

# CENTRAL BOARD OF SECONDARY EDUCATION

SHIKSHA KENDRA, 2, COMMUNITY CENTRE

PREET VIHAR, DELHI-110301

## TENDER NOTICE

Sealed tenders are invited under two-bid system from reputed answer book Printers, preferably security printers, who have printed answer books of similar nature for public examinations, for manufacturing of Answer Books and Drawing Sheets with & without OMR Sheets (each with security marks) of different specifications as per details given below :-

S. No	Name of the Item	Specification	Quantity to be supplied	E.M.D. (Rs.)		Period of sale of tender	Date of opening of technical bid.
				Delhi	Rs.255000/-		
01	Answer Books of various types for class X of 22x28 cms with Coloured flying slip of 22x14 cms with auto machine numbering alongwith the title cover printing in the size of 22x28 front & back in red colour printing.	Maplitho Paper of 'A' Class Mills in 60 GSM.  Coloured flying slip of 60 GSM of A' Class Mills	As given in the Tender Form	Allahabad	Rs.255000/-	15.07.2011 to 29.07.2011 from 10.00 a.m. to 1.00 p.m.	29.07.2011 at 3.00 p.m.
				Panchkula	Rs.210000/-		
				Ajmer	Rs.125000/-		
				Chennai	Rs.120000/-		
				Guwahati	Rs.82000/-		
				Patna	Rs.150000/-		
				Bhubneswar	Rs. 150000/-		
				02	Answer Books of various types including Vertical for class XII 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 alongwith the title cover printing in the size 22x28 cms in blue colour front side printing on 60 GSM paper.		
03	Drawing Sheets in the size 37½ x54½ cms with OMR Sheet of 22x28 cms in 105 GSM paper	'A' Class Mills in 120 GSM & OMR of 105 GSM					

Contd...2/-

**(A) Essential requirement for Firms**

**1- Experience:** The Tenderer must either have at-least three year experience in the field of manufacturing the answer books of quantity not less than 15,00,000 copies in each year OR; experience of manufacturing the answer books of quantity not less than 25,00,000 copies in last two financial year(2009-10, 2010-11) to State/Central Education Board, Universities and Institutions of Central/State Government.

**2. Turnover:** The printer may quote rates for one or more Regions. The Tenderer must have annual turnover or MAAT (Minimum Average Annual Turnover) as per details below:

<b>Region</b>	<b>ANNUAL TURNOVER OR MAAT during the last 3 years (2008-09-, 2009-10, 2010-11) (in Rs.)</b>
For all the Regional Offices	Rs.1.00 crore or more
For Delhi/Panchkula/ Allahabad	Rs.75.00 lacs or more
For Ajmer/Bhubneshwar/ Chennai/ Patna/ Guwahati	Rs.50.00 lacs or more

The firm quoting for different regions must satisfy the above specified region wise requirement of Turnover.

- 3). The Tenderer must have capability of providing security marks in the answer books and preference shall be given to security printers if otherwise, eligible.
- 4). The Agency must have experience as well as infrastructure of printing and supplying OMR sheets of equivalent quantity as enumerated under (1) above.
- 5). The Agency shall provide sample of paper, which should meet the following specifications–

<b>Nature of item</b>	<b>Specification</b>	
Coloured paper to be used as flying slip of 60 gsm on the answer books for Class X and XII	GSM Brightness Opacity Min. Wax Pick Smoothness (Bendtsen) Max. Breaking Length	60 Minimum 85% Minimum 90 10 A Clear 200 MD -3000 CD -2000
OMR sheet to be used on answer books for Class XII	GSM	105
Drawing Sheet	GSM	120

- 6). The tenderer must have sufficient storage facility and appropriate security measures for safe custody of Board's Answer Books.

- 7). 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%		

- 8). The delivery of Answer books shall be FOR CBSE offices at Ajmer, Allahabad, Bhubneswar, Chennai, Panchkula, Patna and Guwahati in installments and the tenderer shall be able to supply the full order of answer books by end of December 2011 positively.

