

CENTRAL BOARD OF SECONDARY EDUCATION

SHIKSHA KENDRA, 2, COMMUNITY CENTRE
PREET VIHAR, DELHI-110 301

Last date for submission of Tender	-	24-09-2013 upto 2.00 p.m.
Opening of sealed Tenders(Technical)	-	24-09-2013 at 3.00 p.m.

No. Admn.III/PTG/AB/34/2013-14/

Tender Form No. _____
Price: Rs.1500/-

M/s. _____
are hereby authorized to submit their Tender in response to the Tender Notice for Manufacturing and Supply of various type of Answer Books for 2014 Examination as per details enclosed.

ASSISTANT SECRETARY (ADMN.III)

TENDER FORM **FOR PRINTING OF ANSWER BOOKS FROM SECURITY PRINTERS**

Part 'A' – Technical Bid

Tender Form for manufacturing and supply of various type of Answer Books for 2014 Examination. The Region wise tentative requirement enclosed.

(NOTE: Tenderer must read the enclosed Terms and Conditions before filling up the particulars in this Form.)

1. Particulars of Tenderer:-

(i). Name of the Security Press/Manufacturer _____

(ii). Registration No. and Year of
Registration (with documentary
Evidence) _____

(iii). Organisation to whom the Agency
has been registered with. _____
(Please attach Certificate of Registration).
issued from IBA/other Statutory Body/State
Govt./Central Govt as proof of being Security Printer)

(iv). Office Address and Tel. No. _____

(v). Name(s) of the Proprietor/ _____ Mobile No. _____

Partners Name _____ Mobile No. _____

E mail ID :- _____

Contd...2

2. Past Experience (Preferably for last Five years)

2.1 :

Sl.No.	Year	Name of the Board/ University/Institution	Quantity	Value of Contract	Details of work executed (with proof)
	2009				
	2010				
	2011				
	2012				
	2013				

*** Total period of experience in manufacturing of Answer books along with the names of the Board/University. The copy of work orders for each year may be enclosed.**

Contd..3.

- 2.2 Has the firm ever been debarred/ Black listed by any Organisation? If 'Yes' the details thereof. _____
- 2.3 Details of Award/Certificate of Merit etc. received from any Board/ University /Organisation. (Please attach Copy of Certificate(s)) _____
- 2.4 Sample of paper of 60 GSM and coloured paper to be used as flying slip of 60 GSM on the Answer Books for Class-X & XII Answer books of 'A' Class Mill (to be attached duly signed and stamped). _____
- 2.5 Sample of OMR Sheet of 105 GSM to be used on Answer Books for Class XII (To be attached duly signed & stamped) _____
- 2.6 Sample of Drawing sheet of 120 GSM (to be attached duly signed and stamped) _____
- 2.7 Details of Security Mark(s) features/facility that can be provided in the Answer Books _____

**3. Essential pre-requisite
Infrastructural details -**

a) PHYSICAL/CAPITAL:

- i. Type & total no. of machines available for such work: _____
- ii. Capacity of the machines to manufacture and deliver all the allotted work within 3-4 Months F.O.R. at Delhi, Ajmer Panchkula, Allahabad, Chennai and Guwahati, Patna, Bhubneswar based offices. (Yes/No)
- iii. Facility available for putting page wise numbering in the Answer Books. (Yes/No)
- iv. Facility of automatic serial numbering for Answer Books. (Yes/No)
- v. Capacity of storage of Answer books in Firm's godowns (Mention area in Sq.Fts.) (Yes/No)

b) FINANCIAL:

Annual turnover (during last three Financial Year): 2009-2010 Rs. _____
(Attach duly audited statements for each Financial Year) 2010-2011 Rs. _____
2011-2012 Rs. _____

4. PARTICULARS OF DEMAND DRAFT PAID AS EARNEST MONEY:

- i) Amount : _____
- ii) D.D. No. : _____
- iii) Issuing Bank with date of issue : _____
- iv) Name of Regional Office which applied: - _____

The Terms and Conditions of the tender are acceptable to me/us. _____

Signature of the Tenderer

With official seal and complete

Address _____

Telephone No. _____

Date: _____

Note:

