

DIRECTORATE OF PRINTING, STATIONERY AND PUBLICATION, ODISHA,
MADHUPATNA, CUTTACK-753010,

**TENDER NOTICE NO.3/FOR PROCUREMENT OF MACHINERIES
AND ALLIED WORKS FOR THE YEAR,2020-21.**

Sealed tenders in separate sealed covers (Technical bid along with E.M.D. in one cover and price bid in another cover) in prescribed form are invited from bona fide Manufacturers or their Authorised Delaers for supply of different Machinerics and Allied Works for the year, 2020-21 to the Directorate of Printing, Stationery and Publication, Odisha, Madhupatna, Cuttack as per terms and conditions mentioned in the tender documents. The tender details have been hoisted in the Odisha State Government Website i.e. www.odisha.gov.nic.in/www.ogpress.nic.in

2. Details of tender documents with specification of machines can be obtained on any working day during office hours from **27.11.2020 to 17.12.2020** (both days inclusive) from 11.00 A.M. to 4.00 P.M. from the office of the undersigned on payment of Rs.1515/- (Rupees one thousand five hundred fifteen) only including tax (non-refundable) on deposit in cash only.

3. The tender documents can also be downloaded from Odisha Government Website i.e. www.odisha.gov.nic.in/ www.ogpress.nic.in. In such cases the tender is to be submitted along with a Bank Draft of Rs.1515/- (Rupees one thousand five hundred fifteen) only (non-refundable) drawn in favour of the Director, Printing, Stationery and Publication, Odisha, Cuttack.

4. The tender documents along with Earnest Money Deposits in prescribed manner shall be received by 1.30 P.M. on **18.12.2020** and the documents (Technical Bid) will be opened on the same day at 3.00 P.M. in presence of bidders or one of their representative in the Mini Conference Hall of the Administrative Building.

5. Tender shall be finalized by the Authority.

6. The undersigned reserves the right to reject any or all tenders and to alter/amend the terms and conditions of tender without assigning any reason thereof.

7. Disputes, if any, arises are subject to the Court of Cuttack jurisdiction.

Sd/-M.Pratap
Addl. D.G. of Police -Cum- Director,
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack.

INVITATION TO TENDER

The **DIRECTOR, Printing, Stationery & Publication, Odisha, Cuttack** (Hereinafter referred to as the '**DIRECTOR**') invites sealed tenders in the prescribed form from the bonafide manufacturers/authorised dealers for supply of different **Machines and Allied Works for the year, 2020-21**, as mentioned in the tender schedules attached hereto for use in this Press.

1. SALE OF TENDER PAPER

Prescribed tender documents may be obtained from the office of the **DIRECTOR** at Madhupatna, Cuttack-753010 on payment of Rs. 1,515/- (Rupees one thousand five hundred fifteen) only including GST per set of tender document by cash only. **In no case payment made otherwise shall be accepted.** The payment made for the tender documents is **non-refundable**. The tender documents may be obtained on any working day between 11.00 A.M. to 4.00 P.M. from **27.11.2020 to 17.12.2020**.

The tender documents can also be down loaded from Odisha Govt. Website i.e. www.odisha.gov.nic.in / www.ogpress.nic.in. In such cases the tender is to be submitted along with a bank draft of Rs.1,515/- (Rupees one thousand five hundred fifteen) only including GST (non-refundable) drawn in favour of Director, Printing, Stationery & Publication, Odisha, Cuttack.

2. EARNEST MONEY DEPOSIT

The tenderer shall deposit earnest money @ 2% (two per cent) of the tendered value in shape of Postal Savings Pass Book/National Savings Certificate/Post Office Time Deposit from any Post Office in India /Deposit receipts of Nationalised Banks/Scheduled Banks duly pledged in favour of Director, Printing, Stationery & Publication, Odisha, Cuttack (**except Bank Draft & Cheque**) and Bank Guarantee from any Commercial Bank is an acceptable form. The E.M.D. is normally to remain valid for a period of 45 days beyond the financial bid validity period. Request for transfer of any previous deposit or adjustment of earnest money from any claim payable will not be entertained. **Tenders without Earnest Money deposit shall not be considered under any circumstances. Transfer of deposit of E.M.D. towards deposits of security deposit money shall not be permitted.**

(2) The tenderer shall not be entitled to any interest on the earnest money, except what may be allowed and paid by the Postal Authorities/Bank Authorities.

(3) The earnest money deposit of a successful tenderer shall be retained for due fulfillment of the contract by the tenderer until the tenderer furnishes the prescribed security deposit as in Clause-1 of the conditions of contract.

(4) The earnest money deposit of unsuccessful tenderer(s) shall be refunded soon after expiry of the validity period of tender as possible and latest by 60th day after the award of the contract.

(5) In the event, the tenderer does not furnish the amount of security deposit in the manner as stipulated in Clause-1 of the conditions of contract and/or fails to execute the agreement within a period of ten days from the date of receipt of letter of acceptance, the earnest money deposit shall be absolutely forfeited to the said Government of Odisha in respect of the items for which no agreement is executed without prejudice to the right of the DIRECTOR to such claims/action under these terms and conditions. The performance security shall remain valid for a **period of sixty days** beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid Security shall be refunded to the successful bidder on receipt of performance security.

(6) The earnest money deposit shall also be forfeited under the circumstances indicated in clause-5(1) below.

3. RIGHT OF ACCEPTANCE/REJECTION OF TENDER AND AWARD OF CONTRACT

(1) The right of acceptance of tender and/or award of contract rests with the DIRECTOR who does not bind himself to accept the lowest tender and also reserves to himself the right to reject any or all the tender(s) received without assigning any reason thereof.

(2) The right of acceptance of tender and award of contract includes, notwithstanding anything contained in the tender documents, the right to apportion the contract for the tendered quantity between any two or more parties and/or to increase and/or decrease the tendered and/or contracted quantity of one or more or all of the articles.

4. SPECIAL ELIGIBILITY CRITERIA / TERMS AND CONDITION

01. The bidder must be the Manufacturer or Authorised Dealer of the product at least for **last 5 years** and must have its own sale and service support setup/office within India. First preference will be given to the manufacturer of the product with service facility of their own.

