दूरभाष : कार्यालय 2331302

संचालक, मुद्रण तथा लेखन सामग्री विभाग, रायपुर

(इन्द्रावती भवन, विभागाध्यक्ष कार्यालय, ब्लाक नं. 1, द्वितीय तल) नया रायपुर (छ.ग.)

रायपुर – 491002

क्रमांक जी.बी.4 क.शा.(1)/मु.हे.का./17–18/462 दिनांक 3-6-2017

प्रति,

मुख्य कार्यपालन अधिकारी
चिप्स
सिविल लाईन रायपुर (छ.ग.)

विषय :– वर्ष 2017–18 के लिए विभिन्न प्रकार के कागजों के क्रय हेतु जारी निविदा सूचना तथा निविदा प्रपत्र को वेबसाई www.cgstate.gov.in..में अपलोड करने बाबत ।

––00––

विषयांतर्गत निविदा सूचाना क्रमांक जी.बी.4 क.शा.(1)/मु.हे.का./17–18/460 दिनांक 3–6–2017 तथा निविदा प्रपत्र की हार्ड कापी एवं सीडी संलग्न कर आपकी ओर प्रेषित है। कृपया निविदा सूचना तथा निविदा प्रपत्र विभाग के वेबसाईट www.cgstate.gov.in में अपलोड करने की कृपा करेंगें

संलग्न :– उपरोक्तानुसार ।

संचालक
3/6/17
मुद्रण तथा लेखन सामग्री
छ.ग. नया रायपुर

(C. G. S. P. C. R. A. No. 1)

No page from this Tender Form be detached

GOVERNMENT OF CHHATTISGARH

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN,
BLOCK-1, IInd FLOOR, NAYA RAIPUR, CHHATTISHGARH
Pin Code-491002
Phone No. 2331302

TENDER FORM

FOR THE

SUPPLY OF PRINTING PAPER'S FOR THE YEAR 2017-18
TO THE
GOVERNMENT PRESSES AT
NAYA RAIPUR/RAJNANDGAON

FOR THE YEAR

2017-2018

Last date for submission upto 12/07/2017 Time 3.00 P. M.
Opening date of Tender 12/07/2017 Time 4.00 P. M.

Price : Rs. One Thousand five hundred only (Rs. 1500/-) In Person/website

(C. G. S. P. C. R. A. No. 1)

No page from this Tender Form be detached

GOVERNMENT OF CHHATTISGARH

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN,
BLOCK-1, IInd FLOOR, NAYA RAIPUR, CHHATTISHGARH
Pin Code-491002
Phone No. 2331302

TENDER FORM

FOR THE

SUPPLY OF PRINTING PAPER'S FOR THE YEAR 2017-18
TO THE
GOVERNMENT PRESSES AT
NAYA RAIPUR/RAJNANDGAON

FOR THE YEAR

2017-2018

Last date for submission upto 12/07/2017 Time 3.00 P. M.
Opening date of Tender 12/07/2017 Time 4.00 P. M.

Price : Rs. One Thousand five hundred only (Rs. 1500/-) In Person/website

To be filled by the tenderer

TENDER

Subject.— Tender for Printing Paper for the year 2017-2018

From

.....

.....

.....

To,

DIRECTOR,
GOVT. PRINTING AND STATIONERY,
INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR,
NAYA RAIPUR, CHHATTISHGARH

Ref.—Your advertisement No. G.B/IV/Paper( )2017-2018/.....dated.....

It is stated that I/We have carefully read and understood all the terms and conditions of the tender and also those contained in the draft. Agreement to be executed by the successful tenderers.

2. I/We agree and bound by all the terms and conditions mentioned in the Tender Notice No..... issued by the Director, Printing and Stationery, Chhattisgarh, Raipur and also those given in this Tender Form signed by me/us in token of acceptance of the terms mentioned therein.

3. I/We agree to supply Printing Paper on the rates quoted by me/us against each item on the terms and conditions as stipulated in this tender form including part V (Agreement) without imposing any counter conditions.

4. Goods will be delivered in full within the period as will be mentioned in the supply order by the Director, Printing and Stationery, C. G., Raipur. An order marked URGENT will be completed in full within a fortnight from the date of receipt of the same.

5. I/We agree to record the following Sales Tax/Excise Duty Certificate duly signed by me/us under the seal of my/ our firm/company on each bill to be sent to the consignee concerned :—

"It is certified that the amount being charged in this bill as (i) * excise duty/central GST duties has/have actually been paid by me/us to the Government and (ii) * sales tax / state GST has actually been paid/ is payable by me/us to Government. In case of any excess amount is charged in this behalf I/We shall not only be liable to refund the excess amount so charged in full to the Directer, Printing and Stationery, C. G.,Naya Raipur but shall also be liable for any legal action that may be taken against me/us in this behalf."

6. (A) Our Sales Tax/State GST Registration No. is ..... dated..... at place .....

(B) Our Sales Tax/State GST Certificate No..... dated..... is enclosed.

(C)The Address of the Sales Tax/State GST Officer is..... .....

(D) Our Income Tax PAN Card No..... dated ..... is enclosed.

(E)The Address of the Income Tax Officer is.....

7. I/We agree and to submit the tender in the manner prescribed & as per the eligibility criteria laid down for the purpose and I agree that if there is any omission, lapse or lacunae or deficiency in the eligibility, my tender is likely not to be considered.

Signature. .....

Seal.....

* Strike out whichever is not applicable.

8. Tender is submitted in three covers. Envelope 'A' contains eligibility document and Envelope 'B' contains samples of paper and Envelope 'C' contains rate bids.

(a) ENVELOPE 'A'— The following letter/documents are submitted herewith in a separate sealed envelope superscribed thereon. Envelope 'A' Eligibility documents :— **(See Terms and Condition No. 5)**

(1)	Earnest Money (Tender Deposit) Rs. 25,000/-	No. .....dated.....
(2)	Valid Income Tax PAN Card & IT Return.	No. .....dated.....
(3)	Valid Sales Tax //State GST Registration Certificate	No. .....dated.....
(4)	Confirmatory declaration certificate	No. .....dated.....
(5)	Letter of Authority issued by the tenderer	No. .....dated.....
(6)	Letter of Authority issued by the mill	No. .....dated.....
	(i) Name of paper.....	No. .....dated.....
	(ii) Name of paper.....	No. .....dated.....
	(iii) Name of paper.....	No. .....dated.....
	(iv) Name of paper.....	No. .....dated.....
	(v) Name of paper.....	No. .....dated.....
	(vi) Name of paper.....	No. .....dated.....
	(vii) Name of paper.....	No. .....dated.....
	(viii) Name of paper.....	No. .....dated.....
	(ix) Name of paper.....	No. .....dated.....
	(x) Name of paper.....	No. .....dated.....

(b) ENVELOPE 'B'— Paper samples .....

(c) ENVELOPE 'C'— Rate bid (Prescribed tender form) .....

Tender Enclosures No.

Yours faithfully

(Seal and Signature of the Tenderer)

Name in Block Letters.....

Address.....

Mobile no/ Telephone No.....

Email id.....

(*) Letter of Authority is to be given in the following from on the firm's own letter pad :-

LETTER OF AUTHORITY

Shri.....is partner/agent of our firm.....and he is hereby authorised to sign all the documents such as Tender Form, Agreement and other relevant papers, etc., on behalf of the above firm.

The signature of Shri.....are attested below :-

Signature.....

Signature.....

Name in capital letters.....

Designation of Authorised Signatory of the mill

Seal of the firm.....

Email id.....

Note.— One extra copy of page No. 2 is enclosed herewith. The same must be submitted duly filled by the tenderer in Envelope "A".

OFFICE OF THE DIRECTOR

GOVT. PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-I, SECOND FLOOR, NAYA RAIPUR. Pin- 491002 CHHATTISHGARH

TENDER NOTICE

No. GB-IV Paper- (I) 2017-2018/ 460 New Raipur, dated 3-6-2017

1. Sealed Technical and Commercial Tenders are invited for purchase of various types of printing papers for the printing works of the department to the Govt. Press at Raipur, Rajnandgaon subscribed with the words Tender for printing paper 2017-2018 are invited from the paper mills or their authorized Agent/Dealers of manufacturing mills. Tenders must reach this office latest by 3.00 P. M. on 12-07-2017.

2. The tender will be considered only on the tender form supplied by us or It can also be submitted on the form downloaded from our website **www.cgstate.gov.in.**

3. The tenders will be opened on the same day at 4.00 P. M. in the Office of the undersigned in the presence of such Tenderer or their authorized representatives also may be present. The tenders, samples and other tender documents received after the prescribed date and time will not be accepted under any circumstances irrespective of means of dispatch and delivery. The details of specifications of the papers and their quantities required are given in the Tender Form.

4. In Case if tender is obtained from our website he shall have to submitted Rs. 1500/- (Cash receipt or demand draft) in our office on the date of submission of tender otherwise the tender will not be accepted.

1. **Sale of tender document from: -** 08-06-2017
2. **Last date of tender document submission: -** 12-07-2017, 3P.M.
3. **Tender document opening date:-** 12-07-2017 4P.M.

Note :— Tender form can also be downloaded from www.cgstate.gov.in

(Ramesh Sharma)
Director
Govt. Printing & stationary,
Chhattisgarh Raipur

PART II—HIGH LEVEL PURCHASE COMMITTEE

1. The Stationery Purchase Committee (hereinafter referred to as the "Committee") appointed by the Government of CHHATTISGARH shall—

(a) scrutinise all the tenders to examine the eligibility for consideration as per tender conditions and to approve the required samples and rates of Printing Paper, out of tenders which have been taken into consideration .

(b) be the final and unappealable authority for the purpose of accepting or rejecting partially or wholly, any tender;

(c) not be bound to accept the lowest or any tender or to assign any reason, whatsoever, for the non-acceptance of the whole or part thereof;

(d) have the right to divide the supply order of any articles between two or more tenderers.

(e) have the right to negotiate on the rates and other terms and conditions if it is necessary.

(f) for the expedient procurement of paper and in the financial interests of the Government, the High Level Purchase Committee shall have right to relax or condone any condition of the tender.

2. In case of difference of opinion as to the legal interpretation of any of the clauses of this Tender, the decision of the Committee shall be deemed as final and binding on the parties.

Terms of Tender

Subject to conditions laid down in Part II herein above (No tender shall be considered if any of the terms laid hereunder is not fulfilled by the Tenderer)

1. Rates shall be written in ink. If there is any overwriting or corrections, the tender may not be considered. The tender and samples together with tender documents must be submitted in three separate sealed envelopes duly super scribed with the words as mentioned in condition No. 5 below. The sealed envelopes should be so sent as to reach the Director, Govt. Printing and Stationery, up to 3.00 P. M. on ..... The tenders shall be opened on the same day at 4.00 P. M. before such Tenderer or their authorized representatives as may be present. The tenders, samples and other tender documents received after the prescribed date and time shall not be accepted under any circumstances irrespective of means of dispatch and delivery or whatever may be reasons for delay.

2. Tender may be rejected, if—

(a) **It is not submitted in the prescribed Tender Form purchased by the Tenderer from the Director, Govt. Printing and Stationery, C. G., Raipur; or obtained from our website with deposit of Rs. 1500/- cash receipt of this office or Demand Draft not submitted in three separate sealed envelopes as mentioned in condition 5 hereinafter;**

(b) **The Tender Deposit is furnished in any other form than those specified;**

(c) **A Tenderer has desired to treat any of his previous year's Tender Deposit for this tender;**

(d) **It is submitted without Tender Deposit or other eligibility documents as asked for;**

(e) **The samples related to the tender offers are not submitted along with the tender;**

(f) **The conditions for quoting rates of articles as laid hereunder have not been strictly adhered to by the Tenderer;**

(g) **A valid sales-tax/State GST registration certificate and return copy of sale tax and income-tax return copy for preceding financial year or (In case accounts are not finalized for preceding year), last preceding financial year, is not submitted along with the tender. The copies duly attested by self have not been submitted along with this tender form.**

(h) **The Tenderer has failed to put in his signatures in all the places provided for the purpose of in this tender form;**

(i) **The Tenderer has stipulated other conditions beyond those contained in this Tender Form;**

(j) **The Tenderer has made any additions or alterations in the contents of any of these pages of the Tender Form;**

(k) **The rates quoted are not free from erasures, corrections, overwriting or overtyping;**

(l) **he tenderer has made any approaches to, or used any influence on any of the members of the Stationery Purchase Committee for canvassing in his favour;**

(m) **If samples required under clause (4 a) are not submitted;**

(n) **the authority of the concerned mills to the effect that the tenderer has been authorized to tender on their behalf and if an order is placed with the tenderer the mills undertake to supply the paper in time, is not enclosed with the tender.**

(o) **The sample duly stamped & signed by bidders.**

3. The Tenderer shall quote rates — (a) Rates should be inclusive of delivery of the goods to the Govt. Regional Press Rajnandgaon/Raipur Godown. Unloading charges will be borne by the supplier. Ex-mill rates will not be considered. **Rates shall be common for all the destinations.** The information desired to Col. Nos. 6 to 13 must be furnished necessarily by the tenderer. The information regarding the rates of the material, the amount of sales tax to be charged, other charges plus excise duty/central GST (in rupees) should be shown **separately in Col. Nos. 6, 7, 8 & 9 respectively. In absence of the above information the tender may be liable for rejection.**

(b) The paper manufacturing mills (OEM) can also take part in tender with their ownership certificate and other requirement of Tenderer.

(c) In case tenders are submitted by Agent/Authorized dealers of the mills, they will have to enclose an affidavit On Rs. 100.00 Stamp paper from their respective mills to the effect that they have been duly authorized to tenderer on their behalf and that if the order is placed with their Agent/ Authorized dealer, the mill undertakes to supply the paper in scheduled time. No tender will be considered without notarized affidavit.