- 01. The Tender for Technical Bid should contain samples of Paper, OMR & Drawing Sheet duly signed and stamped.**
- 02. Earnest Money in the shape of Bank Draft in favour of Secretary CBSE, Delhi.**
- 03. Attach duly Audited Statements of the Financial Turnovers for each year.**
- 04. Please see Part-B for Financial Bid and Terms and Conditions.**

CENTRAL BOARD OF SECONDARY EDUCATION

Part 'B' – Financial Bid

I/We _____ hereby submit Tender for the manufacturing of Answer Books for 2014 Examinations as per specifications given in the Tender Form at the rate given below which are inclusive of the cost of paper of 60 GSM, Drawing Sheet of 120 GSM + cost of paper of 105 GSM to be used as OMR +cost of coloured paper of 60 GSM to be used for flying slips of 'A' Class Mill.

From Agency Godown to CBSE Godown F.O.R.

1	Main Answer Books of 32 PAGES + Coloured flying slip for Class-X along with page wise numbering & the Title Cover printing in the size 22x28 cms front & back in RED colour printing.	Ajmer	
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
1a)	Main Answer Books (CBSE-i) of 32 PAGES + Coloured flying slip for Class-X along with page wise numbering & the Title Cover printing in the size 22x28 cms front & back in RED colour printing.	Delhi	@Rs.....per 1000
2a)	Main Answer Books for CLASS XII of 40 PAGES along with the Title Cover printing in the size 22x28 cms in BLUE colour front side printing on 60 GSM paper with OMR of 105 GSM in the size 22x28 cms with front side printing in 02 colours and back side single colour printing with auto machine numbering.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
2b)	Main Answer Books for CLASS XII of 32 PAGES along with the Title Cover printing in the size 22x28 cms in BLUE colour front side printing on 60 GSM paper with OMR of 105 GSM in the size 22x28 cms with front side printing in 02 colours and back side single colour printing with auto machine numbering.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
3	Graph Answer Books for Class X of 44 PAGES + 2 extra sheets of graph + Coloured flying slip along with page wise numbering & the Title Cover printing in 22x28 cms. size in RED colour.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000

3a	Graph Answer Books (CBSE-i) for Class X of 44 PAGES + 2 extra sheets of graph + Coloured flying slip along with page wise numbering & the Title Cover printing in 22x28 cms. size in RED colour.	Delhi	@Rs.....per 1000
4	Graph Answer Books of Class XII of 44 PAGES + 2 extra sheets of graph along with the title cover printing in the size 22x28 cms in blue colour front side printing on 60 GSM paper with OMR of 105 GSM in the size 22x28 cms with front side printing in 02 colours and back side single colour printing with auto machine numbering.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
5	Main Answer Books of 32 PAGES for Class-X + coloured flying slip for Blind Candidates along with page wise numbering.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
6	Main Answer Books of 40 PAGES for Class-XII + without flying slip for Blind Candidates along with page wise numbering.	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
7	Supplementary Answer Books of 8 PAGES + coloured slip Class X/XII	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000

7a	Supplementary Answer Books (CBSE-i) of 8 PAGES + coloured slip Class X	Delhi	@Rs.....per 1000
8	Practical Answer Books for Class XII of 8 PAGES	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
9	Drawing Sheets of 120 GSM in the size 37½ x54½ cms with OMR Sheet of 22x28 cms in 105 GSM paper	Ajmer	@Rs.....per 1000
		Allahabad	@Rs.....per 1000
		Bhubneshwar	@Rs.....per 1000
		Chennai	@Rs.....per 1000
		Delhi	@Rs.....per 1000
		Guwahati	@Rs.....per 1000
		Panchkula	@Rs.....per 1000
		Patna	@Rs.....per 1000
10	Adhesive paper seal duly printed "CBSE 2014" of size 2.3 cms.x 3 cms. to be affixed on Class- X & XII Main/Graph Answer Books	@Rs. _____ per 1000	

The Terms and Conditions for manufacturing of new Answer Books with Paper printing, stitching, perforation of "CBSE 2014", page wise numbering in Answer Books and packing and supplying to CBSE godown at respective Regional Offices etc. given along with the Tender, are acceptable to me/us.

