



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



1st Floor, Vidyut Bhawan - II, Bailey Road, Patna- 800 021; Ph.:+91-612-250 4980; Fax:+91-612-250 4960; Website:www.brplp.in

Ref. NO: BRPLP/Proj-CF/918/16/1474

Date: 30.06.2016

INVITATION FOR QUOTATIONS FOR PRINTING & SUPPLY OF SHG TRANSACTION BOOK (LEN DEN PRAPATRA) UNDER SHOPPING PROCEDURE (BTDP).

To

Dear Sirs,

Sub: INVITATION FOR QUOTATIONS FOR PRINTING & SUPPLY OF SHG TRANSACTION BOOK (LEN DEN PRAPATRA--BTDP).

1. You are invited to submit your most competitive quotation for Printing & Supply of the following item :

Sl.No.	Brief Description of the Goods	Specification	Quantity (Sets)	Delivery Period	Place of Delivery
1.	Printing of loose sheet of Len-Den Praptra (SHG)	A2 Size (31 cm X 38 cm).70 GSM Maplitho white paper.Bundling, stapling & cloth pasting-30 sheets in one set. (28 sheets of LDP,01 front side sheet where in front page LEN-DEN PRAPTRA will be written & 01 sheet where rules of PANCHSUTRAS will be written at back side)All the materials will be printed in single color . NOTE- Basically all the 28 sheets of LDP has the same print material/content. Rest 2 sheets having 2 different printing materials/content.	200000 SETS	45 days from the date of handing over of the final content	As per annexure -III

2. Government of India has received a credit from the International Development Association (IDA) in various currencies towards the cost of the State Rural Livelihoods Mission (SRLM) and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. Important Dates and Times/Bid Document
- 3.1 Last Date & Time for Submission of Bids : 14-07-2016 till 03.00 PM
- 3.2 Opening of bid : 14-07-2016 till 03:30 PM

Signature



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4. **Qualification criteria.**

- a) Have own printing press. Undertaking to be given.
- b) Having at least three years of experience in printing. (To be filled in Annexure – A). Photocopy should be attached.
- c) Sample of paper (duly signed and stamped) should be enclosed.
- d) The average turnover of three financial year i.e 2014-15, 2013-14 and 2012-13 should be 45 lakhs. Audited balance sheet should be attached.

5. **Bid Price**

- a) Interlineations, corrections, erasures and/or over-writings shall be valid only if initialed by the person or persons signing the bid.
- b) Applicable Sales/CST/VAT must be clearly stated. All duties, taxes, freight, insurance, delivery charges and other levies payable by the contractor under the contract shall be included in the quoted price.
- c) The rates quoted by the bidder shall be fixed for the duration of the supply and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.
- e) Tax will be deducted at source, if applicable.
- f) VAT in connection with the sale shall be shown separately.

6. **Submission of Bids:**

- a) A bidder shall submit only one quotation in a sealed envelope.
- b) The bidder must mention full detail specification of the items quoted. Mere copying of the specifications mentioned by the purchaser or mentioning words like “complying”/”compliant” is not sufficient.
- c) Envelope containing bids must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.

7. Bidder should have registered under Value Added tax Act (VAT) Act 2005. VAT amount will be deducted at source and form C-II will be issued under VAT Rule 29(4) & for non-deduction of tax at source form C-III is required.

8. **Liquidated Damages**

For delays:

The applicable rate is 0.5 % per week and the maximum deduction is 5 % of the contract price. On further delays, purchase order may be cancelled.

9. **Validity of Quotation**

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

SM



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10. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) Are properly signed; and
- (b) Conform to the terms and conditions, technical specifications and qualification criteria.

11. Award of Contract

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who in the assessment / judgment and sole discretion of the BRLPs, has technical capability to execute the contract and has quoted the lowest price.

11.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject part/all quotations at any time prior to the award of contract.

11.2 The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

12. Quality Verification

Quality of printed/supplied books of records may be verified either by a team of BRLPS officials constituted by the CEO or by a third party agency as per the decision of BRLPS. The quality verification may be done at printer site or at the site of place of delivery. Supplier has to inform in writing before final delivery about the completion of printing, so that quality may be verified.

13. The supplier has to provide proof (in hard copy in prescribed paper size) for approval before final printing.

14. In case of proprietor ship firm, the government documents required ,which establish the relationship between proprietor and the firm.

15. Payment shall be made within 21 days (excluding Sundays and Holidays) after satisfactory delivery, quality and quantity verification of the books of records. The supplier has to provide separate challans for each delivery which should be duly signed and stamped from the concerned office.

16. We look forward to receiving your quotations and thank you for your interest in this project.

Encl.:Annexure I- Experience of printing for at least three years.

Annexure II- Format of Quotation

Annexure III- Delivery schedule.

Yours Faithfully,

(Dr. Santosh)

Procurement specialist



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Annexure: - I - Experience of printing for at least three years.

Subject: Bid for the supply of _____

Detail information regarding orders executed for at least three years

- a) Bidder should appropriately fill each column. Use extra sheet if the space below is insufficient.
- b) Enclose copies of the purchase order in chronology.

Sl.	Reference to order no. and date for completion and delivery as per order	Amount of order	Name of the office/authority by which the order was placed	Date of completion of delivery of the order	Reason for the exemption of order or delay in supplies of order, if any

Authorized Signature of supplies with stamp

Date:

Place:

