

CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE
35-B, M. G. MARG, CIVIL LINES, ALLAHABAD - 211001
0532 - 2407970, 2408971, 2407972 Fax No. -2408977

RETENDER NOTICE

Regional Officer, CBSE Regional Office, Allahabad invites sealed tender on behalf of Secretary, CBSE from reputed Agencies/Manufacturers for supply of approximate 10,00,000 Printed Envelopes of different size and shape i.e. clothline and craft envelopes as per details given below:-

Sl. No.	Description of Work	Approx Qty.	Earnest Money/ Estimated Cost (In Rs.)	Period of sale of Tender Form & submission thereof)	Date of opening of tender	Cost of tender form (Non refundable)
1.	Physical Handicapped (Clothline 16"X12") XII Blue Print 120 GSM	1100	Rs. 15,000/-	27.10.2012 to 16.11.2012 (1300 Hrs.)	16.11.12 (1500 Hrs.)	Rs.500/- (Non refundable) (in case of downloading through website cost should be enclosed in the shape of DD in favour of Secretary, CBSE payable at Allahabad alongwith Tender)
2.	UFM Case (16"X12") XII Blue Print 120 GSM	2200	(Rupees Fifteen Thousand Only)			
3.	White 10"X4.5" Without window 100GSM	30000				
4.	Brown 10"X8" Craft paper One side printed 120 GSM	35000	Rs.5,00,000/-			
5.	Brown 10"X12" One side printed (Cloth Envelop) 120 GSM	10000				
6.	White Window 10"X4.5" One side printed 120 GSM	900000				
7.	16"X12" Without Cloth Line One side printed 120 GSM	6500				
8.	16"X12" Cloth Line One side printed 120 GSM	40000				
9.	10"X8" Laminated inside (Yellow for Flying Slip) One side printd 120 GSM	8800				
10.	Absentee 16"X12" cloth line both side print 120 GSM	2000				
11.	Three Fold 18"X12"X3" (4"-fold) One side Printed 120 GSM	3000				

Tender form along with Terms and conditions can be purchased from the Cashier, CBSE, Regional Office, 35-B, M.G.Marg, Civil Lines, Allahabad on any working day or can be downloaded from the website www.cbse.nic.in. The tender form complete in all respects along with EMD kept in sealed envelope superscribing on it "TENDER FOR SUPPLY OF VARIOUS TYPES OF ENVELOPES", must reach to this office on or before 16.11.2012 by 01.00 PM. The tenders will be opened at 03.00 PM on the same day in the presence of tenderers, who may like to be present. The Secretary, CBSE reserves the right to accept or reject tender in whole or part without assigning any reason, thereof.

REGIONAL OFFICER

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01.	भारतीय विकलांग (क्लॉथ लाइन 16" x 12") XII ब्लू प्रिंट 120 जी.एस.एम.	10000	Rs.15,000/-	fcdzh	16.11.2012 Lkk;a rhu cts	:-500/- ek= (osclkbV ls MkmuyksM djus dh fLFkfr esa nks lkS :lk, dk fMekaM M~+kQ~V fdlh Hkh vuqlwfr cSad }kjk] lfpo dsUnzh; ek;/fed f'k{kk cksMZ ds i{k esa bykgkckn esa ns; A
02.	यू.एफ.एम. केंस (16" x 12") XII ब्लू प्रिंट 120 जी.एस.एम.	1100	(#i;s ianzg gtkj ek=)dk fMekaM M~+kQ~V fdlh Hkh jk"Vz~h;d`r cSad }kjk] lfpo dsUnzh; ek;/fed f'k{kk cksMZ ds i{k esa bykgkckn esa ns; A Rs.5,00,000/-	27.10.2012 ls	16.11.2012 lkzkr% 10 cts ls nksigj 1 cts rd	16.11.2012 nksigj 01.00 cts rd
03.	सफेद 10" x 4.5" विदाउट विन्डो 100 जी.एस.एम.	2200				
04.	ब्राउन 10" x 8" कापट पेपर वन साईड प्रिंटेड 120 जी.एस.एम.	30000				
05.	ब्राउन 10" x 12" वन साईड प्रिंटेड (क्लॉथ लिफाफा) 120 जी.एस.एम.	35000				
06.	सफेद विन्डो 10" x 4.5" वन साईड प्रिंटेड 120 जी.एस.एम.	10000				
07.	16" x 12" विदाउट क्लॉथ लाईन वन साईड प्रिंटेड 120 जी.एस.एम.	900000				
08.	16" x 12" क्लॉथ लाईन वन साईड प्रिंटेड 120 जी.एस.एम.	6500				
09.	10" x 8" लैमिनेटेड इसाइड (ग्रेलो फॉर फ्लॉइंग स्लिप) वन साइड प्रिंटेड 120 जी.एस.एम.	40000				
10.	अबसेंटी 16" x 12" क्लॉथ लाईन (दोनों तरफ) 120 जी.एस.एम.	8800				
11.	श्री फोल्ड 18" x 12" x 3" वन साइड प्रिंटेड (4"-फोल्ड) वन साइड प्रिंटेड 120 जी.एस.एम.	2000				

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**CENTRAL BOARD OF SECONDARY EDUCATION
(REGIONAL OFFICE)**

35-B Civil Station, M.G. Marg, Civil Lines Allahabad -211001 (U.P.)

TENDER FORM NO.RO(Alld)/ADMN.II/Env./Printing/____

Cost of form Rs.500/-

**TENDER FORM FOR PRINTING AND SUPPLY OF
VARIOUS TYPES OF ENVELOPES**

Tender form duly filled in should reach the Regional Officer upto 1.00 P.M. on or before 16.11.2012. Tenders will be opened on the same day at 3.00 P.M. in the presence of the Tenderers, who may like to be present.