The rates are inclusive of all taxes.

WCT No. _____

PAN No. _____

Dated _____

Signature of the Tenderer/Security Printer _____

Address/Rubber Stump _____

Tele. No. _____

Fax No. _____

Mobile : _____

E-mail _____

CENTRAL BOARD OF SECONDARY EDUCATION

Specifications and instructions for Printing/manufacturing of Answer Books for 2014 Examinations by Security Printers

1	Main Answer Books	Class-X
		1. Size 22 cms x 28 cms
		2. Quantity: As per details enclosed.
		3. Answer Books of 32 pages with page wise numbering with Red colour slip of 22x14 cms in black printing inclusive of printed Cover of same paper (Front and Back both side Printed with red ink) or without flying slips.
1a	Main Answer Books	Class-X (CBSE-i)
		1. Size 22 cms x 28 cms
		2. Quantity: As per details enclosed.
		3. Answer Books of 32 pages with page wise numbering with Red colour slip of 22x14 cms in black printing inclusive of printed Cover of same paper (Front and Back both side Printed with red ink) or without flying slips.
		4. A Logo of CBSE-i may be inserted in Main Answer Books as well as in Graph Answer Books.
		5. Watermark print of CBSE-i at centre of every page of every Answer Book printed for CBSE-i and also on counter foils (flying slip).
		6. Perforation of CBSE-i on left side top of the counter foils (flying slip) as well as on Answer Books.
2.	Main Answer Books	Class-XII
		1 Size 22 cms x 28 cms
		2 Quantity: As per details enclosed
		3 Main Answer Books for class XII of 40 pages/32 pages* along with the Title Cover printing in the size 20x28 cms in blue colour front side printing on 60 GSM paper with OMR of 105 GSM in the size 22x28 cms with front side printing in 02 colours and back side single colour printing with auto machine numbering. (* Rates to be quoted separately for 40 pages and 32 pages as in the Financial Bid proforma)
	Other Specifications	<p>All the inside pages (including both inner sides of the title pages) ruled with margin rule, instructions etc. to be printed in English & Hindi on both the outer sides of cover, thread stitching by machine and wire stitching at two places, one hole for the tag on the left hand top corner at a distance of 2.5 cms. from top side to be perforated with "CBSE 2014" with a needle die to be approved by the Board, a half size sheet (size 22 x 14 cms) with particulars printed on one side and serial number printed by printing machine, (auto numbering) to be put on the title page before stitching and page wise numbering on all pages (1 to 32) for Class-X and (1-40) for Class-XII.</p> <p>Colour scheme for each type of Answer Book will be intimated in the work order, in case of change. The same may be got approved from the Controller of Examination by the Tenderer.</p> <p>The Vertical margin line or the horizontal top line in the Answer Books both for Class-X and XII shall bear security mark on each page.</p> <p>The Answer Books are to be packed in packets of 100 copies each (accurate counting serial number 1-100 century wise) in wrapping paper and then packed in bundles of 500 each (century wise) in hessian cloth of superior quality. Title to be printed on offset machine in the colour to be approved by the Board with Sl.No. of the Answer Books. The press should have automatic serial number printing arrangement. The Answer Books with hand numbering will not be accepted.</p>

