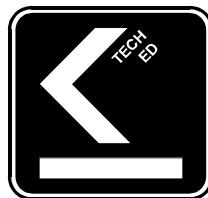


# **TENDER DOCUMENT**

**FOR**

**Printing and supply of  
JET and Pharmacy 2010  
Prospectus**



*Price Rs. 500/-*

---

---

**THE PUNJAB STATE BOARD OF TECHNICAL  
EDUCATION AND INDUSTRIAL TRAINING**

**CONDITIONS GOVERNING THE TENDER  
FOR PRINTING OF JET-2010 AND PHARMACY 2010 PROSPECTUS**

1. Tenders for Printing of JET and Pharmacy 2010 Prospectus are invited from the Offset Printers having their own offset presses and having annual turn over of above Rs. 30 lacs in the year 2008-09. Only Tenders received upto 3.00 PM on **19/02/2010** will be eligible for consideration as per Tender Notice and shall be further subject to the terms and conditions mentioned in the tender document.
2. Each tender should be accompanied with earnest money of Rs. 10,000/- in form of FDR/Drafts in favour of the Secretary, Punjab State Board of Technical Education and Industrial Training, Chandigarh. Tender not accompanied with earnest money shall not be entertained. Earnest money in cash or by cheque shall not be accepted. No concession/exemption regarding deposit of earnest money will be given on any ground, what so ever and tenders not accompanied with earnest money will be rejected straightway.

Particulars of FDR/draft etc. on account of earnest money must be filled in the Proforma of Technical Bids and the FDR/draft should be put in the envelope containing Technical Bid.

Tender should be filled in two separate parts and in two envelopes. First envelope should contain technical details of the press. Technical details should be filled in the Performa supplied along with this tender and may be subscribed on the envelope "Technical Bid for Printing of JET-2010 and Pharmacy -2010 Prospectus". Second envelope will contain the Commercial Bid and rates should be quoted in the performa supplied for this purpose alongwith this tender and may be subscribed as "Commercial Bid for JET-2010 and Pharmacy-2010 Prospectus".

Technical bids will be opened first at 3.30 P.M. on 19/02//2010 in the presence of those tenderers who may wish to be present. The Commercial Bids of only those tenderers will be opened on 22/02/2010 at 3.00 P.M. who are found to qualify as per "Technical Bid". Officers of the Board may inspect the premises of the printers/suppliers in order to verify the particulars mentioned in the Technical Bid. Commercial Bids will be opened after finalising the Technical Bids, the date of which will be intimated at the time of finalising the Technical Bids.

3. JET -2010 and Pharmacy-2010 Prospectus are to be supplied as per the specifications indicated in Schedule 'A'
4. Rate should be quoted per prospectus in the proforma of "Commercial Bid" attached with Schedule 'A'.
5. The bidders will have to supply 3 identical samples of the papers along with their bids. A design/pattern of the JET -2010 and Pharmacy-2010 Prospectus required by the Board can be seen in the Board's Office on any working day. Bid not accompanied by the sample shall not be entertained. The samples of papers with name of mill and samples must be signed and stamped by the tenderer.
6. The bidder shall supply Prospectus exactly as per specifications indicated in Schedule 'A'. Any number of sample of paper used for printing may be drawn by the Board's official from the material, at random, and got tested from any laboratory of repute. Expenses of laboratory charges will be borne by Board in case of material supplied is as per specification of GSM or within admissible tolerance limit as mentioned below. But in case material supplied is not as per specification and beyond tolerance limit then expenses of laboratory testing will be charged from supplier. The following percentage of variation in GSM shall be tolerable :-
  - (i) Maplitho paper – 2.5%
  - (ii) Prinitng/Writing Paper – 2.5%
  - (iii) Art Card Paper – 4.0%

In case variation in GSM is more than above said tolerance limit, following price cut/ penalties shall be levied: -

- (a) Price of supply material will be reduced directly in proportions to the less GSM supplied, and
- (b) Penalty @ 1.25% on bill amount for per less GSM from specification i.e. if variation in GSM is 2 then



than what is mentioned in the invoice the Printer will have to make good the shortage within one week, otherwise failure would be taken as surrender of work and penalty will be imposed accordingly.

17. The details of infrastructure of the offset Printing Machines must be enclosed with the tender on the prescribed performa.
18. Printer is required to print the JET -2010 and Pharmacy-2010 Prospectus at his own press and not allowed to distribute the work further to any other press. In case it is found that the printer is having the printing done from any other press, the Print Order will be cancelled and the printer will not be entitled for any payment. In such cases both the presses will be blacklisted and the security as well as earnest money will be forfeited.
19. 80% payment will be made within 15 days and balance payment after GSM testing.

CERTIFIED THAT I/WE HAVE READ THE CONDITIONS CAREFULLY AND UNDERTAKE TO ABIDE BY THEM FAITHFULLY. FURTHER CERTIFIED THAT I/WE WILLBE ABLE TO PRINT AND SUPPLY THE REQUIRED JET-2010 AND PHARMACY-2010 PROSPECTUS WITHIN THE STIPULATED PERIOD.

