1000/- (Rs. One thousand) must be submitted along with technical bid.
- (l) BSTBPC shall have right to accept/reject a proposal/bid failing to meet any one of the above mentioned eligibility criteria.
- (m) Copy of GST Registration Certificate must be submitted with technical bid.
- (n) A duly attested Affidavit & Declaration by the Bidder in the form specified for this purpose i.e. Section-XIV& Section-IX by a Notary to be submitted along with the bid.

## **BPREPARATION OF BIDS**

### **1. Language of Bid**

The Bidder would prepare the Bid in English language. Besides, all the correspondence and documents pertaining to their bid process to be exchanged between the Bidder and the BSTBPC would also be in English 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) has to register itself on the e-Procurement portal <https://www.eproc.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.eproc.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. 5,900/-** (Rs. Five Thousand Nine Hundred only), will be paid through only by Demand Draft, Credit-Debit card, Internet banking or NEFT/RTGS.
- 2.10 Required bid security in the form of bank Draft issued by any nationalized/scheduled bank must be uploaded with the technical bid. In shape of Hard Copy or to be Paid Through e-Payment Mode.
- 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 is 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'**

**The Bidders follow the guidelines given in ITB to fill up the Financial Bid.** The Bidder shall quote the price in figures and in words at appropriate cell of financial bid form 'B'. The Bidders are required to quote the rates. The Bidders shall quote the rate per Book (including all Taxes).

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

**4 Bid Security**

- 4.1 The Bid security is required to protect the BSTBPC against the risk of Bidder's conduct, which would warrant the forfeiture of Bid security.
- 4.2 The Bid security shall be in Indian Rupees and DDissued by the Nationalized/Scheduled bank located in India.
- 4.3 Any Bid not secured by EMD/Exempted Certificate will be rejected by the BSTBPC administration deemed as technically ineligible.
- 4.4 Bid security of the unsuccessful Bidders will be discharged/returned as promptly as possible.

4.5 The successful Bidder's Bid security will be discharged after the signing of the Contract and furnishing the Performance Security, pursuant to **ITB Clause 13.**

**4.6 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**

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

(i) To sign the Contract; or

(ii) To furnish Performance Security in accordance with **ITB Clause 13.**

**5 Period of Validity of Bids**

5.1 Bids shall remain valid for **90days** from the date of Bid opening prescribed by the BSTBPC. A bid valid for a shorter period shall be rejected by the BSTBPC as not technically eligible.

5.2 In exceptional circumstances, the BSTBPC may solicit the Bidder's consent to an extension of the period of validity. The request by the BSTBPC 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 In the case of fixed price contracts, in the event that the BSTBPC requests and the Bidder agrees to an extension of the validity period, the contract price, if the Bidder is selected for award shall be the same as the bid price.

**6 Opening of Bids by the BSTBPC**

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.

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 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 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 will examine the Bids to determine whether they are complete, properly signed and each page numbered and 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 may go for site inspection of the setup at the Bidder's press. Only after the Bidder qualifies in the preliminary examination (technical eligibility) and technical evaluation, he becomes technically qualified for the financial bid evaluation.

8.3 The BSTBPC or his/her representative will have the right of site inspection of the Bidder's setup, anytime during the entire process of printing work of History Books of Maulana Abul Kalam Azad Life for Class-V to XII.

8.4 Prior to the financial evaluation, the BSTBPC 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.

- 8.5 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.
- 8.6 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 on the bids which qualify the eligibility criteria.

## 9 Financial Evaluation

- 9.1 The Bids found technically qualified, after scrutiny and evaluation only shall be finally considered for Financial Evaluation.
- 9.2 The Financial Bid Form "B" 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 If there is a discrepancy between words and figures, the amount in words will prevail. If the Printer does not accept the correction of errors, its Bid will be rejected and Bid security may be forfeited.
- 9.5 **Award of Contract: Contract will be awarded as per CVC guidelines. Contract will be awarded to the Lowest Bidder (L1). If he fails to perform the contract, all his performance bank guarantee will be forfeited and the process for blacklisting of the firm will be initiated. If the L1 Bidder backs out then the package will be allotted to the next lowest Bidder.**

## 10 BSTBPC right to vary Quantities at the Time of Award

The BSTBPC reserves the right at the time of Contract award to increase or decrease by up to ten (10) percent the quantity of **Books** and delivery thereof as originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. No time limits extensions would be allowed for supply if quantity will increase at the time of work order.