4. (a) The tender must be accompanied by 20 (Twenty) **full sheets of paper of not less than A4 size** as sample for each quality of paper duly stamped and signed by the Tenderer.

The nomenclature Offset Printing, Maplitho, craft paper, photocopier etc. as relevant the name of the manufacturing mill, size and substance and other description along with a confirmatory declaration as presented hereunder that the paper is made of relevant standers, must be written on each of the sample sheet.

The tender shall not be considered without sample sheets. The sample must be submitted in the required gsm., and size.

Confirmatory Declaration

It is hereby confirmed, declared and certified that only virgin pulp of wood made in integrated pulping plant is used in the samples supplied by us and bind ourselves that if order is placed on us, we shall supply paper as per sample and used virgin pulp of wood only (as mentioned in rate chart). We shall be liable to penalty to compensate any losses and refusal to accept the goods, in case of breach of or deviation of this undertaking.

.....

.....

.....

(b) No claim will be entertained for revision to a higher quantity slab of excise levy/GST although payable by the manufacturing mills. The Director will accept revision in price only in the event of any revision to the basic rate of excise/central GST as applicable on date of agreement has been effected by Govt. of India. Other claims for revision in excise will be decided by the Govt. on merits.

5. The tender (Technical, Commercial and Samples) will be submitted in a sealed cover with following three sealed envelopes placed therein as prescribed below : —

(1) Envelope 'A'- Eligibility documents :

Certificates and documents as listed below will be placed in this envelope and the sealed envelope will be put in the big sealed cover along with separately sealed envelope 'B' and 'C'.

List of eligibility documents

(i) Earnest Money (Tender Deposit Rs. 25,000/-) in the form of Demand Draft.

(ii) Valid Income Tax PAN Card and IT Return.

(iii) Valid Sales Tax/GST Registration Certificate and return copy.

(iv) Authenticated copy of proof of capacity in the shape of Excise Clearance Certificate of the preceding year signed by an official not below the rank of Inspector. (only for item No. 1).

(v) A confirmation declaration and certificate to the effect that virgin pulp of wood is used to make the paper in the integrated pulping plant is used in the manufacturing unit of the Tenderer. Recycled paper will not be supplied. [see proforma on page 5 condition No. 4 (a)].

(vi) Letter of authority to be issued by the Tenderer (See proforma on page No. 2).

(vii) Letter of authority to be issued by the mill (In case tender is submitted by Agent/ Authorized Dealer of the mill) that an affidavit of the concerned paper mill to the effect that they have duly authorized to Tenderer on their behalf and that if the order is placed with their Agent/ Authorized Dealer, the mill undertakes to supply the paper in schedule time, for each item separately.

(2) Envelope—B :

(ix) Samples in the second envelope-"B" super scribed with the words **"Sample of White Offset and other Printing paper".**

Sample for each quality of paper should be kept in separate envelope and all such envelopes should be submitted in the envelope—B

(3) Envelope—C :

(x) Rate bid (prescribed tender form purchased from this office or downloaded from our website)— in a separate sealed envelope for each Paper superscribed with the word **"Tender for White Offset/Maplitho/Craft/ Photocopier etc. printing paper 2017-2018".**

6. The Tenderer shall have to keep his offer open for the Financial year 2017-2018 and shall further continue to keep it in force during the period of contract such of his quoted rates as shall be approved by the Committee.

7. The tenders must be accompanied by an earnest money of **Rs. 25,000/- (Rupees Twenty five thousand only)** in the form of call- Deposit-Receipt/Fixed Deposit from nationalized bank payable to the Director, Govt. Printing and Stationery, Chhattisgarh, Raipur. Previous tender deposit shall not be treated as tender deposit for this tender.

8. Any conditional offer of discount and of less than one percent shall not be accepted.

9. Valid Sales tax/ GST and Income tax return copies of last two years must be submitted with the tender.

10. The Tender Deposit shall be forfeited to the Governor if the tender is withdrawn at any time prior to its rejection or before or after its acceptance is communicated to the Tenderer.

11. **The person signing Part III of the tender form must write his full name in block letters. He must also *clearly state his position in the* firm/office-full name and complete address of the firm/office along with Telephone & Fax numbers, Mobile no. and e-mail address. He must also enclose a letter of authority from his firm/office to the effect that he has been duly authorized to sign this tender form and agreement etc., in this connection.**

12. The sample obtained will be sent to government approved laboratories for testing as per BIS norms. Rate bid of the Tenderer whose samples are as per with BIS norms will be opened and rest will be rejected.

13. The tenderers whose tender is accepted, shall execute an Agreement within 7 days from the date of receipt of acceptance of rates by them in the presence of two witnesses. In case of local tender the contracts will be executed before the Director and in the case of tenderer residing out of Raipur before a Magistrate failing which the tender deposit money will be forfeited and offer will be withdrawn.