02. The bidder must furnish the User-list of Odisha & neighboring States for Product verification and assessment of performance and after sales service support.

03. The manufacturer must have own service support facility within the state of Odisha or neighboring states. The bidder must furnish the name and detail address of their Service Centers along with the details of the service support staffs for verification.

04. The bidder must have own in-factory training/ Pre installation training facility within India for pre-installation, operational & maintenance trainings.

05. Guaranty for availability of spare parts for at least 10 years from the year of supply to be provided.

06. The Catalogue of the quoted products should be available in the website of the manufacturer.

5. VALIDITY OF TENDERS

(1) All the tenders shall remain valid for acceptance till 31.3.2021. If the tenderer withdraws or amends the offer before expiry of the above period without consent of the DIRECTOR, the earnest money furnished by him (them) shall be forfeited in full. Conditional tenders are liable for rejection.

(2) No extension of time shall be allowed for submission of tender in any circumstances unless otherwise specifically extended by the DIRECTOR by an advertisement in newspapers.

6. TENDER'S UNDERSTANDING OF THE TENDER DOCUMENTS

The tenderer shall carefully go through the tender documents and fully inform himself as to all the terms and conditions, contained herein before submission of the tender. If a tenderer find any discrepancies or omissions or in doubt as to their meaning, he should at once notify the DIRECTOR and obtain clarification in writing prior to submission of this tender. Verbal clarifications and/or information given by the DIRECTOR or the employees working under him or his representatives shall not be binding on the DIRECTOR.

7. NO CLAIM OR COMPENSATION FOR SUBMISSION OF TENDER

No tenderer shall be entitled to claim any costs, charges, expenses of or incidental to or incurred by him through or in connection with submission of this tender even though the DIRECTOR may elect to withdraw the invitation to tender without notice and without assigning any reason whatsoever.

Sd/-M.Pratap,
Addl.D.G. of Police-cum- Director,
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack.

INSTRUCTIONS TO TENDERERS

1. SUBMISSION OF TENDER

1.1. Each set of tender documents shall be serially numbered and each page thereof duly authenticated by the initials/signature of any officer authorised by DIRECTOR and Rubber Stamp affixed. The tenderer shall check the documents immediately after the purchase of the same. Should the set (Tender documents) purchased by the tenderer does not contain the initials/signature and rubber stamp indicated above he should immediately report the fact to the officer who has issued the tender along with the cash receipt obtained from the Cashier of the office of the DIRECTOR. This shall however under no circumstances be accepted as a ground for extension of time for submission of tender.

1.1.1. All corrections etc. should be authenticated by the initials/signatures of the tenderer, otherwise it will not be accepted.

1.1.2. Scoring, Cutting, Deleting or Mutilation in any form of tender documents unless initialed (Duly rubber stamped) by an officer authorised by the DIRECTOR will be liable to be rejected.

1.1.3. The tenderers are required to make an Earnest Money deposit equivalent to 2% of the value of the machine in Indian Currency. **The Earnest Money deposit is to be made in the shape of National Savings Certificate /Bank Guarantee of any Commercial Bank /Nationalize Bank /Deposit receipts of Scheduled Banks duly pledged in the name of the Director, Printing, Stationery & Publication, Odisha, Cuttack.** Tenders without payment of Earnest Money are liable for rejection.

1.2. All information in the tender form shall be in English. Failure to comply this may lead to rejection of the tender.

1.2.1. The tender form shall be filled in duly typed. No tender filled in otherwise shall be considered.

1.3. The rate(s) shall be quoted in rupees and paisa per Unit, as prescribed in the tender schedule both in figures and words.

1.4. One rate should be offered for one item. Submission of multiple rates against one item is liable to be invalidated. In case there are really different machineries to be offered against one item, more than one rate can be considered. But the tenderer in all such cases shall clearly mention the specific brand, make, models etc. and enclosed detailed literature.

1.4.1. The rates quoted for the machine and equipment shall include free installations,(including the charges of unloading, shifting of machine to installation places, commissioning etc.) demonstrations and training of the personnel in the working of the machineries and factory training at manufacturing Co.

1.4.2. The rate quoted shall include cost of materials along with its accessories and attachments that may be required for working of the machines.

1.4.3. The tenderers shall have to make their own arrangement for installation and demonstration except unskilled and semi-skilled labourers required for the purpose.

1.4.4. (i) The tenderer shall quote the basic rate which shall be inclusive of all taxes, duties, charges viz., excise duty, freight, cess etc. but shall be exclusive of only G.S.T. which shall be paid extra as applicable.

(ii) Details, as in Annexures-II and III, must be furnished. The Overseas Tenderers or their authorised agents in India shall quote their rates in the Tender Schedule. **The rates shall be quoted for both C.F. (F.I.O.T.) and C.I.F.(F.I.O.T.) on complete liner terms by sea** with discharge Port Paradeep/ Calcutta/ Vizag or Calcutta by Air.

(iv) The rates for clearing and forwarding may also be quoted as stipulated in the tender schedule.

(v) The rates should be quoted distinctly under various heads.

(vi) Details as in *Pro forma* in quadruplicate must be furnished.

1.5. Like rate and quality of the machines, delivery period is also an important factor and is to be taken into consideration at the time of selection. Tenderers are therefore requested to give their positive delivery schedule along with their tender.

1.6. EACH PAGE OF TENDER DOCUMENTS BESIDES THE SPECIFIED PLACES IN THE TENDER DOCUMENTS SHALL ALSO BE SIGNED BY THE TENDERER WITH HIS USUAL SIGNATURE.

Tender by Partnership firm may be signed in the firm's name by one of the Partner or Manager as the case may be or any other duly authorised representative followed by the name and designation of the persons so signing. Tenders by other than the sole proprietorship firm or a partnership firm may be signed by a person authorised in his behalf and a Power of Attorney or satisfactory proof showing that the person(s) signing the tender document on behalf of the tenderers is duly authorised to do so must accompanied with the tender.

1.6.1. With their quotations the tenderer shall sign the invitation to the Tender, Instructions to Tenderers, Conditions of Contract, Tender Form, Tender Schedule, Annexures etc. in token of acceptance thereof. The signature on the tender schedule alone shall be deemed to accompany of all the schedule of rates, specification terms and conditions stipulated in invitation to tender, instruction to tenderer, conditions of contract, Tender Form, Tender Schedule Annexure etc. forming part of the Tender Documents.