3.	Answer Books with Graph paper 44 pages + 2 sheets graph + with red coloured slip (paper slip to be provided by the printer)	<p>Class -X</p> <p>1. Size : 22 cms x 28 cms</p> <p>2. Quantity: As per details enclosed.</p> <p>3. Answer Books of 48 pages with page wise numbering and with red colour slip of 22 cms.x14 cms. in black printing inclusive of printed cover of same paper (Front and Back both side printing)</p> <p>One side printed graph on offset machine is to be kept in the centre of the Answer Books and stitched with other pages. Graph pages should be accurate with capital words "WITH GRAPH PAPER" to be printed in a different colour on the Title Page.</p>
3a	Answer Books with Graph paper 44 pages + 2 sheets graph + with red coloured slip (paper slip to be provided by the printer)	<p>Class -X (CBSE-i)</p> <p>1. Size : 22 cms x 28 cms</p> <p>2. Quantity: As per details enclosed.</p> <p>3. Answer Books of 48 pages with page wise numbering and with red colour slip of 22 cms.x14 cms. in black printing inclusive of printed cover of same paper (Front and Back both side printing)</p> <p>One side printed graph on offset machine is to be kept in the centre of the Answer Books and stitched with other pages. Graph pages should be accurate with capital words "WITH GRAPH PAPER" to be printed in a different colour on the Title Page.</p> <p>4. A Logo of CBSE-i may be inserted in Main Answer Books as well as in Graph Answer Books.</p> <p>5. Watermark print of CBSE-i at centre of every page of every Answer Book printed for CBSE-i and also on counter foils (flying slip).</p> <p>6. Perforation of CBSE-i on left side top of the counter foils (flying slip) as well as on Answer Books.</p>
4.	Answer Books with Graph paper 44 pages + 2 sheets graph	<p>Class-XII</p> <p>1. Size : 22 cms x 28 cms</p> <p>2. Quantity: As per details enclosed.</p> <p>3. Graph Answer Books of Class XII of 44 pages + 2 extra sheets of graph along with the title cover printing in the size 20x28 cms in blue colour front side printing on 60 GSM paper with OMR of 105 GSM in the size 22x28 cms with front side printing in 02 colours and back side single colour printing with auto machine numbering.</p> <p>One side printed graph on offset machine is to be kept in the centre of the Answer Books and stitched with other pages. Graph pages should be accurate with capital words "WITH GRAPH PAPER" to be printed in a different colour on the Title Page.</p>
5	Answer books for Blind Candidates of 32 pages Without ruling page wise numbering	<p>Class-X</p> <p>1. Size 22 cms. x 28 cms.</p> <p>2. Quantity: As per details enclosed.</p> <p>3. 32 pages inclusive of Title Cover. The <u>inside pages are not to be ruled.</u> Perforation with "CBSE 2014" and auto numbering hole and printing will remain the same as mentioned for main Answer Books along with half slip.</p> <p>The answer books are <u>to be gummed on top instead of stitching on the left side.</u></p>

7	Answer books for Blind Candidates of 40 pages with OMR without ruling page wise numbering	<p><u>Class-XII</u></p> <p>1. Size 22 cms. x 28 cms.</p> <p>2. Quantity: As per details enclosed.</p> <p>3. 40 pages inclusive of Title Cover. The <u>inside pages are not to be ruled.</u> Perforation with "CBSE 2014" and auto numbering hole and printing will remain the same as mentioned for main Answer Books along with half slip. The answer books are <u>to be gummed on top instead of stitching on the left side.</u></p>
8.	Supplementary Answer Book (8 pages) all ruled+ slip	<p><u>Class X/XII</u></p> <p>1. Size : 22 cms x 28 cms(8 pages + slip of size 11x14 cms.)</p> <p>2. Quantity: As per details enclosed.</p> <p>3. (For Class-XII yellow colour slip with blue printing and for Class-X red colour slip with black printing).</p> <p>All the pages ruled with margin rule. Thread stitching, wire stitching, hole for tag, perforation with "CBSE 2014" are to be made as per specifications given on (1) on pre-page only one line, i.e., supplementary Answer Books is to be printed on the top of the first page and serial number to be printed by machine numbering on a separate slip to be stitched with answer book. SI.No. with hand machine will not be accepted. Supplementary answer books are to be packed in packet of 200 copies each accurate counting in wrapping paper and then packed in bundles containing 2000 copies in each hessian cloth of superior quality.</p>
8a	Supplementary Answer Book (08 pages) all ruled+slip	<p><u>Class X (CBSE-i)</u></p> <p>1. Size : 22 cms x 28 cms(8 pages + slip of size 11x14 cms.)</p> <p>2. Quantity: As per details enclosed.</p> <p>3. (For Class-XII yellow colour slip with blue printing and for Class-X red colour slip with black printing).</p> <p>All the pages ruled with margin rule. Thread stitching, wire stitching, hole for tag, perforation with "CBSE 2014" are to be made as per specifications given on (1) on pre-page only one line, i.e., supplementary Answer Books is to be printed on the top of the first page and serial number to be printed by machine numbering on a separate slip to be stitched with answer book. SI.No. with hand machine will not be accepted. Supplementary answer books are to be packed in packet of 200 copies each accurate counting in wrapping paper and then packed in bundles containing 2000 copies in each hessian cloth of superior quality.</p> <p>4. A Logo of CBSE-i may be inserted in Supple. Answer Books.</p> <p>5. Watermark print of CBSE-i at centre of every page of every Answer Book printed for CBSE-i and also on counter foils (flying slip).</p> <p>6. Perforation of CBSE-i on left side top of the counter foils (flying slip) as well as on Answer Books.</p>