## 11 Notification of Award

**The BSTBPC will notify the successful Bidder in writing that its Bid has been accepted.**

- 11.1 The notification of award will constitute the formation of the Contract.
- 11.2 Upon the successful Bidder's furnishing of performance security pursuant to ITB, the BSTBPC will promptly notify each successful Bidder and will discharge its Bid security after signing of contract agreement, pursuant to ITB.
- 11.3 **If more than one bidder accepts the offer to do the printing work of that package 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.**
- 11.4 If L1 fails to perform the contract, the BSTBPC has the right to award the contract to L-2, L-3 and so on subject to fulfillment of other criteria, such as printing capacity etc.
- 11.5 In case, bidders willing to work on L-1 rate from other items, in the interest of BSTBPC and timely completion of the contract, depending on the performance of the bidders, BSTBPC may allot the work to such bidders to facilitate the timely supply of books.

## 12 Signing of Contract

Within 03 (three) days of receipt of the Contract Form (**Section – X**) with notification of award, the successful Bidder shall put his signature and date on the Contract and return it to the BSTBPC.

### 13 Performance Security

- 13.1 Within 03 (Three) days of the receipt of notification of award from the BSTBPC, the successful Bidder shall furnish the performance security in accordance with the General Conditions of Contract, in the Performance Security Form (**Section-XI**) provided in the Bid documents or in another form acceptable to the BSTBPC.
- 13.2 Failure of the successful Bidder to comply with the requirement of **ITB Clause-4.6** shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security.

### 14 Corrupt or Fraudulent Practices

- 14.1 The BSTBPC requires that the Bidders/ Printer(s) observe the highest standard of ethics during the execution of such contracts. In pursuance of this policy, the BSTBPC:
- (a) Defines, for the purposes of this provision, the terms set forth as follows:
- (i) **“Corrupt practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) **“Fraudulent practice”** means misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the BSTBPC, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the BSTBPC of the benefits of free and fair competition;
- (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) Will declare a firm ineligible, either indefinitely or for a stated period of time, for being awarded Govt. contract, if it at any time determines that the Bidder(s)/ Printer(s)/Firm(s) has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.
- (d) Further, all bidding documents and all contracts financed in whole or in part by the **Government** will have a clause permitting it to inspect the Bidders', suppliers' and contractors' accounts and records relating to the bid submission and contract performance of the Bidders, suppliers and contractors, and to have these accounts and records audited by the auditors appointed by **the C.A.G.**
- (e) **Estimated Cost:**  
The estimated cost of the work is 51,00,000/- (With Paper) which is only indicative.

**GENERAL CONDITIONS OF CONTRACT (GCC)**

**1. Standards**

The **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** printed under this Contract shall conform to the standards mentioned in the Technical Specifications mentioned in **Section V**.

**2. Use of Contract Documents and Information, Inspection and Audit**

- 2.1 The Printer shall not, without the BSTBPC prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the BSTBPC in connection therewith, to any person other than a person employed by the Printer in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 2.2 The Printer shall not, without the BSTBPC prior written consent, make use of any document or information except for purposes of performing the Contract.
- 2.3 Any document, other than the Contract itself, shall remain the property of the BSTBPC and shall be returned (in all copies) to the BSTBPC on completion of the Printer's performance under the Contract if so required by the BSTBPC.
- 2.4 The Printer shall permit the BSTBPC or its representative to inspect the Printer's accounts and records relating to the past performance of the Printer and to have them audited by auditors appointed by the BSTBPC, if so required by the BSTBPC.
- 2.5 The Printer shall return to BSTBPC, all material such as press copies of Books, CDs, and Film Positives etc. as soon as the period of Contract is over.

**3. Performance Security**

- 3.1 Within 03 (three) days of receipt of the notification of contract award, the Printer shall furnish Performance Security in the amount specified in the **SCC Clause-1 of Section IV**.
- 3.2 The proceeds of the performance security shall be payable to the BSTBPC as compensation for any loss resulting from the Printer's failure to complete its obligations under the Contract.
- 3.3 The Performance Security shall be denominated in Indian Rupees and shall be in the form of Bank Guarantee, issued by nationalized/ scheduled bank located in India, in the form provided in the Bid documents
- 3.4 The Performance Security will be discharged by the BSTBPC and returned to the Printer after successful completion of the period of Contract, including the warranty obligation, under the contract.