1.6.2. Witnesses shall be person of status and their address names and occupations shall be stated below their signatures. All signatures shall be dated.

1.7. Submission of more than one tender by a particular tenderer under different names is strictly prohibited. Should it at any time be discovered that this condition has been violated all the tenders submitted by the tenderer would be rejected or contracts cancelled and performance guarantee attached without prejudice to the right of Director to take such other legal action as may be deemed fair and proper.

1.8. All offers addressed to the Director, Printing, Stationery & Publication, Odisha, Cuttack-753010 should be in separate sealed cover clearly marked outside **TENDER FOR SUPPLY OF different Machines and Allied Works** for the year,2020-21. **The first sealed cover will contain all tender documents along with E.M.D. except rate of articles and second sealed cover will contain the tender with rates of articles only.**

1.8.1. Tenders sealed and super scribed as above may also be sent by Registered Post Addressed to the above Authority so as to reach him by the due date and time.

1.8.2. A tender delivered or sent otherwise as stated above will be at the risk of the tenderer.

1.8.3. A tender which is received after the time and date specified above is liable to rejection.

1.8.4. The tenderer shall quote firm rates which shall remain valid for acceptance till 31.3.2021 and shall not be subject to any revision for any reason whatsoever. Tenders containing stipulation as to variation in price.

2. REQUEST FOR CLARIFICATION AND/OR MODIFICATION IN TENDER

2.1. If a tenderer seeks to clarify his quotations or rates this can only be done in a separate conversing letter to the tender. No request for modification(s) to invitation to tender, instructions to tenderers, tender form, condition of contracts etc. will however be entertained. If the contents of the covering letter are to be considered as part of the quotation, this should be specifically mentioned by the tenderer, If any of these conditions admitted for consideration has a financial bearing in the cost quoted, the additional cost arising out of the condition(s) will be added for comparative evaluation of tenders. The decision of the Director as to how much would be additional cost shall be final, conclusive and binding on the tenderer.

2.2. Any request from the tenderer in respect of additions, alternations, modifications, correction etc. of either terms and conditions or rates or his tender after opening of the tender may lead to rejection of his tender subject to consequences of the conditions contained herein.

3. NEGOTIATION

The Director or an Officer authorised on his behalf reserves the right to negotiate with any tenderer after opening of the tenders. No compliance by the tenderer(s) to such request for negotiations shall render his/their tender(s) liable to rejections.

4. SUBMISSION OF DOCUMENTS/PARTICULARS, ETC.

4.1. The tenderer shall submit the following with his offer--

- (i) The complete tender documents
- (ii) Literature indicating detailed specifications and procedure of use of the machine tendered for and the specification and quantity of any materials required in for smooth functioning of machine.
- (iii) Authority to sign the tender as in clause 1.6 above
- (iv) Proforma in quadruplicate duly filled in
- (v) Name and address of the bankers and a certificate from the bankers as to the financial standing of the tenderer. photo copy of income tax must be inclosed.
- (vi) The address of the organisation/firms to whom such machineries have been supplied by the tenderer should also be furnished for reference.
- (vii) The tenderer should state if he has a valid rate Contract. If so, a copy of the valid Rate Contract shall be enclosed with the Tender.
- (viii) Authorisation of Manufacturing Company shall be furnished alongwith tender in case the firm is a Authorised Dealer.

4.2. Tenders should be accompanied with Earnest Money, copies of latest return in Form GSTR-3B and GSTR-1 downloaded from GSTN portal along with copy of valid Registration Certificate in Form GST REG-25 in respect of bidders without which no tender will be considered. The original copy of aforesaid certificate may be produced at the time of execution of agreement, if required.

4.3. Tenderer must also submit with the Tender, a piece of testimonials with regard to their experience and satisfy the authorities calling for tenders on the following points.

- (i) His position as the properly accredited agent/representative of the responsible firm in proof of which he must produce the requisite registered power of attorney and/or the express authority of the same firm to act as its agent/representative.

5. NON-SUBMISSION OF DOCUMENTS/PARTICULARS

5.1 Tenders not having full particulars/not complying with any or some or all the requirements as mentioned in clause 1 to 1.8.4 and 4 to 4.3 above shall be liable for summarily rejection.

5.2. Any tender containing false information/particulars shall be liable to be rejected and tenderers found guilty of furnishing false information/particulars shall be debarred from any future dealing with the Director.

6. CANVASSING

Canvassing in any form is strictly prohibited and the tender(s) submitted by the tenderer(s) who resort to canvassing will be liable to rejection.

7. CONTRACT DOCUMENTS

The Tender Notice, Invitation to Tender, Instructions to Tenderers, Conditions of Contract, Tender Form, Tender specification, Pro-forma, Annexures and the covering letter, if any, shall form the Tender and the letter of acceptance awarding contract shall form the contract.

8. POWER OF EXEMPTION

Observance of the above instructions and stipulations and conditions contained herein on the part of the Tenderer is strictly obligatory. But the DIRECTOR may, however, in any exceptional cases exempt particular tenderer from observing one or more of the instructions and stipulations on the recommendation of the Purchase Committee.

CONDITIONS OF CONTRACT

1. PERFORMANCE SECURITY

The Tenderer whose tender is accepted (Hereinafter referred to as the "SUPPLIER") shall within 10 (ten) days from the date of receipt of letter of intent execute agreement with security deposit amounting to 10% cost of machine in shape of Postal Savings Bank Pass Book/ P.O.T.D./ N.S.Cs. duly pledging in favour of Director, Printing, Stationery & Publication Odisha, Cuttack./ Deposit receipt of any Nationalized Banks/Scheduled Banks in the name of the Director, Printing, Stationery & Publication, Odisha, Cuttack/ Bank Guarantee from any nationalized bank.

1.1. The DIRECTOR shall have the right to attach the entire security deposit or such portion thereof as may be considered adequate by the DIRECTOR for any breach or breaches of the terms and conditions of the contract by the SUPPLIER.