Tender form having all the specifications, terms and conditions can be purchased from the Syndicate Bank, CBSE Branch, Preet Vihar, Delhi-110301 between 10.00 A.M. to 1.00 P.M. on any working day **from 15.07.2011 to 29.07.2011** on payment of Rs.1000/- in cash (non-refundable) or can also be down loaded from CBSE website [www.cbse.nic.in](http://www.cbse.nic.in) for which Bank Draft of Rs.1000/- be enclosed with the tender form (Technical Bid envelope) in favour of Secretary, CBSE payable at Delhi. Photocopy of cash deposit receipt be enclosed with the Tender Form before its submission. The Tenders received after the specified closing date and time shall be rejected.

The technical and Financial Bids be kept in two separate envelopes super scribing clearly as **“Technical Bid”** and **“Financial Bid”** on the envelopes. Both envelopes be kept in another bigger envelope duly sealed with superscribing **“Tender for manufacturing of new Answer Books with paper 2012”** The Tender addressed to the Secretary, CBSE may be sent on the above address or may be put in the Tender Box kept on ground floor of CBSE Building **on or before 29.07.2011 upto 2.00 PM** in the office.

The Technical Bid shall be opened by a Committee on the same date at 3.00 PM in the presence of the tenderers, who may like to be present. The date for opening the financial bids will be intimated to the tenderers who qualify the Technical Bids.

A specimen of the Answer Books may be seen in Admn.III Section, at the above mentioned address. The Secretary, CBSE reserves the right to accept or reject any or all the tenders without assigning any reason.

**Joint Secretary (A&L)**

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**f' k{kk dlnh] 2] l kepkf; d dlnh] i hr fogkj] fnYyh&110301**

**fufonk l puk**

नीचे दिए गए विवरण के अनुसार विभिन्न विनिर्देशनों की, बिना ओ.एम.आर. व ओ.एम.आर. के साथ (प्रत्येक सुरक्षा चिन्ह सहित) उत्तर पुस्तिकाओं एवं ड्राईंग शीटों, के विनिर्माण के लिए उन प्रतिष्ठित उत्तर पुस्तिका मुद्रक, अधिमानतः सिक्वोरिटी मुद्रक से दो बोली प्रणाली के तहत सीलबंद निविदाएं आमंत्रित हैं, जिन्होंने सार्वजनिक परीक्षाओं के लिए समरूप प्रकृति की उत्तर पुस्तिकाएं मुद्रित की हों :-

क्र. स.	मद का नाम	विनिर्देशन	मात्रा जिसकी आपूर्ति की जाएगी	बयाना राशि (रु० में)	निविदा बिक्री की अवधि	तकनीकी बोली खोलने की तिथि
1	कक्षा-10वीं की विभिन्न प्रकार की 22x28 से.मी. की उत्तर पुस्तिकाएं 22x14 से.मी. की रंगीन पलाईंग स्लिप्स, ऑटो मशीन नंबरिंग सहित, 22x28 से.मी. में टाइटल कवर सामने व पीछे के पृष्ठ की तरफ लाल रंग की प्रिंटिंग सहित	'ए' क्लास मिल का 60 जीएसएम मैपलिथो पेपर  'ए' क्लास मिल के 60 जीएसएम की रंगीन पलाईंग स्लिप्स सहित	निविदा परिपत्र में दी गई मात्रा के अनुसार	दिल्ली रु.255000/- इलाहाबाद रु.255000/- पंचकुला रु.210000/- अजमेर रु.125000/- चैन्नई रु.120000/- गुवाहाटी रु.82000/- पटना रु.150000/- भुवनेश्वर रु.150000/-	15.07.2011 से 29.07.2011  पूर्वाह्न 10.00 बजे से अपराह्न 1.00 बजे तक)	29.07.2011 को अपराह्न 3.00 बजे
2	कक्षा-12वीं की 22x28 से.मी. की विभिन्न प्रकार की उत्तर पुस्तिकाएं एवं वर्टिकल सहित 105 जीएसएम की ओ.एम.आर. शीट्स के साथ सामने की तरफ दो रंगों में प्रिंटिंग और पीछे की तरफ एकल रंग प्रिंटिंग ऑटो मशीन नंबरिंग के साथ 60 जीएसएम पेपर पर सामने की तरफ नीले रंग में 22x28 से.मी. आकार में टाइटल कवर प्रिंटिंग सहित	-वही- और 'ए' क्लास मिल के 105 जीएसएम की ओ.एम.आर.				