14. Successful Tenderer shall have to deposit a security of 5% of the cost of paper of supply order for 12 months in the **form of Fixed Deposit or Bank guarantee of any Nationalized or Scheduled Bank in favor of the Director, Govt. Printing and Stationery, Chhattisgarh, Raipur.** Director shall have Power to deduction of the security deposit in full at one time from the payments.

15. Submission of the Tender and placement of security amount shall be deemed to be the acceptance of all the terms and conditions and agreement (Part V) herein contained and implies that counter terms shall not be valid and will stand withdrawn.

16. The Director shall have the right to accept or reject any tender(s) without assigning any reason.

17. **The Director is not bound to accept the lowest rate and reserves the right to accept any tender in whole or in part of reject any tender or all the tenders and to divide the order between two or more tenderers without assigning any reason therefore.**

(i) Director reserves all right to place supply order to any firm on the lowest rates in financial and whole interest of the State.

18. Tender which does not comply with any of the conditions or has not submitted in the prescribed manner is liable to rejection.

19. No advance payment will be made and documents for goods dispatched shall be accepted if sent through bank.

20. The tender offers must be quoted only in the tender form issued by the office of the Director, Govt. Printing and Stationery, Chhattisgarh, Naya Raipur or downloaded from website.

21. (i) The successful Tenderer (s) shall have to commence supply of paper within 15 days of the date of issue of supply order. An order marked URGENT shall be completed within the period as specified in the supply order. The date of supply shall be the date on which the consignment reaches the destination indicated. Director shall have the right to reduce or extend the period of delivery as well as extend the period of agreement.

(ii) Paper will have to be supplied to the consignees concerned as per dispatch instructions to be given by the Director, Govt. Printing and Stationery, Chhattisgarh, Naya Raipur.

(iii) Relevant Motor Transport Receipt and other documents shall be sent free and direct to the consignee (s) freight pre-paid including loading and unloading charges copy of all documents should be sent to Director Printing & Stationery, Naya Raipur.

(iv) The Director, Govt. Printing and Stationery, Chhattisgarh, Naya Raipur shall not be responsible for damages, losses, thefts, pilferages, fire, accident, demurrages etc., any, incurred to the consignments and these will have to be borne by the supplier.

(v) The consignments should be sent to the consignee (s) securely packing so as to stand the rough handling and vageries of nature during transit.

22. If the paper is not received at the destinations within the period as specified in supply order, penalty for delay will be imposed as per term No. 6 of agreement form.

23. Paper shall be conforming minimum to prescribed specification as mentioned against each item.

24. The paper supplied shall strictly conform to the specifications as mentioned against each Item. The Director, Govt. Printing and Stationery, Chhattisgarh, Raipur reserves the right to refuse or to accept the paper if found—

(i) inferior in quality, or below BIS Standards as mentioned against each Item in the Tender,
(ii) for any other reason in his discretion.

25. 80% payment will be made as far as possible within one month of the date of receipt of paper, if it is found as per specification and balance 20% after the receipt of Test Report from Govt. Laboratory. The payment of the supply will be made by the consignee concerned. If the test report is not as per BIS standard, Penalty will be imposed by the Dept.

26. Before 20% payment the test report of the samples & the supplied paper for each Quality will be sent to Govt. laboratories.

The Director at its sole discretion reserve the right to send the sample to any Govt. laboratory for examination of chemical properties.

27. The Director, will be at liberty to place supply order in one lot or in part as and when necessary and reduce or increase 25% of the total quantity to be supplied mentioned in tender form as he may deem fit.

28. The Director, Govt. Printing and Stationery, Chhattisgarh, Raipur also reserves the right to accept such paper under special circumstances by reducing the price reasonably at his own discretion. His decision in such, as well as in rejection cases, shall be final, conclusive and binding on the contractor.

29. The decision of the Director, Govt. Printing and Stationery, Chhattisgarh, Raipur shall be final and binding on the tender's in respect of this tender.

30. C.G. VAT/ State GST shall be deducted at source wherever applicable any exemption will be given only on the directive of C.G. Commercial Tax Department authorities and the same will have to be obtained by the supplier.

(i) The Procedure for ascertaining of rate declared in Tender form will be followed as under :—

The rates of selling items shown in the Tender those who belongs to another State, Registered under State GST/VAT, will be accepted inclusive of VAT/GST in comparison to the rates shown by the Tenderer belongs to C.G. State.

31. For the expedient Procurement of Paper and in the Financial interest of the Government, the High Level Purchase Committee shall have reserve right as mentioned in Page No. 4 S. No. 1 (f).