2. QUANTITY AND SPECIFICATION

Machine supplied shall be of such make, strength, quality, finish, size, shape, weight and all other particulars as offered and as approved by the DIRECTOR.

2.1 The contract may be awarded to L-1 bidder with special consideration given to the quality of the products.

3. QUANTITY

The number of machine specified in the tender schedule annexed thereto constitutes the total number which is estimated by the DIRECTOR will be required by the Government of Odisha for use during the period ending 31.3.2021 but should it transpire that the number of machine tendered for as mentioned above is in excess of or insufficient for the requirements of Government during such period as aforesaid (As to which this fact, the decision in writing of the DIRECTOR shall be final and conclusive against the SUPPLIER), then the DIRECTOR shall be at liberty, as the case may be either to intimate to the SUPPLIER by writing or writings from time to time under his hand that certain of the machineries contracted to be supplied will not be required by Government in which case the SUPPLIER shall retain and the DIRECTOR shall be under no liberty to purchase the same or to intimate to the SUPPLIER in the like matter as aforesaid that certain additional machineries are required in which case the SUPPLIER shall cause the same to be delivered to the DIRECTOR at the same rates and otherwise in all respects in accordance with the terms hereof as though such additional machineries have been included in the said tender such duly hereto annexed and in the event of the supplier being called upon either to reduce or increase the delivery of the machineries specified in the tender schedule hereto annexed in manner mentioned above, in neither of such cases shall be entitled to compensation on any ground whatsoever.

4. PACKING

The machineries shall be securely packed so that it is not damaged until it is installed in the premises selected by the DIRECTOR.

4.1. If the packing is such that the machine got damaged during transit or until installation, the SUPPLIER shall be liable to replace the machine so damaged within such period that the DIRECTOR may consider reasonable. In such a case of replacement, the SUPPLIER shall be entitled to the claim if any paid by the issuing Agency to the DIRECTOR, only in respect of the machine so replaced less the insurance premium, if any, paid by the DIRECTOR.

5. DELIVERY

Period of delivery is essence of the contract. Machine are required to be installed within one month of placement of orders.

5.1. The SUPPLIER shall, at once on bearing of the machineries with Road Transport Agency inform the consignee, as may be stated in Supply Order, by e-mail/Fax that the machineries have been despatched and immediately send the clean L.Rs.(Lorry Receipts) to the Consignee by Registered Post. Should there be any delay in taking delivery of the machineries at the destination due to delayed receipt of the L.R. and demurrage or other additional expenses are incurred by the Consignee, the SUPPLIER shall be responsible for such demurrage and additional expenses. The SUPPLIER immediately on demand by the Consignee reimburse the amount of demurrage and additional expenses paid by the Consignee failing which it will be recovered from his Bill/Security Deposit or other legal methods.

5.1.1. The Lorry Receipts should clearly indicate the Consignee as that mentioned in the supply order issued by DIRECTOR.

6. INSURANCE

6.1. All machineries despatched to the consignee as stipulated in clause 5.1 above by the SUPPLIER who is manufacturer of the machineries in India shall be comprehensively insured for all risks including war and S.R.C.C.(Ship & Road consignment copy) up to the godown of the Consignee at the SUPPLIER'S EXPENSES FAILING WHICH HE SHOULD BE LIABLE FOR LOSSES AND DAMAGES.

7. PAYMENT

Without prejudice to the right of the DIRECTOR to claim damages and/or losses and expenses under these terms and conditions payment for supplies shall be made as follows.

7.1. 100% payment would be made within 61 days from the date of successful commissioning of the machines.

8. INSTALLATION AND DEMONSTRATION

8.1.The SUPPLIER shall install the machinery and give flawless trial running in such premises (As may be indicated by the DIRECTOR) under his supervision. Only the unskilled and semi-skilled labourers that may be required for the installation and flawless trial running will be provided by the DIRECTOR.

8.2. Immediately on proper and satisfactory installation and flawless trial running (As to which this fact the decision in writing of the DIRECTOR shall be final and conclusive against the SUPPLIER) the DIRECTOR or an office/officers authorised by him shall issue a Certificate of completion stating the satisfactory installation and trial running of the machineries supplied by the SUPPLIER.

9. GUARANTEE

9.1. All machineries including accessories and attachments delivered to the DIRECTOR and installed at his premises by the SUPPLIER shall be of genuine make and brand as contracted and free of all defects and faults and of the best materials, quality manufacture and workmanship throughout consistent with established and generally accepted standards for materials of the type ordered and in full conformity with the contract specification, drawings or descriptions, if any, and shall if operable operate properly.

9.2. The SUPPLIER shall guarantee that the said machineries would continue to conform to the descriptions and quality as aforesaid, for a period not less than **24 months** after the issue of the certificate of completion as in clause-8.2 above and this warranty shall survive notwithstanding the fact that the machineries may have been inspected, accepted and payment thereof made by the DIRECTOR or any officer authorised by him.

9.3. If during the aforesaid period, the said machineries be discovered not to conform to the description and quality as aforesaid or have deteriorated otherwise than by fair wear and tear (As to which this fact the decision of the DIRECTOR shall be final and conclusive against the SUPPLIER) then the SUPPLIER, on being intimated by the DIRECTOR, in this regard shall put machinery in order free of cost at the ultimate destination within a period of one month from the date of such intimation failing

which the DIRECTOR will be entitled to reject the said machineries as may be discovered not to conform to the said description and quality. On such rejection the machineries will be at the SUPPLIER's risk. If the supplier so desired, the reject machineries may be taken over by him or his agents and removed from the premises of the DIRECTOR or disposal in such manner as he may deem fit within two months from the date of such rejection. At the expiry of the period, no claim whatsoever shall lie against the DIRECTOR in respect of the said machineries, which may be disposed of by the DIRECTOR in such manner as he thinks fit.