**4. Inspections and Tests**

- 4.1 The BSTBPC or its representative shall have the right to inspect and/or to test the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** to confirm their conformity to the Contract Specifications.
- 4.2 The BSTBPC right to inspect test and, where necessary, reject the **Books** shall in no way be limited or waived by reason of the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** having previously been inspected, tested and passed by the BSTBPC or its representative prior to the transportation.
- 4.3 Nothing in **GCC Clause 7** shall in any way relieve the Printer from any warranty or other obligations under this Contract.
- 4.4 05(five) copies of **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** shall be presented to the BSTBPC, for approval before final dispatch to the destination-points without prejudice to any claim for extension of time for delivery.

4.5 **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** may also be subject to spot checks on delivery to the destination-points. For this purpose where considered necessary, samples of papers may be drawn and sent to Government Laboratory for carrying out the tests to conform its adherence to the laid down specification. If the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** fail to meet the laid down specifications, the Printer shall take immediate steps to remedy that deficiency or replace the defective **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** to ensure to conform it to the technical specifications to the satisfaction of the BSTBPC.

**5. Delivery and Documents**

5.1 Delivery at the destination points should be strictly finished **within 30 days from the date of Agreement**. The terms specified by the BSTBPC in the Award of Contract should be strictly adhered to the Printer.

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

**6. Payment**

6.1 **Payment of 100% of bill amount shall be paid after satisfactory completion of the total work order and successful completion of the contract period.**

6.2 **The Printer's request for payment shall be made to the MD BSTBPC in writing, accompanied by a item wise invoice describing, as appropriate, the History Books of Maulana Abul Kalam Azad Life for Class-V to XII delivered and the delivery performed at the concerned District in Bihar i.e. receipted challans and documents, submitted, and upon fulfillment of other obligations stipulated in the contract.**

6.3 Mandatory deduction as applicable for T.D.S. and all taxes besides other penal deductions if any imposed shall be recovered from the bills under the contract.

6.4 Payment shall be made in Indian Rupees.

**7. Prices**

Prices charged by the Printer for the aforesaid work under the Contract shall not vary from the prices quoted by the Printer in its Bid.

**8. Penalty For delays:**

**Timely distribution/availability of History Books of Maulana Abul Kalam Azad Life for Class-V to XII. A Liquidated Damages would be imposed for delayed supply. In case of extension in the delivery period with Liquidated Damages, the LD shall be imposed on the basis of following percentage of deduction from the value of History Books of Maulana Abul Kalam Azad Life for Class-V to XII which the Bidder has failed to supply within scheduled delivery period,**

I	Delay up to one week of the prescribed delivery period	0.5%
ii	Delay exceeding one week but not exceeding two weeks of the prescribed period.	1%
iii	Delay exceeding two weeks but not exceeding three weeks of the prescribed period.	1.5%
iv	Delay exceeding three weeks but not exceeding four weeks of the prescribed period	3.5%

**Note: Delay exceeding four weeks of the prescribed period will attract additional Liquidated Damages of 2% on weekly basis.**

8.1 The Bidder's who failed to supply the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** after four weeks (without valid reason) of the due date of delivery shall be debarred from participating in future tenders of BSTBPC and shall be blacklisted and this decision of BSTBPC shall be communicated to other such Governments Agencies as BSTBPC may deem fit.

## 8.2 Penalty for Grammage and Deviation in Challan:-

### Penalty for Grammage:

If the grammage of Text & Cover paper of the printed History Books of Maulana Abul Kalam Azad Life for Class-V to XII is found less than prescribed specification after lab test, penalty will be imposed as per less grammage. If grammage is less than 5% then 0.5% of the total contract value will be deducted as penalty in addition to above. Provision as per BIS Code IS 1848:2007 (Fourth Revision) +/- in grammage will be considered.

## 8.3 Penalty for Mistakes & Quality of Printing:

In case of mistakes in the printing of History Books of Maulana Abul Kalam Azad Life for Class-V to XII, the printer shall be liable to pay penalty at the rate of 0.25% of contract value of the concerned History Books of Maulana Abul Kalam Azad Life for Class-V to XII for every 5 (five) mistakes or part thereof. If the number of mistakes exceeds 20 (twenty) in a whole History Books of Maulana Abul Kalam Azad Life for Class-V to XII, then the History Books of Maulana Abul Kalam Azad Life for Class-V to XII shall be rejected.