(Signature of Printer)

Name of Printer \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**DETAIL OF SPECIFICATIONS****PART - I****Printing and Supply of JET-2010 Prospectus on HPC/Ballarpur/JK/ITC  
Map Litho (Superior Paper) and Superior Art Paper**

<b>SNo.</b>	<b>Description</b>	<b>Paper quality</b>	<b>Size</b>	<b>Printing</b>	<b>Tentative Qty.</b>
i)	Title Cover including back page	Superior Art Paper 240 GSM	8.5" x 10.5"	4 colours	50,000 ± 10,000
ii)	Text pages (Containing 85 pages in each Prospectus)	Map Litho (Superior paper) 70 GSM	8.5" x 10.5"	2 colour	each prospectus contains 85 pages
iii)	Numbering of Prospectus in 16 places including the backside of the prospectus.				
iv)	Binding of Prospectuses (as per sample to be given to supplier)				

**Note:** Separate orders for the supply of JET- Prospectuses and Pharmacy Prospectuses will be issued and these will be in one or more installments. The supply will have to be made within 20 days from the supply order.

for Punjab State Board of Tech.  
Edu. and Industrial Training,  
Chandigarh.

**DETAIL OF SPECIFICATIONS****PART - II****Printing and Supply of Pharmacy -2010 Prospectus on HPC/Ballarpur/JK/ITC  
Map Litho (Superior Paper) and Superior Art Paper**

<b>SNo.</b>	<b>Description</b>	<b>Paper quality</b>	<b>Size</b>	<b>Printing</b>	<b>Tentative Qty.</b>
i)	Title Cover including back page	Superior Art Paper 240 GSM	8.5" x 10.5"	4 colours	2,000 - 2,500
ii)	Text pages (Containing 32 pages in each Prospectus)	Map Litho (Superior paper) 70 GSM	8.5" x 10.5"	2 colour	Each prospectus contains 32 pages
iii)	Numbering of Prospectus in 16 places including the backside of the prospectus.				
iv)	Binding of Prospectuses (as per sample to be given to supplier)				

**Note:** Separate orders for the supply of Pharmacy Prospectuses will be issued and these will be in one or more installments. The supply will have to be made within 20 days from the supply order.

for Punjab State Board of Tech.  
Edu. and Industrial Training,  
Chandigarh.

## Proforma for Technical Bid

### TECHNICAL DETAILS OF THE PRESS.

Name of the Press \_\_\_\_\_  
Location of the Press \_\_\_\_\_  
Established since \_\_\_\_\_  
Constitution of Press \_\_\_\_\_

SR.NO.	NAME OF MACHINE	SIZE	SPEED OF MACHINE PER HOUR
1.	Details of Printing machinery		
	i)	_____	_____
	ii)	_____	_____
	iii)	_____	_____
	iv)	_____	_____
2.	Details of Computers and Typesetting Equipments		
	i)	_____	_____
	ii)	_____	_____
	iii)	_____	_____
	iv)	_____	_____
3.	Details of Processing Machinery & Plate Making		
	i)	_____	_____
	ii)	_____	_____
	iii)	_____	_____
	iv)	_____	_____
4.	Detail of Binding Machinery		
	i)	_____	_____
	ii)	_____	_____
	iii)	_____	_____
	iv)	_____	_____
5.	Manpower available with the Printer		_____
	i.	Number of persons engaged in office ( give details)	_____
	ii.	Number of Persons engaged in Processing Section(give details)	_____
	iii.	Number of persons engaged in Printing Section(give details)	_____
	iv.	Number of Persons engaged in Binding Section(give details)	_____

Other details of the Press

- i. Turnover in the last three years  
(Please attach photocopies of Income Tax return for 2008-09 alongwith audited balance sheet & Profit and Loss Account

2006-07	2007-08	2008-09

- ii. Whether there is any experience in Printing of Prospectus etc. If so, give details:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

- iii. Present Major Customers of the Press

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 0 \_\_\_\_\_

**Particulars of Earnest Money**

Earnest Money: Bank Draft No. \_\_\_\_\_ Dated \_\_\_\_\_

Name of the Printer \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

**Stamp & Signature of the Printer**

**PROFORMA - COMMERCIAL BID**

**PART - I**

**Printing and Supply of JET-Prospectus-2010 on HPC/Ballarpur/JK/ITC  
Map Litho (Superior Paper) and Superior Art Paper**

**Your are requested to kindly quote the rate for one JET-Prospectus.**

<b>Item</b>	<b>Rate per Prospectus</b>
<b>JET-Prospectus</b>	
i) For text pages	_____
ii) Title Cover, including back page (Numbering and Binding)	_____
iii) Total rate (i) + (ii) per prospectus	_____
<b>(Note : Comparision of rates for allotment of tender shall be done on the basis of total rate per prspectus)</b>	
<b>(for more specification may see annexure 'A' at page No. 5)</b>	

**PART - II**

**Printing and Supply of Pharmacy-2010 Prospectus on HPC/Ballarpur/JK/ITC  
Map Litho (Superior Paper) and Superior Art Paper**

**Your are requested to kindly quote the rate for one Pharmacy Prospectus.**

<b>Item</b>	<b>Rate per Prospectus</b>
<b>Pharmacy-2010 Prospectus</b>	
i) For text pages	_____
ii) Title Cover, including back page (Numbering and Binding)	_____
iii) Total rate (i) + (ii) per prospectus	_____
<b>(Note : Comparision of rates for allotment of tender shall be done on the basis of total rate per prspectus)</b>	
<b>(for more specification may see annexure 'B' at page No. 6)</b>	

Note: i) Supply will be made within 20 days from the issue of supply order.  
ii) Rate includes all taxes and other incidental charges including freight and octori charges.  
iii) For any increase or decrease in text pages the following method will be adopted for payment-  
i.e. If the price of the text pages of the JET/Pharmacy Prospectus comes to Rs. 50.00 for 80 pages  
and the pages increases to 88 then calculation will be made on the basis of rates of text pages as

quoted at (i) above as  $\frac{50}{80} \times 88$  and vise-versa and same will be adpted for Pharmacy prospectus.

Name of Printer and \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Stamp and Signature of Printer **9**