9.	Practical Answer Books of 8 pages	Class XII
		1. Size : 22 cms x 28 cms
		2. Quantity: As per details enclosed.
		3. 8 pages inclusive of printed cover of same paper (front and back both printed). All the inside page (including both inner sides of the title pages) ruled with margin rule. Instruction etc. to be printed in English & Hindi on both the outer sides of cover, wire stitching at two places hole for tags, perforation with "CBSE-2014", auto numbering are to be made as per specification given on (1) above, Answer Books are to be packed in packets of 200 copies each in century wise and in wrapping paper then packed in bundles containing 2000 copies in each (Thousand wise) in hessian cloth of superior quality.
10	Drawing sheet with OMR Sheet of 22x28 cms in 105 GSM Paper.	Class-XII
		1. Size 37½ cms. x 54½ cm
		2. Quantity: As per details enclosed.
		3. Single sheet, not to be ruled. On the back side of the Drawing Sheet "Perforated portion not to be used may be left blank" is to be printed.

Note: (Important)

The Main Answer Books for Class - X & XII will be supplied with Adhesive Paper Seal duly printed on it "CBSE 2014" of 2.3 cms. x 3 cms. and affixed in the middle of the Answer Books.

CENTRAL BOARD OF SECONDARY EDUCATION

SHIKSHA KENDRA, 2, COMMUNITY CENTRE

PREET VIHAR, DELHI-110092

QUANTITY OF FRESH ANSWER BOOKS REQUIRED TO BE MANUFACTURED FOR 2014 EXAMINATIONS

Name of Ans.Book	Ajmer	Allab.	BBSR	Chennai	Delhi	Guw.	Panch.	Patna	Total
Main X	330000	330000	110000	246300	300000	300000	425000	450000	2491300
Main X (CBSE-i)					4000				4000
Graph X	60000	80000	20000	32300	62000	70000	90000	90000	504300
Graph X (CBSE-i)					1000				1000
Main XII	580000	102000 0	180000	25500	180000 0	270000	980000	420000	5275500
Graph XII	70000	170000	40000	68500	140000	6000	130000	0	624500
Practical	280000	496800	140000	40100	550000	140000	360000	300000	2306900
Supple. X	110000	7900	60000	0	100000	100000	220000	0	597900
Supple. X (CBSE-i)					8000				8000
Supple.XII	240000	430000	75000	0	400000	100000	0	89400	1334400
Blind X	50	200	100	200	0	100	50	300	1000
Blind XII	50	200	100	200	0	100	50	300	1000
Draw.Sheet	0	0	0	0	10300	0	0	0	10300
TOTAL	167010 0	253510 0	625200	413100	336230 0	986200	220510 0	135000 0	13160100

Note: The quantities are indicative, which may increase or decrease.