The inferior quality of History Books of Maulana Abul Kalam Azad Life for Class-V to XII in terms of bad printing, binding shall attach a penalty in terms of deduction of 0.5% to 2% of the awarded contract value.

## 9. Termination for Default

- 9.1 The BSTBPC may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Printer, terminate the Contract in whole or part terminate the contract of remaining work/ supply and may award the contract to any eligible Printer/Printers:
- (a) If the Printer fails to perform any other obligation(s) under the Contract.
  - (b) If the Printer, in the Judgment of the BSTBPC has engaged in corrupt or fraudulent practices as defined in **clause 14** of ITB in competing for or in executing the Contract.
- 9.2 In the event the BSTBPC terminates the Contract in whole or in part, pursuant to GCC **Clause 9**, the BSTBPC may or may not release the performance security, wholly or partially, upon such terms and in such manner as it deems appropriate and the Printer shall be liable to the BSTBPC for acceptance of any such decision of the BSTBPC.

## 10. Settlement of Disputes

- 10.1 The BSTBPC and the Printer shall make every effort to resolve amicably by direct informal negotiation for any disagreement or dispute arising between them under or in connection with the Contract.
- 10.2 If, after thirty (30) days, the parties have failed to resolve the dispute or difference by such mutual consultation, then either the BSTBPC or the Printer may give notice to the other party of its intention to commence arbitration, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 10.3 Any dispute or difference, in respect of which a notice of intention to commence arbitration has been given in accordance with this clause, shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the History Books of Maulana Abul Kalam Azad Life for Class-V to XII at District Head Quarters in Bihar under the Contract.
- 10.4 Arbitration proceedings shall be conducted in accordance with the rules of procedure specified in the **GCC Clause-3 in Section-III**.

- 10.5 Notwithstanding any reference to arbitration herein the parties shall continue to perform their responsive obligations under the contract unless they otherwise agree.
- 10.6 All the disputes relating to the Bid will be subject to Patna jurisdiction.

**11. Applicable Law**

The Contract shall be interpreted in accordance with the laws of the Union of India and local State laws. **All the disputes relating to the bid will be subject to Patna jurisdiction.**

**12. Taxes and Duties**

Printer shall be entirely responsible for payment of all taxes, duties, license fees, e-way bill, insurance etc., incurred until delivery to the destination-points.

**13. Packing**

- 13.1 The Printer shall provide such packing of the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** as is required to prevent their loss or pilferage or damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperature, humidity, moisture and precipitation during transit and open storage. Packing size and weights shall take into consideration, where appropriate, the remoteness of final destination of the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** and the absence of heavy handling facilities at all points in transit.

Books	25 pieces Books in per bundle with top & Bottom Plain paper cross strapping.
-------	--



**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. Performance Security**

- (i) **Within 3 (three) days from the date of receipt for Notification of Award to the printers, the Printer shall furnish Performance Security in the form of Bank Guarantee from a nationalized /scheduled bank to the BSTBPC for an amount of 5% (Five percent) of the contract value, valid up to 6 (six) months from the 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 blacklisted.

**2. Inspection**

The following inspection procedures are required by the BSTBPC:

(i) **Sample of paper-**

**For Text paper of History Books of Maulana Abul Kalam Azad Life for Class-V to XII**, it should be 80 GSM white Virgin Pulp A grade Mill& Cover -250 GSM Art Board paper. Text paper White Virgin Pulp A Grade Mill paper mill & Cover Thermal Mat Lamination.

- (ii) 5 copies of printed **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** should be got approved by the Printer from BSTBPC/**Police Department** before final dispatch without any claim for extension of time for delivery.
- (iii) If the **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** fail to meet the laid down specifications, the Printer shall take immediate steps to remedy that deficiency or replace the defective **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** to ensure to confirm it to the technical specifications to the satisfaction of the BSTBPC/**Police Department**.

**3 Store Purchase Policy**

Bidders are requested to follow the link [www.bstbc.gov.in](http://www.bstbc.gov.in) for information regarding this. It can be downloaded from the website for reference which will form an integral part of this bid document.