3	37½ x 54½ से.मी. आकार की डाईंग शीट 105 जीएसएम पेपर में, 22X28 से.मी. आकार की ओ.एम.आर. शीट सहित	'ए' क्लास मिल का 120 जीएसएम और 105 जीएसएम ओ.एम.आर.				
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क. फर्मों के लिए अनिवार्य आवश्यकता

1. अनुभव – निविदाकार के पास उत्तर पुस्तिकाओं की कम से कम प्रति वर्ष 1500000 प्रतियां निर्माण करने का तीन वर्ष का अनुभव हो, अथवा राज्य/केन्द्रीय शिक्षा बोर्ड, विश्वविद्यालयों तथा राज्य/ केन्द्र सरकार की संस्थाओं के लिए दो वित्तीय वर्ष (2009-10, 2010-11) में कम से कम 2500000 उत्तर पुस्तिकाओं की प्रतियों के निर्माण का अनुभव हो।
2. टर्न ओवर— मुद्रक एक या एक से अधिक क्षेत्रों के लिए दरें उद्धृत कर सकता है। निविदाकार का वार्षिक टर्न ओवर या एम.ए.ए.टी. (न्यूनतम औसत वार्षिक टर्न ओवर) नीचे दिए गए विवरण के अनुसार होना चाहिए:

क्षेत्रीय कार्यालय	वार्षिक टर्न ओवर या अंतिम 3 वर्षों (2008-09, 2009-10, 2010-11) के दौरान एम.ए.ए.टी.
सभी क्षेत्रीय कार्यालयों के लिए	रु. 01 करोड़ या अधिक
दिल्ली/पंचकूला/इलाहाबाद के लिए	रु. 75 लाख या अधिक
अजमेर/भुवनेश्वर/चैन्नई/पटना/गुवाहाटी के लिए	रु. 50 लाख या अधिक

भिन्न-भिन्न क्षेत्रों के लिए उद्धृण करने वाली फर्मों को ऊपर लिखित क्षेत्रवार टर्न ओवर की आवश्यकता को पूरा करना चाहिए।

3. निविदाकारों को उत्तर पुस्तिका में सुरक्षा चिन्ह उपलब्ध कराने की क्षमता होनी चाहिए तथा सुरक्षा मुद्रकों को वरीयता दी जाएगी, यदि वे पात्र हों।
4. एजेंसी के पास उपर्युक्त पैरा 1 के अंतर्गत वर्णित मात्रा के समकक्ष ओ.एम.आर. शीटों के मुद्रण तथा आपूर्ति करने के अनुभव के साथ-साथ आधारीक संरचना होनी चाहिए।
5. एजेंसी एक नमूना पेपर प्रदान करेगी जिसकी विशिष्टताएं निम्नलिखित होंगी—

सामान की प्रकृति	विनिर्देशन	
कक्षा 10 तथा 12 के उत्तर पुस्तिका पर 60 जी.एस.एम. की फ्लाइंग स्लिप के रूप में प्रयोग करने के लिए रंगीन कागज	जी.एस.एम. चमक अपारदर्शिता कम से कम वैक्स पिक अधिकतम चिकनापन (बेन्डसेन) ब्रेकिंग लैथ	60 न्यूनतम 85 प्रतिशत न्यूनतम 90 10 ए स्पष्ट 200 एम.डी. -3000 सी.डी.-2000
कक्षा 12 की उत्तर पुस्तिका में प्रयोग किए जाने वाले ओ.एम.आर. शीट	जी.एस.एम.	105
डाईंग शीट	जी.एस.एम.	120

6. निविदाकार के पास बोर्ड की mRrj i fLrdkvka dks l jgf{kr j [kus ds fy, mi ; Pr l j {kk mik; rFkk j [k&j [kko dh {kerk gkuh pkfg; A
7. , & Jskh fey ds 60 th-, l -, e- isj ds l kfk isj ea vkbZ , l % 1848@1991 dh i f"V djus okys fuEufyf[kr fofun ku@rdudh isj kehVjka dh vko'; drk gksxhA Oek dks dby , d gh fey ds isj dk iz; ksx djuk g&

ब्रेकिंग लम्बाई	एम.डी.	3000
	सी.डी.	2000
कॉब वैल्यू अधिकतम		24 सी
चिकनापन (बैंडसेन) अधिकतम		200
चमक		85
अपारदर्शिता न्यूनतम		90
वैक्स पिक		10 ए स्पष्ट
एश 10-12 प्रतिशत से अधिक नहीं		