32. The terms and condition laid down in Part V [Agreement form (page 12 to 14)] shall be also treated as terms and conditions of the tender, Director can act upon them if it desires.

Note.—With minimum technical requirement of all varieties of paper :—

(i) Paper shall be conforming to prescribed specification as mentioned against each item.

(ii) The paper shall consist of 100% virgin pulp of wood and shall be free from unbleached pulp. Paper made *from the waste paper or paper cutting is not acceptable. The Tenderer will have to confirm in the tender form that the* offered paper is of virgin pulp/ virgin pulp made of wood.

(iii) The paper shall be of uniform formation and evenly finished and generally free from specks, holes and other blemishes, etc.

Ramesh Sharma
Director
Govt. Printing & stationary,
Chhattisgarh Raipur

PART III—TENDER OFFER FOR THE SUPPLY OF PRINTING PAPER DURING THE YEAR 2017-2018

1. I/We..... hereby offer on the terms of the tender and conditions of the Contract hereinafter specified to supply for the year 2017-18. The Printing Paper as specified in the Schedules appended to this Tender Form and as per specifications herein mentioned, or such items thereof as the Director, Printing and Stationery, Chhattisgarh, Raipur, may require from time to time during the period as stated above.

2. Should this Tender be accepted in part or whole, I/We. .....

.....

.....hereby agree to abide by and fulfil all the terms of this Tender and conditions of Contract annexed hereto or in default to forfeit and pay to the Governor of Chhattisgarh or his successors in office the sums of money specified in the said conditions.

3. The sum of Rs..... has been deposited as required by clause 6 of the Terms of Tender in Part II in the form of..... as Tender Deposit, the full amount of which shall be forfeited to the Governor, or his successors in office without prejudice to any other right or remedies of the said Governor or his successors in office should I/We fail to complete the supply or to deposit the full amount of Security Deposit required under clause 2 (a) of Part V.

Dated, the ..... day of.....200

Name and address of the Firm (Tenderer)

.....

(Signature of the Tenderer)

.....

.....

.....

(Name in Block letters)

.....

.....

(Designation)

Address.....

Telephone No. .....

PART-IV—ITEM WITH RATES FOR WHICH TENDER IS ACCEPTED

Item No. (1)	Description of Paper (2)	Quantity required (3)	Rate per M.T. Rs. (4)	Cost of the item (5)

Total value of contract Rs. .....

Dated the.....20

.....

Signature of the successful Tenderer (s)

Name in Block Letters.....

Address.....

Telephone No. .....

Dated the.....20

.....

Signature of Competent Authority

PART V—FORM OF CONTRACT

I/We.....hereby declare that I/We under the contract to supply the Printing Paper, as mentioned in Part IV enclosed and shall abide by all the terms mentioned in the Tender Form and conditions of contract laid hereunder :—

Conditions of Contract

1. This contract is for the period from 1st April..... to 31st March.....or 12 months from the date of commencement of Agreement, for supply of articles mentioned in Part IV enclosed. Director, Printing and Stationery will have power to extend the period of agreement.

2. Security Deposit.—(a) The successful tenderer (hereinafter called the contractor, which expression shall include, where the context so admits, his heirs, executors and successors) shall, within two weeks of the receipt by him of the intimation in writing that his tender has been accepted in part or whole, deposit with the Director, Govt. Printing and Stationery, Chhattisgarh, Raipur (hereinafter Called the competent authority, which expression shall, where the context so admits, include his successors in office), as security for the due performance of the contract, a sum, amounting to five percent of the aggregate price payable under this contract for the articles agreed to be purchased less the amount of Rs..... already deposited with the tender as Tender Deposit in any one of the forms given in clause 13 of the terms of Tender (Part II),

(b) In the event depreciation in the value of the security deposit as result of forfeiture, the contractor shall within seven days of the receipt by him of a notice in that behalf make up the deficiency.

(c) The security deposit shall be refunded only after the satisfactory execution of supply orders completely, retaining out of it the amount of Tender Deposit, which shall be refunded after the termination of the contract period on the competent authority certifying that the contract has been completely and duly performed, and that no claim is enforceable there under against the contractor.

3. Assignment.—The contractor **shall not assign or sublet or transfer by way of task or piece work** this contract or any part thereof or **any right to payment thereunder or associate any other person or persons** with himself for the performance thereof.

4. Supply.—(a) The contractor shall supply store delivery to Govt. Press at Naya Raipur, Rajnandgaon, such quantities of the Printing Papers and within such period as specified in the supply orders issued to him in that behalf by the competent authority from time to time. The competent authority will be at liberty to place supply orders in one lot or in part as and when necessary and **reduce or increase the total quantity to be** supplied under this contract as mentioned in Part IV by or up to such quantity or number not exceeding twenty five percent of the aggregate quantity, as he may deem fit. Supply orders marked **"Urgent"** shall be supplied completely within a fortnight by the contractor from the date of receipt of such orders. The total supply must be made so as to reach the Government Press by the date mentioned on the supply order at the latest.