10. ANNUAL MAINTENANCE CONTRACT (A.M.C.)

The Manufacturer/Supplier shall furnish the facilities available with them (Regional/Local offices if any) to attend immediate call as and when required in case the machineries supplied by them yield any kind of defects. **The Manufacturer/Supplier shall further quote the rate of A.M.C. charges and list of all spare parts with cost positively which is applicable only after the expiry of warranty period.**

11. DEFAULT

Should the MANUFACTURER/SUPPLIER fail to deliver the machineries by the time or times agreed upon or should the MANUFACTURER/SUPPLIER in any manner or otherwise fail to perform the contract or should a receiver be appointed on its assets or make or enter into any agreements or composition with creditors or suspend payments or is declared bankrupt (or being a company should enter into liquidation either compulsory or voluntary) the DIRECTOR shall be entitled—

(i) to purchase from other sources on such terms and in such manner as he deems appropriate, without notice to the SUPPLIER, at the risk and on account of the SUPPLIER, the machineries not delivered (where the machineries actually complying with the particulars are not in the opinion of the DIRECTOR, readily procurable, such opinion being final) without cancelling the contract in respect of the consignment of such machineries as are not yet due for delivery;

(ii) to declare the contract as at an end at the risk and cost of the SUPPLIER in every way. In such a case the SUPPLIER shall be liable for liquidated damage in terms of clause-5.1 hereinabove for delay mentioned above and for any expenses, damages or losses which the DIRECTOR may incur, sustain or be put to any reason of or in connection with SUPPLIER default.

12. TRANSFER AND SUBLETTING

The Manufacturer/Supplier shall not sublet, transfer, assign or otherwise part with the contract or any part thereof either directly or indirectly without the written permission of the Director.

13. WAIVER

Failure to enforce any terms and conditions shall not operate as a Waiver of the terms and conditions itself or for subsequent breach thereof.

14. LIABILITY OF THE AGENT

The authorized agent of the Supplier or anybody acting on behalf of or representing such agent shall be responsible in every way as the Supplier under these terms and condition.

15. REALISATION OF DUES PAYABLE

Whenever any other dues payable to Government of Odisha is recoverable from the payable by the Supplier, the Director shall be entitled to recover such sum by appropriating in part or whole the security deposit, deposited by the Supplier. Should the security be not sufficient to cover the full amount so due to Government the balance shall be deducted from any sum then due or which at any time may become due to Supplier under this or which at any time may become due to the Supplier under this or any other contract with Director.

16. LAWS GOVERNING CONTRACT AND JURISDICTION OF COURTS.

Notwithstanding anything contained in any statute, rules, orders convenient or agreements etc. the contract shall be construed according to the subject to the laws of India and jurisdiction of the Courts at Cuttack in the State of Odisha of the Union of India.

17. AMENDMENT OF THE CONTRACT

The rates accepted shall remain valid during the contract period and shall not be revision for any reason whatsoever. Any alteration or modification of the terms of this contract shall be effective only when a formal amendment has been signed by both the Supplier and Director. The behaviors of the parties to the contract shall not be construed to amend these terms and conditions or create a new contract.

18. RESPONSIBILITY

The Supplier or his authorized agent on his behalf and the Directors shall be responsible for the performance of their respective obligations under this contract. No change in the individuals of a firm shall affect the liability of the persons who may sign the tender but any such change shall be forthwith intimated by the Supplier to the Director for his information.

All purchases shall be guided by the Finance Department Circular **No.4939/F., dated 13.2.2012** along with other Government orders issued from time to time.

19. LEGAL ADDRESS

19.1. The legal address of the Director shall be as follows:-

Director, Printing, Stationery & Publication, Odisha, Cuttack-753010, Fax No.2344259 & Phone No.0671-2344410.

19.2. The legal address of the Supplier shall be the address for correspondence as indicated by him or his authorised agent in the tender documents.

20. DELIVERY AND CORRESPONDENCE

20.1. Any notice requiring to be given to or served upon, the Supplier under any of the provisions hereof shall be deemed to be sufficiently served if handed over to him or when the contract is to be performed by two or more persons as partners of all or any of such partners or addressed to the Supplier or to all or any such partners aforesaid and left at or placed in the post or sent by Fax, Telegram to the usual or last known place or abode of the Supplier or all or by such partners aforesaid. All other correspondences sent as above shall also constitute valid and sufficient information to the Supplier.

20.2. All correspondence should be made with the Director, Printing, Stationery & Publication, Odisha, Madhupatna, Cuttack-753010 in his official address only ,not by name.

21. VALIDITY OF THE CONTRACT

Subject to the provisions herein contained, the contract shall remain valid until the liabilities and obligations of the Supplier under these terms and conditions stand completely satisfied and discharged.

Director has the right in exceptional circumstances to relax any or more conditions in public interest.

22. SUB-CONTRACTING IN WORKS CONTRACTS

In works contracts, including turnkey contracts, contractors shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority. The definition of “contractor from a country which shares a land border with India” shall be as in Para-13 of the Finance Department Office Memorandum No.27945/C., dtd.16.10.2020. This shall not apply to sub-contracts already awarded on or before the date of this Office Memorandum.

23. CERTIFICATE REGARDING COMPLIANCE

A certificate shall be taken from bidders in the tender documents regarding their compliance with this order. If such certificate given by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.

Desirable Criteria:-

(Supporting documents must be submitted along with the bid in support of following criteria)

- 01. The bidder must be the Manufacturer or Authorised Dealer of the product at least for last 05 years and must have its own sale and service support setup/office within India. Manufacturer/OEM of the product with service facility of their own will be preferred.**
- 02. The bidder should furnish the User-list of Odisha & neighboring States for Product verification, performance assessment and after sales service support.**
- 03. The manufacturer should have own service support facility within the state of Odisha or neighboring states.**
- 04. Guaranty for availability of spare parts for at least 10 years from the year of supply to be provided.**
- 05. One year extended warranty beyond normal warranty period may be provided.**
- 06. The Pre-installation training, PDI, Post-installation Training etc. as mentioned against the item concerned are strictly to be followed.**

Sd/-M.Pratap
Addl. D.G. of Police -Cum- Director,
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack.

Contd...15/-

ANNEXURE- I

TENDER FORM

Date.....

From

M/s.....

To

The Addl.D.G. of Police-cum- Director
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack-753010.

Reference- Tender Notice No.....,dated.....