**SECTION V****SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATION**

Following are the requirements as per the need of **History Books of Maulana Abul Kalam Azad Life for Class-V to XII** at District Head Quarter in Bihar :-

Sl. No.	Name of work	Size Of Books	No. of page Text & Cover.	Paper Specification	Bindin g	Text colour & Cover colour	Total No. of Books
1	2	2	3	4	5	6	7
1	History Book of Maulana Abul Kalam Azad Life for Class-V to XII	Size [139.7 mm X 215.9 mm	Text- 224 page and Cover - 4 page	Text Paper 80 GSM Maplitho (Virgin pulp) A Grade Mill & Cover 250 GSM Art Board Thermal Mat Lamination	Perfect Binding	One colour Text and Cover Four colour	1,65,000 (One Lakh Sixty-five thousand Books only)

**Specifications for Printing, Packing and Supply**

1	Ink colour	Good quality Single color (Black) as per CD's of History Books of Maulana Abul Kalam Azad Life for Class-V to XII as provided to be printed.
2	Type of printing process for Printing of History Books of Maulana Abul Kalam Azad Life for Class-V to XII	Sheet / Web Offset printing process.
3	Printing Plates	The Printer shall use only good quality printing plates. Wherever soft copies are provided, the plate making shall be by CTP method and wherever positives are provided it shall be by using PS plates. Only good quality chemicals shall be used for the making of plates.
4	Printing Paper	<p>Printing paper may or may not be procured by the Bidder himself.</p> <p>Each Bidder must submit, in the technical bid, the samples of the paper to be used for printing of History Books of Maulana Abul Kalam Azad Life for Class-V to XII.</p> <p>A Bidder may submit a minimum one sample for paper to be used for printing of paper. Each sample of Text paper must contain five full sheets of the paper carrying of the paper mill and inscribed clearly on every sheet of sample paper (Text paper and Art Board paper), the details of the paper mill viz. seal of the paper mill, the signature of the authorized official of the paper mill, grammage of paper along with the seal and signature of the Bidder.</p> <p><b>Printing paper must be as per following specification:</b>  <b>(a) Text: 80 GSM white Maplitho Virgin Pulp paper A grade Mill &amp; Cover -250 GSM Art Board paper for Books.</b></p>
5	Inspection	Inspection procedure is indicated in special conditions of contract.
6	Delivery	<b>Supply of History Books of Maulana Abul Kalam Azad Life for Class-V to XII at District Head Qr. in Bihar within the prescribed time limit.</b>

**Notes:**

1. Sample of paper may be drawn and sent by the BSTBPC to a Govt. Laboratory for carrying out the tests to confirm its adherence to the laid down specifications, if required.
2. Bihar State Text Book Publishing Corporation Ltd. will provide to the Bidder CDs/Film/press copies of aforesaid documents as provided by District Head quarter in Biah. After completion of the job, the Bidders will have to return the CDs/Film/press copies to Bihar State Text Book Publishing Corporation Ltd, Patna.

**SECTION – VI:**  
**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:

<b>S.N</b>	<b>Particulars</b>	<b>Information to be furnished by the Bidder</b>	<b>Document uploaded online (Yes/No)</b>	<b>Page No.</b>
1	Full name & address of the Bidder (with Telephone/fax no. etc.)			
2	Legal status, Place and date of Registration and principal place of business of the company or firm or association.			
3	EMD in the form of Demand Draft submitted			
4	(a) Bid Security Amount			
	(b) Bank Demand Draft No.& date			
	(c) E-payment RTGS/UTR Reference Number			
	(d) Name of the Bank			
	(e) Name & address of branch with branch code no.			
	(f) Telephone/Fax No. of the Bank			
5	Whether the Press is in-operation for a minimum period of last 3 years.			
6	Year of establishment of the Press			
7	Year wise turnover for the last three years <b>Please refer to Clause (b) of Section II: Eligibility criteria.</b>	(2015-16) Rs. ..... (2016-17) Rs. ..... (2017-18) Rs. .....		
8	Whether audited financial accounts for the last three years attached.			
9	(a) No. of P.S. Plate making Units with details			
	(b) No. Of Offset machines with details			
	(c) No. of Binding Machine with details			