(b) The competent authority shall not be bound to accept any paper supplied in excess of the quantity mentioned in supply orders or in damaged, broken or unserviceable condition or not as per the approved sample and upon rejection of such articles the contractor shall be bound to remove the same at his own cost within seven days of the receipt of a notice in that behalf.

(c) In the event of any short delivery or delivery of damaged, broken or unserviceable articles or not of approved sample and quality as to which the certificate of the competent authority shall be final, conclusive and binding on the contractor who shall make up the deficiency by replacing the said articles by undamaged, unbroken or serviceable articles or not of approved sample and quality within seven days of the receipt by him of such certificate.

(d) Printing Papers supplied by the contractor under this contract shall be in original packings of the manufacturers and must conform to the specifications in the Schedules hereto appended and must correspond to the samples approved out of those furnished by the contractor with his tender. The competent authority shall reject any article or the whole lot of papers not conforming with the specifications or approved samples and the contractor shall be bound to remove at his own cost all such papers and to replace them within seven days of the receipt by him of the certificate of rejection, by papers, of the required specifications or corresponding with approved samples, as the case may be. The competent authority, if deemed necessary, shall accept such papers under special circumstances on reducing the price reasonably at his own discretion. His decision in such, as well as in rejection cases, shall be final, conclusive and binding on the contractor.

(e) If the contractor fails to make supplies within the time specified in supply order or to make up the deficiency demanded, or to replace rejected papers, the competent authority may, at the cost and risk of the contractor, purchase the said papers from any other source on due notice to the contractor, and require payment by the contractor of any extra cost incurred in making such purchase over the contract price or deduct the same from any sum payable to the contractor hereunder or from his security and tender deposits.

(f) If the contractor fails to remove the rejected papers, the competent authority shall return them at contractor's own cost and risk to his last known address and deduct the expense incurred therefor from any of the sums payable to the contractor hereunder or from his security and tender deposits. The competent authority shall not be liable for any deficiency in, or damage to, the rejected papers, occasioned or occurring while they remain in or under his possession or control, or in transit to the contractor.

5. **Payment.**—(a) No separate payment shall be made for packing and gunny bags nor shall they be returned.

(b) Payment in general will ordinarily be made within a month on production of Sales Tax/GST and Excise duty Certificates in the **proforma** prescribed by the Director, Government Printing and Stationery, Chhattisgarh, Raipur along with the bill by the supplier to the consignee concerned. (See also clause 24 of terms of Tender on page 8 relating to this tender).

(D) C.G. VAT/State GST shall be deducted at source wherever applicable any exemption will be given only on the directive of C.G. Commercial Tax Department authorities and the same will have to be obtained by the supplier.

6. Penalty.—Upon the breach by the contractor at any time of any of the terms of tender or the conditions of this contract, it shall be lawful on the part of the competent authority to forfeit the security and the tender deposits wholly or partially or to impose such penalty as he may deem fit and recover the same from the security and the tender deposits and may cancel the contract, but without prejudice to the right of the Governor to recover further sum as damages from any sums due to the contractor or otherwise. Any sum falling due hereunder shall be recoverable as an arrear of Land Revenue. Penalty for non-supply by the scheduled date will be @ 1/2% per week for the first four weeks and @ 1 % per week thereafter subject to a ceiling of 15% on the cost of unsupplied goods.

7. **Arbitration.**—If any dispute arises between the parties, hereto in respect of this contract, or any of the provisions herein contained, or any matter in relation thereto except in respect of matters hereunder declared to be conclusive, every such dispute shall be referred to the Stationery Purchase Committee of the Government, Chhattisgarh, Raipur for arbitration, whose decision thereon shall be final, conclusive and binding on the parties.

8. This agreement shall be deemed to have been executed at **Naya Raipur** and subject to the laws in force in Chhattisgarh State and no suit for any claim arising under this agreement shall lie outside Raipur.

Dated the.....20

.....

Witnesses—

* Signature of the successful Tenderer

Name in Block Letters.....

Address.....

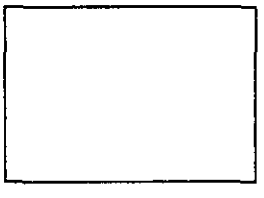
Telephone No. .....

(1).....

.....

(2).....

.....



.....