8. mRrj i fLrdkvka dh l j qnzh vtej] bykgkckn] Hkpusoj] pSub] ipdyk] iVuk rFkk xpkghVh ea dby l h-ch-, l -bz dk; kzy; ka ds fy, fd'rka ea djuh gksxh rFkk fufonkdjka dks mRrj i fLrdkvka ds isj vksnk dh vki frz vfuo; l : i l s fnl Ecj 2011 ds var rd djuh gksxhA

सभी निविदेशन, निबंधन एवं शर्तों के साथ निविदा फार्म सिडिंकट बैंक, सीबीएसई, प्रीत विहार, दिल्ली-110301 से किसी भी कार्य दिवस में दिनांक 15.07.2011 से 29.07.2011 तक पूर्वाह्न 10.00 बजे से अपराह्न 1.00 बजे तक 1000/- : i ; s (अप्रतिदेय) का नगद भुगतान करने पर प्राप्त किए जा सकते हैं अथवा सीबीएसई की वेबसाइट [www.cbse.nic.in](http://www.cbse.nic.in) से डाउनलोड करके भी प्राप्त किए जा सकते हैं, जिसके लिए 1000/-: i ; s का बैंक ड्राफ्ट सचिव, सीबीएसई, दिल्ली के पक्ष में देय निविदा प्रपत्र (तकनीकी बोली लिफाफा) के साथ संलग्न किया जाए ।

तकनीकी और वित्तीय बोलियां दो अलग-अलग लिफाफों में रखी जाएं जिस पर स्पष्ट रूप से "तकनीकी बोली" तथा "वित्तीय बोली" लिखा जाए, दोनों लिफाफे एक बड़े लिफाफे में रखे जाएं जिस पर "isj l fgr ubl mRrj i fLrdkvka 2012 ds fofuekZk ds fy, fufonk" लिखा होना चाहिए। सचिव, सीबीएसई को संबोधित निविदा, उपर्युक्त पते पर भेजी जाए अथवा सी.बी.एस.ई. भवन के भूतल पर रखी गई निविदा पेटिका में दिनांक 29.07.2011 को अपराह्न 2.00 बजे तक डाल दिया जाए या उससे पहले इस कार्यालय में पहुंच जाए।

तकनीकी बोली उसी तिथि को अपराह्न 3.00 बजे उपस्थित निविदाकारों की उपस्थिति में एक कमेटी द्वारा खोली जाएगी । वित्तीय बोलियों को खोलने की तिथि उन निविदाकारों को सूचित कर दी जाएगी जो तकनीकी बोलियों में सफल हो जाएंगे।

उत्तर-पुस्तिका का नमूना उपर्युक्त पते पर प्रशासन-3 अनुभाग में देखा जा सकता है। सचिव, सीबीएसई के पास यह अधिकार सुरक्षित है कि वे बिना कोई कारण बताए किसी या सभी निविदाओं को स्वीकार या अस्वीकार कर सकते हैं।

# CENTRAL BOARD OF SECONDARY EDUCATION

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

<b>Last date for submission of Tender</b>	-	<b>29.07.2011 upto 2.00 p.m.</b>
<b>Opening of sealed Tenders(Technical)</b>	-	<b>29.07.2011 at 3.00 p.m.</b>

Tender Form No. \_\_\_\_\_

Tender Form No. Admn.III/PTG/AB/34/2011-12/

Price: Rs.1000/-

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 2012 Examination as per details enclosed.

**DEPUTY 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 2012 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 regn. issued from IBA/other statutory body/State Govt./Central Gov t. as proof of being security printer)
- (iv). Office Address and Tel. No. \_\_\_\_\_
- (v). Name(s) of the Proprietor/ Partners & Mobile No. \_\_\_\_\_

#### **2. Past Experience (Preferably for last three 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				

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

**Contd..2.**

- 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 60/80 GSM and  
coloured paper to be used as flying slip  
of 60/80 GSM on the Answer Books  
for Class-X & XII including Vertical  
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):** 2008-09 Rs. \_\_\_\_\_  
(Attach duly audited statements for each financial year) 2009-10 Rs. \_\_\_\_\_  
2010-11 Rs. \_\_\_\_\_