S.N	Particulars	Information to be furnished by the Bidder	Document uploaded online (Yes/No)	Page No.
	(d) Space for safe storage of paper and printed History Books of Maulana Abul Kalam Azad Life for Class-V to XII(specify space/area in Sq.ft.)			
	(e) Total value of Buildings/Premises/ Machines etc. owned.	(i) Building Rs..... (ii) Premises Rs..... (iii) Machines Rs.....		
	(f) Details of Manpower (Give numbers)	(i) Skilled (ii) Semi skilled (iii) Unskilled (iv) Managerial & other staff		
10	Whether samples of Text80 GSMMaplitho white paper Virgin Pulp&250 GSM Art Board paper with name of the manufacturing paper mill submitted. <b>(As per Section V Specifications for Printing, Binding, Packing and supplyof History Books of Maulana Abul Kalam Azad Life for Class-V to XII point no. 4)</b>			
11	Whether stamped affidavit duly completed & certified by Notary Public, submitted. <b>Confirming the clause (k) &amp; (n) of Section II:- Eligibility Criteria,</b> . Attached.			
12	Whether all pages of the bid have been duly numbered.			
13	Whether the cost of Bid Document submitted or not (if yes, give details).			
14	Whether the copy of GST Registration Certificate submitted(Y/N)			
15	Whether the copy of Income Tax PAN submitted(Y/N)			
16	Credit Worthiness Certificate from Bank(Y/N)			

**Signature of the authorized signatory**

**Full name & address of the Bidder with seal**

**FINANCIAL BID - FORM-B**  
**PROFORMA FOR PRICE BID (PART OF FINANCIAL BID)**

Sl. No.	Name of work	Size of Books	No. of Pages Text & Cover	Paper Specification	Binding	Text colour	Total No. of items	Rates	
								In Figures	In Words
1	2	3	4	5	6	7	8	9	10
1	History Bokks of Maulana Abul Kalam Azad Life for Class-V to XII	Size [139.7 mm X 215.9 mm	Text - 224 page and cover - 4 page	Text Paper 80 GSM (Virgin pulp) A Grade Mill &Cover 250 GSM Art Board Thermal Mat Lamination	Perfect Binding	Single colour Text and Cover Four Colour	1,65,000 (one Lac Sixty-five Thousand only)		

Signature of Bidder .....

Name .....

Business address .....

Contact No. ....

E-mail address: .....

Place:                      Date:

**SECTION VIII**  
**BID FORM**

Date: .....

Bid Reference/Invitation for Bid (IFB) No: .....

From

M/s.....

.....

.....

To:

**The Managing Director,**

Bihar State Text Book Publishing Corporation Ltd.,

Pathya Pustak Bhawan, Budha Marg,

Patna-800 001

Dated.....

**Subject:** Printing, Binding and Delivery of History Books of Maulana Abul Kalam Azad Life for Class-V to XII (with or without paper) at District Head quarter (Bihar).

Dear Sir,

I/We.....

.....am/are submitting herewith my/our bid for printing, binding, packing and supply of History Books of Maulana Abul Kalam Azad Life for Class-V to XII. My/Our rates are quoted in the price Bid (**Form-B**) which is part of Financial Bid.

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. Demand Draft No..... dated..... for Rs.....(Rupees.....) of Bank Name..... in favour of the Bihar State Text Book Publishing Corporation Ltd, Patna is attached herewith..
4. 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 /  
Managing Director with Rubber Seal of  
the Firm/company)

**SECTION - IX:**

**DECLARATION BY BIDDER**

In response to the bid document for Printing (withpaper), Binding & Supply of History Books of Maulana Abul Kalam Azad Life for Class-V to XII(withpaper) at District Head quarter in Bihar. I/We do hereby declare that I/We is/are Proprietor/partner/Director/MD of the firm / Company and;

1. I/We ..... do hereby declare that I/We have read and understood the application form and thus declaration carefully and I/We declare to abide them.
2. I/We..... do hereby declare that I/We will not withdraw our offer, after opening of the bid. I/We further declare that after opening of the Bid. I/We shall be abiding with the offer and the Terms and conditions of the bid and the offer.
3. Thus in case of failure in compliance of the Bid by we/us I/We shall be bound to pay the penalty as per the terms and conditions appearing in the bid document.
4. The firm possesses sufficient godown space for safe storage of paper required for the printing of the books and storage of printed material.
5. That my/our firm have not been blacklisted/debarred by any Government department/Agencies/undertakings nor any such action is in process against the firm. That presently no kind of litigation is pending against the firm/ Company/proprietor/partners/directors and also no kind of dispute or difference between the Bihar State Text Book Publishing Corp. Ltd. and Bidder relating to any matter is pending.

Signature.

**VERIFICATION**

I/We ..... do hereby verify that the contents of Para 1 to 5 of the declaration made by we/us are correct and believed to be true. Hence I/We have verified and signed on the ..... day of .....2019 at.....