Signature of the Competent Authority

(Space for adhesive stamp worth Rs. 10.00)

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR,
NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....
Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
1.	**White Offset printing paper 70 GSM** Minimum technical specification required as per IS 1848/2007 with Latest Amendment. **(i) In Reel 70 GSM** Core inside Diameter 75 mm. No. of Joints in a reel not more than two joints. Reel should be free from cuts at the edges and uniformly wind across the Web. The core ends shall be protected by inserting well feetings wooden pulugs at both ends. (Paper required for High Speed Web Offset Printing Machine)			Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....
Signature and Seal of the Tenderer (ii)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any) (Rate shall be common for all destination)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
	(ii) Size 59.4 cm. width approximate weight of the Reel 200 Kg. to 250 Kg± 5% per Reel. **Paper should contain Virgin pulp made of Wood in integrated pulping Plant**	M. T.	260	Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....
Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
2.	**Maplitho paper white High Bright) made from 100% Wood Pulp (whitness not less than 90%) in Reel 59.4 c.m. width** 80 gsm Minimum technical specification required Paper IS 1848/2007 with latest amendment. Core inside diameter 75 mm. No. of Joints in a reel not more than two joints. Reel should be free from cuts at the edges and uniformly wind across the Web. The core ends shall be protected by inserting well feetings wooden pulugs at both ends. **Paper should contain Virgin pulp made of Wood in integrated pulping Plant**	**M. T.**	**30**	Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)

Office of the

DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....

Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
					Rs. P.			Rs. P.			(a)	(b)
3.	**Craft paper 80 gsm.** Minimum technical specification required as per IS 1397/1990 with latest amendment. Paper Size 59.4 c.m. Reel **(i) In Reel 80 GSM** Core inside Diameter 75 mm. No. of Joints in a reel not more than two joints. Reel should be free from cuts at the edges and uniformly wind across the Web. The core ends shall be protected by inserting well feetings wooden pulugs at both ends.	**M. T.**	**20**	Raipur / Rajnandgaon								

DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NEW RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties anc other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
					Rs. P.			Rs. P.			(a)	(b)
4.	**Cover Manila 170 gsm.** Minimum technical Specification required as per IS 6953/1973 with Latest Amendment. Paper size 59.4 x 84.1 c.m. in Sheet. (each Packet of 250 shee **Green**. Color Sample can be seen in office. Paper should contain Virgin Pulp of wood only.	**M.T.**	**5**	Raipur / Rajnandgaon								

OFFICE OF THE
DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NEW RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....
Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties anc other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
5.	**Colour Offset printing paper 75 GSM** Minimum technical specification required as per IS 1848/1991 with Latest Amendment. A- 59.4 c.m. in Reel. (i) Pink **(i) In Reel 70 GSM** Core inside Diameter 75 mm. No. of Joints in a reel not more than two joints. Reel should be free from cuts at the edges and uniformly wind across the Web. The core ends shall be protected by inserting well feetings wooden pulugs at both ends. Paper should contain Virgin Pulp of wood.	M. T.	15		Rs. P.			Rs. P.			(a)	(b)

OFFICE OF THE

DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....

Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
6.	**Art paper, in Sheet 220 GSM** 58.5×91 cm. IS 4658/1998 (RA 2008) with latest amendment. **Both side glazed with high gloss.**	**M.T.**	**1**	Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)

OFFICE OF THE

DIRECTOR, PRINTING AND STATIONERY, INDIRAVATI BHAWAN, BLOCK-1, SECOND FLOOR, NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

.....

Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
7.	**Photo copier paper,** A/3 size 297×420 mm. (each ream of 500 sheets) of 80 gsm. IS 1490/1997 with latest amendment. **Paper should contantVirgin pulp of wood made in integrated pulping Plant.**	**Ream**	**1000**	Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)

[redacted], INDRAVATI BHAWAN, BLOCK-1, SECOND FLOOR,
NAYA RAIPUR, CHHATTISHGARH

(Twenty sample sheets of each item are required failing which rates will not be considered)

Signature and Seal of the Tenderer (i)

Rates and other information regarding Tender (2017-2018)

Itme No.	Description of papers	Unit M.T.	Approximate quantity required (in M. T.)	destination	Rate (Excluding sales tax, excise, central GST and other taxes if any)	Rate of Sales tax excise/state GST with amount if to be charged Rate Amount %	Other Charges (to be named) if to be charged Rate Amount.	Total Rate (Inclusive of all taxes, duties and other charges)	No. of sample submitted	Approx. delivery period required	(a) Full Name and address of the manufacturing unit (b) Is it self owned	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)	(12)	(13)	
8.	**Straw Board Yellow,** in Sheet size 65.7× 77 cm 32 Oz/91DKG IS 2617/1967 with latest amendment.	**M.T.**	**1**	Raipur / Rajnandgaon	Rs. P.			Rs. P.			(a)	(b)