

# ZILLA PARISHAD: MAYURBHANJ

No.....9201.....Date...13/12/22...

## Tender Call Notice

Sealed Tenders are invited from reputed Printing firms/Agencies/suppliers with the following terms and conditions for printing/supply of SHG, CLF and GPLF Training Modules with the following specification. The tender papers completed in all respect will be submitted to the office of the CDO-cum-EO, ZP, Mayurbhanj **AT- Murgabadi, PO- Bhanjpur, Baripada, Dist.- Mayurbhanj, PIN – 757002** by 3 PM of 5<sup>th</sup> January, 2023 through Registered / Speed Post/Courier and tender will be opened on 5<sup>th</sup> January 2023 at 4 PM in the Gramsat hall of Zilla Parishad, Mayurbhanj in the presence of the Bidders or their authorized representatives. The outer envelope is to be super scribed with **“TENDER FOR PRINTING OF SHG, CLF and GPLF Training Modules under OLM”** along with the contact details of the bidder. The undersigned reserves the right to accept or reject any or all of the Tenders without assigning any reason thereof.

The details of the Tender call notice along with terms & condition and the evaluation form can be viewed at the district website i.e. [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in)

## Terms & Conditions

- The bidders must be a reputed printing firm / Agency.
- The bidder can submit only one bid. Multiple bids submitted by any bidder may result in rejection of all his bids.
- The Bidder must have been registered under Goods & Services Tax (GST) and must have a valid GSTIN number & PAN (Permanent Account Number).
- The bidders selected have to supply the items within 15 days from the date of issuance of work order.
- Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission.
- The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and has offered the lowest evaluated quotation price.
- The bidder whose bid is accepted, will be awarded the contract by the Purchaser
- Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
- The price quoted should be inclusive of cost of material to be supplied per unit & all taxes & charges, packing & transportation cost for delivery at BMMU Office o/o, All BDOs of Mayurbhanj District.
- The bidders may be present in person or through one of their representative(s) during the opening of quotations as per the date and time as fixed. i.e 05.01.2023 at 4 PM or if modified will be intimated later.
- The bidders are required to enclose a Bid Security Declaration Form (At Annexure-I) in place of Bid Security with stipulation that, If they withdraw or modify their bids during period of validity etc., they will be blacklisted for one year.

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- The bidders have to supply the items as per the price quoted without any condition, else the bid will be rejected.
- The bidder shall submit refundable EMD amounting to Rs.50000/- as DD in favour of "Odisha Livelihoods Mission (NRLM), Mayurbhanj payable at SBI, Main Branch, Baripada.
- The interested bidders may submit their sealed Quotations through courier/Speed post/Register post only in prescribed format super scribe on cover of the envelope "TENDER FOR PRINTING OF SHG, CLF and GPLF Training Modules under OLM" address to the Chief Development Officer-cum-DMC, Zillaparishad, Mayurbhanj, At- Murgabadi, Post- Bhanjpur, Baripada -757002.
- Any legal dispute arising out of this is subject to mayurbhanj jurisdiction only.

## The Bid documents to be attached

- Copy of the GSTIN Number
- Copy of the PAN/TAN of the firm.
- Income Tax Return for the assessment year 2021-22 & 2022-23.
- Price in specific format prescribed in the bid document per one unit form the required specifications.
- Bid Security Declaration Form

## Bid Price Conditions

- The transportation charges also to be included in the Bid Price.
- All duties, taxes and other levies payable by the supplier under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Price should be quoted inclusive of all taxes & charges in INR only.

## Specification of the Materials to be Printed

### A. Specification of SHG Training Module (6 nos.)

| SL No.      | Subject   | Cover Page |   | Inner Page |  | Remarks     |
|-------------|---|------------|---|------------|--|-------------|
|             |   | No of Page | Page specification (Colour, size & Quality)   | No of Page | Page specification (Colour, size & Quality)                                |             |
| 1           | Need & Importance of SHG                          | 4          | Multi-colour, Portrait, A4 size, single side print of Front & Back cover page 220 GSM, glossy paper | 30         | Multi-colour, Portrait, A4 size, both side printing, 130 GSM, glossy paper | Gum binding |
| 2           | Function & Management of SHG                      | 4          |   | 34         |  |             |
| 3           | Group dynamics, conflict, Resolution & Leadership | 4          |   | 22         |  |             |
| 4           | Books of records of SHG & it's maintenance        | 4          |   | 56         |  |             |
| 5           | Financial Literacy                                | 4          |   | 38         |  |             |
| 6           | Micro Investment Plan                             | 4          |   | 18         |  |             |
| Total pages |   |            |   |            |  | 222         |

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## B. Flip Book of SHG & CLF Module Training

| Sl No | Name of the training Materials | No of Page (Both Cover and Inner Page) | Page specification (Colour, size & Quality)   | Remarks        |
|-------|--------------------------------|--|---|----------------|
| 1     | Flip Book                      | 14                                     | Multi-colour, Landscape, A3 size, both side printing, 300 GSM, glossy paper with lamination | Spiral binding |
|       | Total pages                    | 14                                     |   | 14             |