M/s _____ is / are hereby authorized to submit their tender for the printing and supply of various types of envelopes for official use. The specifications of items to be printed as given in the tender form and terms and conditions are also enclosed herewith. The tender should be submitted in sealed cover superscribed "Tender for Printing & Supply of various types of envelopes for official use." The terms and conditions duly signed by the tenderers should accompany by the specific tender form.

Regional Officer

I/We _____ hereby submit tender for the printing and supply of various envelopes for official use as per specifications given in the tender form and terms & conditions enclosed. Before tendering the rates the requisite specifications has also been seen and verified through sample provided by the Board by me/us personally. The rates have been quoted in the enclosed tender form including the cost of paper. The terms and conditions enumerated from clause 01 to 18 have been read by me/us and are acceptable to me/us. A sum of Rs.15,000/- has been deposited in the Board's Office by demand draft No. _____ dated _____ in favour of the **Secretary, CBSE**, payable at Allahabad drawn on _____ as Earnest Money.

Signature of the tenderer
Seal with complete address

Telephone No. _____

Dated: _____

**CENTRAL BOARD OF SECONDARY EDUCATION
(REGIONAL OFFICE)
35-B, Civil Station, M. G. Marg, Civil Lines, Allahabad -211001 (U.P.)**

LIST OF ITEMS & RATES FOR SUPPLY OF THE FOLLOWING ENVELOPES

Sl. No	Specification	Approx Quantity Required	Rates(in Rs.) offered per 1000 envelopes including cost of paper, printing, delivery, all taxes, packing etc.
01.	Physical Handicapped (Clothline 16"X12") XII Blue Print 120 GSM	10000	
02.	UFM Case (16"X12") XII Blue Print 120 GSM	1100	
03.	White 10"X4.5" Without window 100GSM	2200	
04.	Brown 10"X8" Craft paper One side printed 120 GSM	30000	
05.	Brown 10"X12" One side printed (Cloth Envelop) 120 GSM	35000	
06.	White Window 10"X4.5" One side printed 120 GSM	10000	
07.	16"X12" Without Cloth Line One side printed 120 GSM	900000	
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11.	Three Fold 18"X12"X3" (4"-fold) One side Printed 120 GSM	2000	

SIGNATURE WITH SEAL

**CENTRAL BOARD OF SECONDARY EDUCATION
(REGIONAL OFFICE)
35-B, Civil Station, M. G. Marg, Civil Lines, Allahabad -211001 (U.P.)
TERMS AND CONDITIONS**



01. Tender in sealed cover superscribed "TENDER FORM FOR PRINTING AND SUPPLY OF VARIOUS TYPES OF ENVELOPES" should reach the Regional Officer upto 1.00 P.M. on or before 16.11.2012 alongwith the earnest money of Rs.15,000/- through bank draft in favour of Secretary, CBSE payable at Allahabad. Offers without EMD shall be treated as unresponsive and rejected. The EMD Money Rs.15,000/- liable to be taken/accepted as performance security. Tenders will be opened on the same date at 03.00 PM.
02. Rates should be quoted F.O.R. at CBSE (REGIONAL OFFICE), 35-B, Civil Station, M. G. Marg, Civil Lines, Allahabad -211001 (U.P.) including all taxes, etc. Delivery of forms will be taken inside the store of this Office at Allahabad. Cartage/Cooliage shall have to be borne by the supplier upto stacking in CBSE.
03. Rates will be quoted including paper of required GSM.
04. The Board reserves the sole right to accept or reject any or all tenders without assigning any reason.
05. In case of delay in the supply, penalty @ 4% per week on the proportionate amount of the bill for delayed supply will be imposed subject to a maximum penalty of 10% on the admissible amount of the bill.
06. The Board reserves the right to forfeit the earnest money in addition to the penalty if the tenderer fails to execute the order or the supply is not in accordance with the specification and samples provided or there is any breach of the terms of the contract on the part of printers.
07. The successful tenderer(s) will have to complete the work assigned to him/them within 25days from the date of receiving work order positively, failing which penalty as mentioned above will be imposed.
08. Quantity of forms and other items etc. to be printed may increase/decrease as per requirement.
09. The payment will be made on the basis of GSM test reports of the paper used for preparation of envelopes. Initially 80%payment of the admissible bill amount on completion of work will be made. Balance Payment will be made after receipt of GSM Test Report.

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10. Tenderers are required to produce evidence of their previous experience in this line along with copies of IT returns of the past 3 years.
11. The rates quoted will be valid for one year only but can be extended for one more year with the consent of both the parties.
12. In case of any dispute, the Competent Authority may appoint an arbitrator whose decision will be binding on both the parties.
13. Income Tax/WCT/TDS will be deducted on all bills. In lieu of it a certificate on the prescribed form will be issued to the party.
14. The tenderer shall sign these terms and conditions which shall be final and legally binding in to-to.
15. The sample of the items may be seen by the authorized representative or the interested printer on any working day between 10.00 AM to 05.00 PM upto 15/11/2012.
16. The supply of the items should be strictly similar to the samples provided by the Central Board of Secondary Education, failing which the CBSE will be free to impose penalty /compensation of damage as decided by the Board.
17. Before submission of tender, the specifications have also been seen and verified through sample provided by the Board by me/us personally.
18. Rates for required items should be quoted including cost of paper, packing, cartridge, transportation/labour charges, other tax levies etc. in the prescribed form of tender only.

REGIONAL OFFICER

Acceptance of the tenderer:

I _____ hereby undertake that, before submission of tender the terms and conditions enumerated in this form from clause 01 to 18 have been read by me/us and are acceptable to me/us.

Signature of the tenderer: _____

Seal with complete address: _____

Telephone No. (if any): _____