Dear Sir,

In response to your advertisement in the
Dated..... inviting tender for supply of different Machines and Allied Works,
I/We, a Company/a Partnership Firm/an Association/Sole Proprietor (in the case of a Firm, an
Association or a Syndicate please set out here full name of all Partners or members)

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.....
.....

carrying on business as

hereby tender to supply the machine including all accessories and attachments complete in
all respects at the firm rate quoted in the schedule attached.

2. I/We agreed that this offer shall remain valid till 31.03.2021 and if the offer is
withdrawn before the said date, I/we shall be liable for damages to the extent to be determined
by you and pay the same forthwith on demand without protest or demur.

3. I/we hereby agree to abide by and fulfill the terms and conditions set out in the
INVITATION TO TENDER, INSTRUCTIONS TO TENDERERS, CONDITIONS OF
CONTRACT, TENDER SCHEDULE AND ANNEXURES HERETO, which shall be deemed to
form a part of this tender and I/we return herewith all these documents attested on each page in
token of my/our acceptance thereof.

4. I/we hereby further agree to intimate the Director, Printing, Stationery & Publication, Odisha, Cuttack-753010 at any time whether before or after acceptance of my/our tender, any change in the address as and or constitution of my/our firm/association/syndicate either by death or retirement of any partner or by the admission of a new partner or member (this clause shall apply whether tenderer is a firm/association or syndicate).

5. I/we hereby certify that I am/we are real manufacturers/stockiest/authorized agents of the overseas suppliers and my/our financial position is quite sound to fulfill the contract.

6. I/we hereby declare that this Tender and your acceptance to be communicated by you to me/us by registered letter or letter delivered by hand or special messenger or by shall constitute a valid and binding contract between us.

In presence of :

1. Signature of Witness

Full Signature of the Tenderer

Address.....

Seal of Tenderer

.....

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Telephone No.....

Fax

2. Signature of Witness

Address.....

Telephone No.....

.....

Fax.....

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ANNEXURE II

The tenderer to please indicate in detail in case of each item the make, model, size, the working system of the equipments, the machineries, spares, chemicals etc. required for its functioning. The rates of spares and chemicals SPECIALLY required shall be mentioned. The tenderer should also indicate if they can supply these special type of materials in future if ordered for. Enclose information brochure (Attach additional sheets if necessary).

ANNEXURE III

The tenderer to please state in detail each necessary attachment cost of which has been included by him against the rate of machine in the Tender schedule. All inclusive price as per terms of delivery installation etc. except GST (if applicable) may please be indicated against each. The authority reserves the right not to purchase the accessories and attachments as in their opinion may not be necessary and in determining the rate of payment the price quoted against each accessories and attachment will be deducted from the rate quoted in the tender schedule against the particular machine to which the accessories and attachments relate (Attach Additional Sheets if necessary).

Sl. No	Name of the Machine	Description of the accessories and Attachments.	Rate
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STATEMENT OF INFORMATION

1. Name and address of the firm:-
2. Whether a Limited Firm or a Public or Private Undertaking Limited Company.
3. (a) The names and addresses of Prop./Partner/
Managing Director/Manager/Authorised representative.
(b) Is the place of business of the tenderer within the State of Odisha ?
4. Financial condition of the firm whether solvent or not, with details thereof.
5. (a) Whether a Manufacturer or an Authorised Distributor.
(b) If a Distributor, name and address of the Manufacturer.
6. Varieties of articles dealt with and names of the items.
7. Is it a Small Scale Industry or Government Sponsored Cottage Industry ?
8. Is it a Registered Firm under the Partnership Act? If so, Registration No. and date and office of registration should be given.
9. Are you a Registered Dealer and if so, please quote GST Registration Nos.
10. Name of the authorised representative who can hold discussion on your behalf at the time of necessity.
11. The names of the Prop./Partners / Managing Director/Authorised representative with address or addresses as the case may be who is authorised to receive money in case of an endorsed bill on behalf of the Firm from Government Presses and their specimen signature in quadruplicate for each.
12. Are you an Income Tax Assessee? If so, the last Income Tax clearance Certificate to be furnished.

CERTIFICATE-- Certified that the above information furnished by me is true and correct to the best of our/my knowledge and belief. In case any or all the information's given above is/are found to be incorrect at any time, I undertake the liability to be proceeded with in any manner. Any change or changes in regard to the furnished information will be intimated by us/me as and when such changes occur.

Signature of the Prop./Partner
Managing Director/Authorised representative.

**TEHNIICAL SPECIFICATION FOR PROCUREMENT OF MACHINERIES AND ALLIED WORKS UNDER
STATE PLAN HEAD, 2020-21**

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
1.	<i>C - t - P (Thermal)</i>		
{A}	<i>THERMAL PLATE SETTER WITH ON-LINE PLATE PROCESSOR</i>	<i>01 No. (P.P. Unit)</i>	<ol style="list-style-type: none">1. Machine Type- External drum type thermal Ctp2. Plate Type- Thermal Aluminum Plate with 830 nm sensitivity3. Plate Loading- Fully Automatic Plate loading system with single Auto Cassette Loader with cassette capacity of upto 100 plates of 0.30mm.4. Provision for automatic slip sheet or interleaf removal during auto plate loading.5. Provision for manual plate loading alongwith auto plate loading.6. Plate size- Maximum- 830X1030mm Min-370X450mm.7. Plate thickness- 0.15 -to- 0.30mm.8. Recording Resolution- Upto 2400 or 2540 dpi9. Dot production- 01-99%10. Dot Size- Upto 10 microns11. Throughput- At least 33 plates per hour of full size at 2400 dpi.12. Internal plate punch system for multiple & adjustable in-line punches for different offset presses with the provision of by passing the punching device.13. Provision for auto debris removal.14. Autofocus exposing head for accurate image formation15. Automatic temperature compensation system for exposing head.16. Ready to use with all related hardware, latest version Servers, software, compressors/blowers etc. as per the requirement.17. On-line Automatic Thermal plate processor with fully automatic continuous replenishment system with the provision to work offline on emergency18. On-line double conversion UPS of required rating of reputed brand to be provided with the machine for at least one hour backup.