Witness:

- |    |                               |                               |
|----|-------------------------------|-------------------------------|
| 1. | Signature<br>Name and address | Signature &<br>Seal of Bidder |
| 2. | Signature<br>Name & Address.  |                               |



**SECTION - X:**  
**CONTRACT / AGREEMENT FORM**

THIS AGREEMENT made the .....day of....., 2019 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 Books 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;
  - (b) the Description of works ;
  - (c) the Terms & Conditions of Contract;
  - (d) 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 History Books of Maulana Abul Kalam Azad Life for Class-V to XII and services which shall be supplied / provided by the Printer are as under:

SL. NO.	BRIEF DESCRIPTION OF SERVICES	QUANTITY TO BE SUPPLIED	No. OF BOOKS	PER BOOK PRICE	PER BOOK PRICE	TOTAL CONTRACT PRICE	DELIVERY TERMS

TOTAL VALUE:

**DELIVERY SCHEDULE:**

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)

**SECTION -XI :**  
**PERFORMANCE SECURITY FORM**

To:

**The Bihar State Text Book Publishing Corporation Ltd.,**  
Pathya Pustak Bhawan,  
Budha Marg,  
Patna-1.

WHEREAS ..... (Name of Printer)  
hereinafter called "the Printer" has undertaken , in pursuance of Contract  
No..... dated,.....2019 for Printing, Binding& Supply ofHistory Books of  
Maulana Abul Kalam Azad Life for Class-V to  
XII.....(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 the .....day of.....2019

Signature and Seal of Guarantors.....  
.....  
.....

Date.....2019

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

**SECTION - XII:**  
**PERFORMANCE STATEMENT**

Performa for Performance Statement (for a period of preceding three years)

Name of the Firm .....

Financial Year .....

Order placed by (Full address of Purchaser)	Order No. & Date	Description & quantity of printing ordered	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any	Has the supply been satisfactory? (Attach a certificate from the Purchaser /consignee)
				As per contract	Actual		
1	2	3	4	5	6	7	8

**Signature and seal of the Bidder**

**SECTION – XIII :**

**PROFORMA FOR EQUIPMENT AND QUALITY CONTROL EMPLOYED BY THE PRINTER**

BID NO. ....DATE OF OPENING : .....

NAME OF THE BIDDER.....

(Note: All details should relate to the Printer for the items offered for supply)

1. Name & full address of the Printer
2. (a) Telephone & Fax No. Office/Factory/Works  
(b) Telex No. Office/Factory/Works  
(c) Telegraphic address:
3. Location of the Printing Press
4. Details of Industrial License, where ever required as per statutory regulations
5. Details of important Plant & Machinery functioning in each department (Monographs & description of the printed items be supplied, if available)
6. Details of the process of Printing in the Press
7. Details & stocks of raw materials held
8. Production capacity of item(s) quoted for, with the existing Plant & Machinery
  - 8.1 Normal
  - 8.2 Maximum
9. Details of staff
  - 10.1 Details of technical supervisory staff in charge of production & quality control
  - 10.2 Skilled labour employed
  - 10.3 Unskilled labour employed
  - 10.4 Maximum No. of workers (skilled & unskilled) employed on any day during the 18 months preceding the date of Tender.
10. Is the Printer registered with the Directorate General of Supplies and Disposals, New Delhi 110 001, India? If so, furnish full particulars of registration, period of currency etc. with a copy of the certificate of registration.

.....  
Signature and seal of the Printer

**SECTION – XIV :**

**AFFIDAVIT**

I/We.....S/o.....  
.. aged.....Proprietor/ Partners/ Managing Director of M/s.....  
.....and having my registered/corporate office at  
..... do hereby solemnly affirm and declare  
as under:

1. That all the machinery and equipment as listed below have been purchased by me/us,  
and are possessed by me/us in the name of M/s.....  
.....

**PLATE MAKING / CTP**

Sr. No.	Unit	Name of Machines	Size	Make	Model (year of manufacture)
1	2	3	4	5	6

That the aforesaid binding machines are installed at (address)  
.....  
.....

**SHEET-FED OFFSET PRINTING MACHINES**

Sr. No.	Unit	Name of Machines	Size	Colour	Make	Model (year of manufacture)
1	2	3	4	5	6	7

That the aforesaid printing machines are installed at (addresses)

Unit-I .....

Unit-II .....

Unit-III .....

**WEB OFFSET PRINTING MACHINES**

Sr. No.	Unit	Name of Machines	Size	Colour	Make	Model (year of manufacture)
1	2	3	4	5	6	7

That the aforesaid printing machines are installed at (addresses)

Unit-I .....