CENTRAL BOARD OF SECONDARY EDUCATION

SHIKSHA KENDRA, 2, COMMUNITY CENTRE
PREET VIHAR, DELHI-110301

Manufacturing & supply of Answer Books for 2014 Examination by Security Printers

TERMS AND CONDITIONS

01. Tenders containing Technical Bid And Financial Bid in sealed envelopes superscribed "**Tender for manufacturing & supply of Answer Books for 2014 Examination**" should reach this office **upto 2.00 P.M. on 24-09-2013 along with EMD**. Technical bid will be opened on the same day at 3.00 P.M in the presence of those tenderers who wish to be present.
02. Rates should be quoted for delivery both from Godown of the Agency upto CBSE godown **including all taxes**. Delivery will be taken at office premises situated at Ajmer, Allahabad, Bhubneswar, Chennai, Delhi, Guwahati, Panchkula, and Patna, Freight charges have to be borne by the supplier upto the Godowns of the Board.(F.O.R.).
03. Separate EMD is to be given for each Regional Office as clearly specified in the Tender Notice.
04. In case of more than one Firm quoting lowest rates or one Firm quoting lowest rate for more than one Region, the Board reserves the right to allot the work to only one Firm quoting the lowest rate or more than one Firm on the lowest rates for that Region.
05. The Board may allot the work among different agencies at the lowest quoted rates for the particulars region.
06. The Board may allot the work for only one region in respect of new Agencies in cases where such new Agencies have quoted lowest rates for more than one Region on the basis of preference to be given by these Agencies.
07. Proportionate deduction on account of variations in specifications and GSM of the paper shall be made from the Bill of the Tenderer and in case of paper being supplied to be inferior by more than 15% of the specification, the entire lot of that particular supply shall be rejected at the cost of the Tenderer and shall be replaced by the Tenderer at no extra cost.
08. The Chairman, CBSE reserves the right to extend the time lines for delivery of Answer Books and decision taken by the Chairman shall be abiding on the Tenderer.
09. The Firms/Tenderers registered with NSIC/DGS&D or concerned ministry or department shall be exempted from depositing EMD but they shall be required to make payment for tender document. However, the Performance Security shall be obtained from every successful bidder irrespective of their registration status etc.
10. The rates to be quoted by the Tenderers shall be **inclusive of all taxes**. Any rates mentioned in the Financial Bid in segregated form or excluding taxes or quoting discount over and above the rates shall be summarily rejected and no representation shall be entertained in this regard.

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11. All the Answer Books are to be supplied F.O.R. at Regional offices i.e. Ajmer, Allahabad, Bhubneshwar, Chennai, Delhi, Guwahati, Patna and Panchkula,
12. The Earnest Money of the unsuccessful bidder shall be refunded without any interest.
13. The Earnest Money of the successful bidder shall be retained & converted into Security Deposit, which shall be refunded without interest after execution of the order. However, if the Tenderer fails to accept the work order, EMD shall be forfeited.
14. In the event of any Tenderer withdrawing after submitting the Tender without sufficient reasons acceptable to the Competent Authority; the earnest Money/Security Deposit shall be forfeited.
15. Paper shall be arranged by Manufacturer of 60 GSM Maplitho of 'A' class mill. For the whole supply, paper from one/single Mill shall be used and the firm will submit an undertaking with the Bill that Maplitho Paper of one single Mill has been used in Printing And Manufacturing Of Answer Books. The Board may ask for documentary proof also.
16. Paper shall be used for flying slips of 60 gsm for size 22x14 and 105 gsm for size 22x28 of OMR.
17. Drawing Sheet shall be arranged by Manufacturer of 120 GSM .
18. The following specifications/Technical parameters conforming to IS:1848/1991 (as amended from time to time) will be required in the paper alongwith 60 GSM of paper of A Class Mill. The firms are required to use the paper of one Mill only:

Breaking Length	MD	3000
	CD	2000
Cobb value Max.		24 C
Smoothness (Bendtsen) Max.		200
Brightness		85%
Opacity Min.		90%
Wax. Pick		10 A Clear
Ash not more than 10-12%		

18. 90% payment of the Bill amount of each installment shall be released on supply of Answer Books in good condition and remaining 10% shall be released after ensuring the GSM Testing, quality specifications and other formalities etc.
19. Delivery in regular instalments shall be completed as specified in the work order.
20. The supplier shall be responsible to make all arrangements to ensure complete security and secrecy with regard to the manufacture, safe custody and timely supply of the Answer Books to the Board. In case of any loss of Answer Books from the Godown of the supplier or while in transit, the manufacturer concerned will be liable to be black listed besides legal action and 1% penalty shall be imposed on entire Bill and deductions shall be made from the Bill of particular category of Answer Books of the Region.