Contd..21

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
{B}	CtP Work Flow Management System (Software and Allied Requirements)	01Set (P.P. Unit)	<ol style="list-style-type: none">1. The Work Flow Management System must be a PDF based workflow having software of Pre-flighting, Report generation, Color Management (Color correction & conversion), Plate Management (Imposition & Layout), Ripping etc.2. Imposition:- Automatic in-RIP imposition software.3. The Imposition & RIP software should be capable for execution of various part of a same job (body/cover/inserts) with a common command for distribution across various offset presses.4. The imposition software should be compatible for different types of imposition schemes (e.g. centre stitch/ side stitch/sheet work/ half sheet work etc.)5. The imposition software should be compatible for creation of PDF Flat files for Brouchers, Leaflets, Book Works, Labels, posters etc.6. Provision for automatic generation of bleeds, if not provided in the file.7. Provision for post-ripping color proofing including Tiff/PDF soft proofing8. The Ripping software should able to generate Cip-4 data (ppf files) for Press and Post-press and able to generate 1-bit Tiff file.9. The RIP software should be equipped with latest Adobe based interpreter.10. The system should capable of connection to third party software system11. The software should have provision for splitting jobs across multiple users for quick execution and must split output between multiple output devices.12. All the required Servers, Operating Systems of reputed brand (IBM/HP/Dell etc.) should be provided with CtP for optimum utilization of all the above software.13. One no. 1-bit Tiff downloader System for CtP should be provided.14. One extra application workstation of reputed brand (IBM/HP/Dell etc.) fully loaded with all the latest version software including Adobe Acrobat, Adobe Photoshop, Adobe in-design, Adobe Page-maker etc. should be provided15. Thermal Plates – 500 Nos. of max. size thermal plates or equivalent nos. of plates as per our requirement with chemistry to be provided.

[N.B.- 1. The quoted price must be inclusive of Packing, Transportation, delivery at site, unloading, Installation, PDI, Factory training/Pre-installation training for 6(Six) crews & 2 officers and on-site post installation training.

2. Year wise cost of Annual Maintenance Contract(AMC) may also be indicated for post 05 year warranty period]

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
2.	Semi- Auto. Envelop Die Cutting M/c	1 No. (P.P.Unit)	<ol style="list-style-type: none">1. Semi automatic motorized envelop die cutting machine2. Electromagnetic Clutch & Break3. Wrap around safety device with Side Arm guard4. Fully covered Fly wheels5. Auto lubrication pump with timer6. Impression adjustment with eccentric bushes7. Two nos normal chases.8. Hardened steel plate platen9. Platen Size- 28" X 40" (710X1015 mm.)10. Speed – 1600 IPH11. Pressure – 250 Ton.12. With 5 no. of standard dies for envelop cutting as per requirement.

(N.B.- The quoted price must be inclusive of Packing, Transportation, delivery at site, unloading, Installation, PDI and on-site post installation training)

3.	Lamination(heavy duty) Hot & Cold Model 24"	1No. (P.P. Unit)	<ol style="list-style-type: none">1. Suitable for BOPP / PVC / MET-PET / Thermal Film2. Stopper Feeder3. PLC Touch Panel4. Equipped with Hydraulic Pressure & Reel Rewinding Unit5. Banana Roller for Wrinkle Removing6. Paper Width (Max.) - 610 mm.7. Paper Thickness - 100 - 500 GSM8. Lamination Speed - 20 mtrs./min.9. Power - 7 KW / 380 Volts / 50 Hz
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<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
4.	Joint Forming Machine	01 No. (P.P. Unit)	<ol style="list-style-type: none">1. Book Block Size - 410 X 410 mm.2. Book Spine (Min-Max) - 10 - 110 mm.3. Book Height (Min-Max) - 150-410 mm.4. System Clamp Pressure (Adjustable) 2500 kgs.5. Joint Bar Pressure(Adjustable): 100 - 300 Kgs.6. Electrical Load / Motor - 1.5/2 Kw/HP7. Electrical Supply - 380 / 415V AC 50 Hz 3Ph8. Overall Dimension(WxDxH) - 35 ltrs.9. Hydraulic Oil Capacity - 70 x 105 x 140 cms10. Net Weight (Approx.) - 450 kgs.
5.	Installation of Lift with Ramp (Administrative Building)	01 No.	<ol style="list-style-type: none">1. Type: - Passenger type Lift2. Capacity: - Four Persons or Max.300 Kg.3. Stops: - Three Stops (Ground + two floor)-All opening on same side.4. Speed: - 01 MPS.5. Operation: - Push Button operation(Nudging).6. Ventilation: - Cross Flow Fan for ventilation.7. Flooring: - Heavy duty vinyl tile flooring.8. Door Opening: - Auto-central opening.9. Display: - LED scrolling display.10. Hand Rails: - Stainless steel mirror finish hand rails on real panel.11. Safety devise: - Overload alarming devise, Infrared door closing protection, Door time protection, Sensor based door movement, emergency alarming system etc.12. Auto-fan cut off.13. Auto voice synthesizer.14. Scope of work: - Complete design, Fabrication, Unloading, Installation, Commissioning, all related civil works, all related electrification works etc.

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
6.	Fork Lift cum Reel Lifter (PP/Forms Unit)	01 No.	<ol style="list-style-type: none">1. 02-Ton Diesel operated Forklift Truck2. Capacity- 2000 Kg. at 500mm. load center3. Four stroke Diesel Engine.4. 2 Speed forward / 2 speed backward hydrodynamic or Fluid Coupling Transmission5. Pneumatic or Solid Tyres6. 1000 mm. long forks7. Hydraulic Breaks8. Heavy duty Air filter9. Lights- Head lights, Tail lights, Signal lights, Light reflector etc.10. Rear Towing arrangements11. Maximum Fork Height - 4500mm.12. Free Lift- 1530 mm.13. Closed height or Height Lowered- 2150 mm.14. Maximum Lifting Height Raised Height- 5100 mm.15. Dimension- 1210 W X 3580 L mm.16. Minimum ground clearance- 110 mm.17. Driving Speed – 18 Km. /Hour18. Lifting & Lowering Speed- 0.5 mtr./ sec.19. Outer turning radius- 2460 mm.20. No. of lifting stages- 3 stage view mast21. With Paper Reel clamping attachment to clamp both 600mm and 850mm paper reels.
7.	On-line Stacker-cum-Bundler for Web Offset machines	01 No. (Forms Unit)	<ol style="list-style-type: none">1. High Speed Stacker for in-line Web Offset Machine2. Provision for online Counting, Compress and Bundling of Printed stocks in single operation3. Delivery through a self supported belt driven air delivery table4. Product Size:- 140 – 300 mm.5. Product Width:- 200 – 420 mm.