Unit-II .....

Unit-III .....

**BINDING MACHINES**

- 1. No. of Cutting Machines ..... Size(s) ..... .....
- 2. No. of Perfect Binding Machine .....
- 3. Strapping Machines .....
- 4. Numbering Machines .....
- Unit-I .....
- Unit-II .....
- Unit-III .....

Power Generator installed at (address) .....  
.....

DEPONENT

**VERIFICATION**

Verified on this.....day of.....2019 at ..... that  
 I/We.....S/o.....  
 ..... Prop./Partners/Managing Director of  
 M/s.....(address)  
 .....that all the information stated  
 above is true and correct to the best of my knowledge and belief and nothing material has  
 been concealed therefrom..

Deponent

**SECTION – XV:**  
**PROFORMA OF CHALLAN**

(Name and address of the Bidder)

Work order No:.....

Challans no:

Date:

Name of the District: .....

.....

Sl. No.	Name of the various items ordered	No. of Booksreceived	Date of Receiving	Remarks

**Note:**

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

**Signature of:**

**Representative of Supplier**

**Full Name**.....

**Date**.....

**Mobile No:**.....

**Signature & stamp of:**

**BSTBPC Godown, Patna**

**Full Name**.....

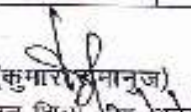
**Date**.....

**Mobile No:**.....



**District wise Maulana Abul Kalam Azad books distribution no.**

Sl. No.	Districts Name	No. of Schools (Elementary Level)				Total no. of Books (per school 2)	Round Figure
		Govt	Aided	Private	Total		
1	ARARIA	1967	120	263	2350	4700	4700
2	ARVAL	506	3	68	627	1254	1300
3	ACHANGABAD (BIHAR)	2122	13	253	2388	4776	4900
4	BANKA	2065	30	130	2229	4458	4500
5	BEGUSARAI	1535	53	236	1828	3656	3700
6	BHAGALPUR	1851	52	105	2008	4016	4050
7	BHOJPUR	2030	30	250	2310	4620	4650
8	BUXAR	1173	32	66	1270	2540	2550
9	DARBHANGA	2416	150	242	2808	5616	5650
10	GAYA	3131	9	201	3341	6682	6700
11	GOPALGANJ	1788	32	250	2070	4140	4150
12	JAMUI	1707	6	148	1861	3722	3750
13	JEHANABAD	900	10	82	992	1984	2000
14	KAIMUR (RHASUA)	1208	5	100	1313	2626	2650
15	KATIHAR	1837	278	152	2267	4534	4550
16	KHAGARIA	1056	12	68	1136	2272	2300
17	KISHANGANI	1415	285	67	1767	3534	3550
18	LAKHISARAI	775	5	92	872	1744	1750
19	MADHEPURA	1577	9	57	1643	3286	3300
20	MADHUBANI	2957	148	150	3265	6530	6550
21	MUNGER	1110	18	100	1228	2456	2500
22	MUZAFFARPUR	3044	28	385	3457	6914	6950
23	NALANDA	2199	33	442	2680	5360	5400
24	NAWADA	1668	9	258	1955	3910	3950
25	PASHCHIM CHAMPARAN	2557	116	311	2984	5968	6000
26	PATNA	3333	43	603	3982	7964	8000
27	PURKA CHAMPARAN	3113	41	512	3666	7332	7350
28	PURNIA	2236	141	180	2557	5114	5150
29	ROHTAS	2109	39	488	2634	5268	5300
30	SAHARSA	1278	23	169	1469	2938	2950
31	SAMASTPUR	2645	16	222	2883	5766	5800
32	SARAN	2580	32	172	2784	5568	5600
33	SHIKHPURA	501	3	93	602	1204	1250
34	SHIVOHAR	420	16	39	475	950	950
35	SILAMARI I	2089	43	127	2359	4718	4750
36	SIWAN	2103	34	442	2579	5158	5200
37	SUPAUL	1711	113	75	1899	3798	3800
38	VAISHALI	2075	10	274	2359	4718	4750
	<b>Total</b>	<b>71065</b>	<b>2049</b>	<b>7783</b>	<b>80897</b>	<b>161794</b>	<b>162600</b>

  
 (कुमारी सानुज)  
 निदेशक, जन शिक्षा - प्रथम क्रम, सि. वि. विभाग, पटना