Contd...3

21. The Answer Books shall be manufactured as per specifications given by the Board in the Tender Form. The printer shall ensure that the serial number to be printed on each Answer Books is clearly legible and that no duplicate serial number/missing number is in the packet. A certificate shall be submitted by the manufacturer with each Bill that the Answer Books have been counted physically and there is no error in putting serial number and counting. If errors are noticed in numbering and counting in the Answer Books, 1% penalty shall be imposed and deductions shall be made from the Bill of particular category of Answer Books of the Region. The Printers shall also have to replace the cover page at their own risk and cost.
22. The supplier shall furnish an undertaking with each Bill that any shortage or deficit found by the Board shall be made good by the Firm. The Board shall make payment upon receipt of material.
23. The supplier on completion of the job shall submit a certificate that plates used for printing have been destroyed.
24. The Board shall have the right to get the stock of Answer Books checked and verified by its officer at any time without notice at the premises of the manufacturer.
25. **The Agency shall have sufficient storage capacity in the firm's Godowns for keeping the Board's Answer Books safely.**
26. The Board reserves the right to terminate the contract at any time without notice and to forfeit part or whole of the Earnest Money/Security Deposit if the supplier fails to make the supply in accordance with the specifications and samples or there is any breach of the terms of the contract on the part of the supplier.
27. Quantity of Answer Books to be printed may increase/decrease as per requirements.
28. Printer shall be required to give an undertaking that no Answer Books/Supplementary Answer Books, whatsoever, has been printed more than the specified number and has not been left with them after completion and final supply of the Answer Books is made over to the Board. He shall also certify that no Answer Books has gone out of the press by unscrupulous methods. In case any contravention/discrepancy is noticed by the Board during the course of Examination or subsequently the manufacturer concerned shall be liable to be black-listed besides 1% penalty shall be imposed and deductions shall be made from the Bill of particular category of Answer Books of the Region.
29. A penalty of 4% per week subject to a maximum of 10% on the proportionate amount of the Bill on account of delayed supply of the material shall be imposed in case the supply is not made within the stipulated period. However if the supply is made beyond 30 days from due date, EMD/Security Deposit shall also be forfeited in addition to the penalty.
30. Tenderers are required to produce evidence of their previous experience **for supply of blank Answer Books direct to the Education Board/University. Work order received as Sub-Contract work i.e. not directly from Education Board/University shall not be considered as experience for Technical eligibility.**

Contd...4

31. The rates quoted shall be valid for one year only, but can be extended for another year with the consent of both the parties.
32. The Board reserves the sole right to accept or reject any or all Tenders without assigning any reason.
33. In case of dispute, the Chairman's decision shall be binding on both the parties.
34. A penalty may be imposed by the Competent Authority of the Board as deemed fit if the supply is not confirming to the specifications. Deduction/penalty made shall be binding on the Agency.
35. Tax shall be deducted as applicable as per rules on all bills.
36. The successful tenderer shall be required to submit a Bank Guarantee from any nationalized bank for an amount equivalent to 10% of work assigned.
37. Rejected material shall be at the supplier's risk and the same must be collected from the Godowns of the office. It shall be replaced at the earliest by the Agency.
38. During the pendency of the contract, no revision in rates shall be allowed, except taxes levied by the Central/State Govt. duly notified by a Govt. order.
39. **The tentative requirement of the Answer Books is as given in the attached sheet, which may increase or decrease.**
40. The Tenderer should be registered with IBA/Govt. empanelled and be in position to insert security measures in the Answer Books as per requirement of the Board.

All the terms and conditions stated under clause no. 1 to 40 are accepted to me/us.

Signature of Tenderer/Security Printer _____

Seal/stamp

Address _____

Phone No. _____

Mobile No. _____

E-mail ID: _____

Date : _____