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
			<ol style="list-style-type: none">6. Stack Height:- 25 – 400 mm.7. Operating Speed- 30000 products/ hour8. With 90 Degree Flow Turn Conveyor with conical Rollers9. On-line Compressed Bundle transfer on delivery through trolley10. With adequate Strapping system for proper synchronization with press speed.11. Compression through Pneumatic cylinders.12. With Air Compressor as per requirement13 Strapping Width:- 6-15 mm.14. Bundle Compressed sizes:- Max-20 inch, Min- 4 inch.15. Must be of space saving compact design.16. Automatic jam detection and cleanout function

(N.B.- The quoted price must be inclusive of Packing, Transportation, delivery at site, unloading, Installation, PDI and on-site post installation training)

8. Upgradation and modification of R.O-62

Web Offset Machine with Sheeter:- 01 No.	<ol style="list-style-type: none">1.Complete overhauling and servicing of R.O.-62 Web offset machine with Sheeter2.Including Re-rubberization and Re-copperization with Ebonite coating of the defective rollers3.Modification of dampening system (Converting to brush dampening or motorized model)4.Modification of sheet Delivery system(Converting the runner type to conveyer belt type delivery system)5.Modification of the Plate clamping system(Converting the conventional screwing system to plate bending and clamping system with plate blending machine)6. Must include all other spares as required for overhauling of the machine including digital counting.7. Must include complete servicing charges and all other minor repairing works.
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(N.B.-The bidder may visit and inspect the machine prior to bidding for detail information and quarries, if any)

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
9.	Automatic Paper Folding Machine.01 No. (P.P. Unit)		<ol style="list-style-type: none">1. PLC controlled based Automatic sheet folding machine2. Maximum format- 50 cm X 74 cm3. Minimum Format- 16 cm X 22 cm4. Folding Type:- 4 Parrallel Fold and 1 Cross Fold5. Paper Substance:- 50-200 GSM6. Folding Speed:- 200 M/ Min Or 20000 sheets per hour with triple fold6. Smallest fold length:- 4 cm.7. Gear driven folding rollers8. Folding Possibility:- Upto 16 page imposition9. Feeder Type:- Flat Pile feeder with Air Suction, Rotary Sucker and Suction head10. With electronic Double sheet detector11. With Auto pile height control with sensor12. Provision for in-line gluing option in future13. With electronic Sheet counter14. Provision for on-line Perforating, Creasing and Slitting
<i>(N.B.- The quoted price must be inclusive of Packing, Transportation, delivery at site, unloading, Installation, PDI and on-site post installation training)</i>			
10.	Digital Multi-Color Duplicating Machine 1 No. with On-line Finisher (P.P. Unit)		<ol style="list-style-type: none">1. A3 Size Multi Color Digital Duplicating Machine2. Print Resolution: - 600 X 600 dpi for black ink & 300 X 600 dpi for process color3. Machine warm-up time:- 2 min 30 second or less in room temperature4. First print time:- maximum 5 sec5. Speed: - 130 PPM or above(Simplex) in A4 size or 70 PPM in A3 size6. Provision for duplex printing7. Paper size: - maximum 340 X 550 mm, minimum 90 X 148 mm8. Paper weight: - 50 to 200 GSM9. No of trays: - 2 nos.(Standard tray & Bye-pass tray)10. Tray capacity :- Up to 110 mm11. Memory capacity :- 4 GB12. Hard Disk capacity :- 500 GB
<i>(The machine should be supplied with all supported operating system with all types of original softwares.)</i>			

Contd...27

<u>Sl.No.</u>	<u>Name of the M/c</u>	<u>Quantity Required</u>	<u>Specifications</u>
11.	Digital Single-Color Duplicating Machine 1 No. with On-line Finisher	1 (S.B.Press)	<ol style="list-style-type: none">1. A3 Size Single Color Digital Duplicating Machine2. Print Resolution : 600 X 600 dpi3. Machine warm-up time:- 2 min 30 second or less in room temperature4. First print time:- maximum 5 sec5. Speed :- 120 PPM or above(Simplex) in A4 size or 60 PPM in A3 size6. Provision for duplex printing7. Paper size :- maximum 340 X 550 mm, minimum 90 X 148 mm8. Paper weight :- 50 to 200 GSM9. No of trays :- 2 nos.(Standard tray & Bye-pass tray)10. Tray capacity :- Up to 110 mm11. Memory capacity :- 4 GB12. Hard Disk capacity :- 500 GB

(The machine should be supplied with all supported operating system with all types of related original software.)

12.	Ducted Split Air Conditioners 3 Sets (Daikin, Toshiba, O'general, Mitsubishi or equivalent)	3 Sets	<ol style="list-style-type: none">1. Type :- Ceiling suspension type Or Tower type Ducted Split Air Conditioner2. Each set comprising of two nos. ducted units of 11 Ton Cooling Capacity each(Total 22 Ton each)3. Refrigerant Type :- R407C/ R410A Eco-friendly Refrigerant4. Blower Type:- Centrifugal forward curved, Double inlet, Double Width etc.5. Air Flow:- 4400 Cubic Ft. per Minute (CFM)6. Compressor Type :- Sealed Scroll Compressor type outdoor unit7. With Complete insulated non-corrosive metal ducting as per requirement of site.8. Size of the Hall:-Forms Unit- L-60 Ft. X W-50 Ft.(for Offset-I)and L-60 Ft. X W-40Ft(Offset-II) P.P. Unit, Offset III Section:- L-90 Ft.X W-30 Ft.9. Cooling Capacity:- 132000 Btu/Hr.10. Remote controlled based operation.11. Trade Certificate(TC) and Warranty Certificate(WC) of the manufacturer must be provided12. With complete installation including ducting, electrification, drainage as per requirement of site
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(The bidder may visit the proposed site of installation prior to bidding for detail information and quarries, if any)