## C. Specification of CLF Training Module

| Sl. No.     | Subject        | Cover Page |  | Inner Page |  | Remarks     |
|-------------|----------------|------------|--|------------|--|-------------|
|             |                | No of Page | Page specification (Colour, size & Quality)  | No of Page | Page specification (Colour, size & Quality)                                |             |
| 1           | CLF Management | 4          | Multi-colour, Portrait, A4 size, single side print of Front & Back page, 220 GSM, glossy paper | 84         | Multi-colour, Portrait, A4 size, both side printing, 130 GSM, glossy paper | Gum binding |
| Total pages |                |            |  |            |  | 88          |


## D. Specification of GPLF Training Module (2 nos.)

| Sl No.      | Subject                      | Cover Page |  | Inner Page |  | Remarks     |
|-------------|------------------------------|------------|--|------------|--|-------------|
|             |                              | No of Page | Page specification (Colour, size & Quality)  | No of Page | Page specification (Colour, size & Quality)                                |             |
| 1           | GPLF Management              | 4          | Multi-colour, Portrait, A4 size, single side print of Front & Back page, 220 GSM, glossy paper | 57         | Multi-colour, Portrait, A4 size, both side printing, 130 GSM, glossy paper | Gum binding |
| 2           | Financial Management of GPLF | 4          |  | 73         |  |             |
| Total pages |                              |            |  |            |  | 138         |

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## Details of items to be supplied:

| Sl No | Name of the Training Module                    | No of copies to be supplied |      |      |      | Total copies to be supplied | Remarks  |
|-------|--|-----------------------------|------|------|------|-----------------------------|--|
|       |  | CLF                         | GPLF | BMMU | DMMU |                             |  |
| 1     | SHG Training Module (01 Set @ 6 nos. of Books) | 2000                        | 278  | 26   | 1    | 2305                        | No of copies to be supplied may increase or decrease based on need |
| 2     | Flip Book (one Book)                           | 2000                        | 278  | 26   | 1    | 2305                        |  |
| 3     | CLF Training Module (one Book)                 | 2000                        | 278  | 26   | 1    | 2305                        |  |
| 4     | GPLF Training Module (01 Set @ 2 nos of Books) | NR                          | 278  | 26   | 1    | 305                         |  |

  
13.12.22  
CDO-cum-EO  
ZP,Mayurbhanj

Memo No: 9202 Date: 13/12/22

Copy to notice board of ZP, Mayurbhanj to display the tender call notice on the notice board of the ZP office for wide publication.

  
13.12.22  
CDO-cum-EO  
ZP,Mayurbhanj

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## Technical Bid Format

| Sl No | Particulars of the Documents                               | Status of Submission<br>Yes/No | Documents Registration/SL. Number (If any) | Remarks |
|-------|--|--------------------------------|--|---------|
| 1     | GST Certificate  |                                |  |         |
| 2     | PAN/TAN  |                                |  |         |
| 3     | Price Bid documents  |                                |  |         |
| 4     | Income Tax Return for the assessment year 2021-22& 2022-23 |                                |  |         |
| 5     | Bid Security Declaration Form                              |                                |  |         |

Date :

Signature:

Designation:

### DECLARATION BY THE BIDDER

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the quotation document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the quotation document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firm has no objection in signing the purchase contract if the opportunity for the supply of the items against this quotation is given to me/us.

Date :

Signature:

Designation:

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## Price Bid Format

To

The CDO-cum-DMC, ZP, Mayurbhanj

Sir,

I / We do hereby submit the quotation quantities wise price below for printing/supply works of For Printing of SHG, CLF and GPLF Training Modules UNDER OLM.

| SL.No | Particulars                                       | Specifications                          | Quantity | Cost Per Unit<br>(in ₹) | Total Amount<br>(in ₹) |
|-------|---|---|----------|-------------------------|------------------------|
| 1     | Need & Importance of SHG                          | As mention in<br>the Quotation<br>Paper | 2305     |                         |                        |
| 2     | Function & Management of SHG                      |   | 2305     |                         |                        |
| 3     | Group Dynamics, Conflict, Resolution & Leadership |   | 2305     |                         |                        |
| 4     | Books of records of SHG & it's maintenance        |   | 2305     |                         |                        |
| 5     | Financial Literacy                                |   | 2305     |                         |                        |
| 6     | Micro Investment Plan                             |   | 2305     |                         |                        |
| 7     | Flip Book   |   | 2305     |                         |                        |
| 8     | CLF Management                                    |   | 2305     |                         |                        |
| 9     | GPLF Management                                   |   | 305      |                         |                        |
| 10    | Financial Management of GPLF                      |   | 305      |                         |                        |
|       | <b>Total =</b>                                    |   |          |                         |                        |

Signature with seal of the Bidder

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## Bid Security Declaration Form

Annexure-I

To

The CDO-cum-DMC  
Zillaparishad, Mayurbhanj

Sir,

We the undersigned declare that, I/We understand that, according to your conditions, bid must be supported by Bid-Security declaration.

I/We accept that, the Authority/Employer/Tender inviting Authority shall cancel our empanelment and /or suspend/prohibit/debar/blacklist from participating in bidding in any contract of the state for a minimum period of one year in addition to other penal action as per tender/Quotation Call Notice, If we are in breach of our obligation(s) under the bid conditions.

Signature of Quotationer/Tenderer