**4. PARTICULARS OF DEMAND DRAFT PAID AS EARNEST MONEY:**

- i) Amount : \_\_\_\_\_
- ii) D.D. No. : \_\_\_\_\_
- iii) Issuing Bank with date of issue : \_\_\_\_\_

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 B.D. 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 2012 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 <b>32 PAGES</b> + coloured flying slip for Class-X alongwith page wise numbering & the title cover printing in the size 22x28 cms front & back in RED colour printing.	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
2a)	Main Answer Books for class XII of <b>40 PAGES</b> alongwith 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 <b>32 PAGES</b> alongwith 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 <b>44 PAGES</b> + 2 extra sheets of graph + coloured flying slip alongwith 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
4	Graph Answer Books of Class XII of <b>44 PAGES</b> + 2 extra sheets of graph alongwith 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

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

5	Main Vertical type of Answer Books for Class XII of 24 pages alongwith title cover printing in the size of 22x28 cms in BLUE colour front side printing <b>on 60 GSM</b> 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>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</p> <p><b>Rates of Bar Code including affixing on every alternate page number of Answer Books.</b>                  @Rs. _____ per 1000</p>
6	Main Vertical type of Answer Books for Class XII of 24 pages alongwith title cover printing in the size of 22x28 cms in BLUE colour front side printing <b>on 80 GSM</b> 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>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</p> <p><b>Rates of Bar Code including affixing on every alternate page number of Answer Books.</b>                  @Rs. _____ per 1000</p>
7	Main Answer Books of <b>32 PAGES</b> for Class-X + coloured flying slip for <b>Blind Candidates</b> alongwith page wise numbering.	<p>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</p>
8	Main Answer Books of <b>40 PAGES</b> for Class-XII + without flying slip for <b>Blind Candidates</b> alongwith page wise numbering.	<p>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</p>
9	Supplementary Answer Books of <b>8 PAGES</b> + coloured slip	<p>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</p>

10	Practical Answer Books for Class XII of <b>8 PAGES</b>	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
11	Drawing Sheets of 120 GSM in the size <b>37½ x54½</b> 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
12	Adhesive paper seal duly printed "CBSE 2012" 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 2012", page wise numbering in Answer Books and packing and supplying to CBSE godown at respective Regional Offices etc. given alongwith 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. \_\_\_\_\_

# **CENTRAL BOARD OF SECONDARY EDUCATION**

## **Specifications and instructions for printing/manufacturing of Answer Books for 2012 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.
  
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\*** alongwith 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 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 2012" 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.

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.

**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.**

The Answer Books are to be packed in packets of 100 copies each (accurate counting serial number 1-100 centurywise) 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.

3. Answer Books with Graph paper 44 pages + 2 sheets graph + coloured slip (paper for slip to be with red provided by the printer).
- Class-X**
1. Size : 22 cms x 28 cms
  2. Quantity: As per details enclosed.
  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 ink).

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.

4. Answer Books with Graph paper 44 pages + 2 sheets graph
- Class-XII**
1. Size : 22 cms x 28 cms
  2. Quantity: As per details enclosed.
  3. Graph Answer Books of Class XII of 44 pages + 2 extra sheets of graph alongwith 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.

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.

5. Main Vertical type of Answer Books,– 24 pages
- Class XII**
1. Size 21 cms. x 29.7 cms.
  2. Quantity: As per details enclosed.
  3. Main Answer Books for class XII of 24 pages alongwith the title cover printing in the size 21x29.7 cms A4 with OMR of 105 GSM with front side printing in two colours and back side single colour printing with auto machine numbering alongwith title cover printing in blue colour front side with page wise numbering and a security mark on 60 GSM with adhesive paper seal duly printed “CBSE-2012” of the size of 2.3 x3 cms 60/80 GSM with cheque type perforation.

6. Answer books for **Blind Candidates** of 32 pages without ruling page wise numbering
- Class-X**
1. Size 22 cms. x 28 cms.
  2. Quantity: As per details enclosed.
  3. 32 pages inclusive of title cover. The **inside pages are not to be ruled.** Perforation with “CBSE 2012” and auto numbering hole and printing will remain the same as mentioned for main answer books alongwith half slip. The answer books are **to be gummed on top instead of stitching on the left side.**

**Class-XII**

7. Answer books for Blind Candidates of 40 pages with OMR without ruling page wise numbering
1. Size 22 cms. x 28 cms.
  2. Quantity: As per details enclosed.
  3. 40 pages inclusive of title cover. The **inside pages are not to be ruled.** Perforation with “CBSE 2012” and auto numbering hole and printing will remain the same as mentioned for main answer books alongwith half slip.  
The answer books are **to be gummed on top instead of stitching on the left side.**
8. Supplementary Answer Book (8 pages) all ruled + slip
1. Size : 22 cms x 28 cms( 8 pages + slip of size 11x14 cms.)
  2. Quantity: As per details enclosed.
  3. (For Class-XII yellow colour slip with blue printing and for Class-X red colour slip with black printing).
- All the pages ruled with margin rule. Thread stitching, wire stitching, hole for tag, perforation with “CBSE 2012” 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. Sl.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.
9. Practical Answer Books for Class XII of 8 pages
1. Size: 22 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, 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.
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 2012” of 2.3 cms. x 3 cms. and affixed in the middle of the Answer Books.**

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**CENTRAL BOARD OF SECONDARY EDUCATION**  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE  
PREET VIHAR, DELHI-110301

Manufacturing & supply of Answer Books for 2012 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 2012 Examination**” should reach this office **upto 2.00 P.M. on 29.07.2011 alongwith 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 Panchkula, Patna, Guwahati, and Delhi. 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.

Contd...2..



11. All the answer books are to be supplied F.O.R. at Regional offices i.e. Delhi Ajmer, Panchkula, Allahabad, Guwahati, Chennai, Bhubneshwar and Patna.
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.

19. 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.
20. Delivery in regular instalments shall be completed as specified in the work order.
21. 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

22. 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.
23. 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.
24. The supplier on completion of the job shall submit a certificate that plates used for printing have been destroyed.
25. 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.
26. **The Agency shall have sufficient storage capacity in the firm's godowns for keeping the Board's answer books safely.**
27. 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.
28. Quantity of answer books to be printed may increase/decrease as per requirements.
29. 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 book 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.
30. 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.
31. **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.**

32. The rates quoted shall be valid for one year only, but can be extended for another year with the consent of both the parties.
33. The Board reserves the sole right to accept or reject any or all tenders without assigning any reason.
34. In case of dispute, the Chairman's decision shall be binding on both the parties.
35. 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.
36. Tax shall be deducted as applicable as per rules on all bills.
37. The successful tenderer shall be required to submit a Bank Guarantee from any nationalized bank for an amount equivalent to 10% of work assigned.
38. 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.
39. 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.
40. **The tentative requirement of the Answer Books is as given in the attached sheet, which may increase or decrease.**
41. 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 41 are accepted to me/us.

Date : \_\_\_\_\_

Signature of Tenderer/Security Printer \_\_\_\_\_

Seal/stamp

Address \_\_\_\_\_

\_\_\_\_\_  
Phone No. \_\_\_\_\_

# Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre

Preet Vihar, Delhi-110301

## TENTATIVE REQUIREMENT OF ANSWER BOOKS FOR 2012 EXAMS.

**Note: The quantity are indicative and may increase or decrease.**

Name of Ans.Book	Ajmer	Panchkula	Guwahati	Chennai	Allahabad	Delhi	Patna	Bhub-neshwar
Main X	137000	435000	190000	410000	460000	90000	323500	120000
Graph X	40000	110000	47500	105000	120000	30000	132500	25000
Main XII	390000	105000	212000	330000	930000	1375000	341000	189000
Graph XII	70000	143000	51500	68000	190000	140000	90000	30500
Practical	200000	290000	150000	225000	530000	340000	196000	103100
Suppl.X	100000	230000	50000	200000	260000	110000	261000	48000
Suppl.XII	200000	360000	94000	375000	550000	450000	180000	76000
Blind X	100	50	50	200	200	500	500	750
Blind XII	100	50	50	200	200	500	200	750
Drawing Sheet	1300		100	600	1000	50000	11000	20000
	<b>1138500</b>	<b>1673100</b>	<b>795200</b>	<b>1714000</b>	<b>3041400</b>	<b>2586000</b>	<b>1535700</b>	<b>613100</b>