

**DIRECTORATE OF
STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING (SCERT)
MIZORAM: AIZAWL**

www.scert.mizoram.gov.in

Ph: 0389-2347790 (O) Fax: 2306709

No. A.33024/43/2012-DTE (SCERT)

23rdSeptember, 2016

TENDER NOTICE

Sealed Tenders are invited from bonafide reputed offset printers (sheet offset/web offset) for printing of textbooks as per terms and conditions laid down for the academic session 2017 – 18. Tender(s) will be received by the Director State Council of Educational Research and Training (SCERT), Chaltlang, Aizawl on or before **17th October 2016 upto 12:00 noon** and opened at **1:00 pm** on the same day. The form may be collected from the office of the Director, SCERT, Mizoram during office hours on working days and may also be downloaded from the website www.scert.mizoram.gov.in. Pre- Bid Meeting with the tenderers/ bidders will be held on the 6th of October 2016 at 1:00PM in the Committee Room, SCERT.

sd/-LALDAWNGLIANI CHAWNGTHU

Director, SCERT
Mizoram, Aizawl.

Tender Schedule

Particulars	Particulars
Tender Reference	No. A.33024/43/2012-DTE (SCERT)
Date of issue of Notification	23 Sept, 2016
Date of Commencement	24 Sept, 2016
Pre- Bid Meeting with the tenderers/ bidders	6 October, 2016 1:00 PM
Date and Time for receipt of Bids	17 October, 2016 12 Noon
Date and time of Opening of Bids	17 October, 2016 1:00 PM
Place of Opening of Bids	Committee Room, SCERT, Mizoram, Aizawl

TERMS AND CONDITIONS

I. General

The following terms and conditions are binding and shall strictly be adhered to:

1. Envelope addressed to the Director of SCERT, Mizoram should bear the inscription **“Quotation for Printing of Textbooks for 2017-2018”**
2. The quotation should be type written, stamped and dated. Corrections, if any, should be initialled, stamped and dated.
3. **‘One tender - one group’** principle shall be observed.
4. Successful bidder(s) shall have to pay royalty to the Director, SCERT Mizoram calculated at the rate of 6% of the selling price of the total number of copies printed for the year 2017–2018.
5. Payment of royalty shall have to be remitted to the SCERT in Demand Draft drawn in favour of Director, SCERT Mizoram payable at any nationalised bank within Aizawl.
6. Validity of the tender shall be twelve (12) months from the date of issue of order for printing.
7. No tender received beyond the said last date and time shall be accepted by this office. Tenders received beyond the specific date and time by courier/speed post or registered post will be returned unopened to the senders.
8. The bidders should give index along with page marking of tender documents submitted.
9. Tenders will be **opened on 17th of October, 2016 at 1.00 pm** in the presence of the bidders or their authorized representatives if they so desire.
10. Tender(s) should be accompanied by
 - (a) An attested copy of MVAT tax clearance certificate – Form 38
 - (b) Copy of valid Central Sales Tax (CST), VAT Registration Certificate and Tax Clearance Certificate.
 - (c) Sample of paper to be used for inner and cover pages
 - (d) Court fee stamp worth Rs 20/- for non-tribals
 - (e) Experience Certificate/ Proof of reliability for the said purpose/Proof of financial soundness.
11. Any attempt of negotiation direct or indirect on the part of the bidder(s) with the authority to whom he has submitted the tender or authority who is competent finally to accept it after he has submitted his tender or any endeavour to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the tender liable to be excluded from consideration.

12. Rates must be quoted both in figures and in words (in multiples of 10 (ten) paise, if fraction of a rupee arises) and must be quoted inclusive of all cost and F.O.R Mizoram.
13. The accepted rate, **inclusive of transportation to destination and all taxes**, will stand valid for a period of one year from the date of acceptance and no price escalation will be permissible during the validity period.
14. The bidders should clearly indicate the location of their registered office.
15. **Variation in print order:** Each print order/number of pages may be increased/decreased by 20% but no extra plate making charges shall be allowed in case of increased quantity of number of copies/pages. The cost of printing will be allowed as per rates approved for each title. The extended orders shall be completed as per the time schedule given on the order. Reprint order to be delivered within 15 days.
16. **Printing of extra copies:** The printer/bidder will not print any extra copies without the permission of the SCERT, Mizoram. In case of any complaint in this regard, action may be initiated against the bidder under the copyright act.

II. Eligibility

1. Only professional printers or publishers approved/registered by Government of Mizoram or the Central Government, or any other state Government shall be eligible to submit the tender.
2. Bidders must submit attested photocopy of the certificate of approval/registration of competent authority with the tender documents.

III. Earnest Money:

(a) An **Earnest money of Rs 1,00,000 (Rupees One Lakh)** only for each group shall be deposited separately along with the Tender Form (List of groups is in the Annexure). Such earnest money should be deposited through Demand Draft duly pledged in favour of the **“Director SCERT, Mizoram”**. No Tender Bid will be considered for evaluation without earnest money.

(b) **The Earnest money may be forfeited on the following grounds:**

- i. If the successful bidders withdraw their tenders after acceptance of their tender by the Director, State Council of Educational Research and Training, Mizoram.
- ii. If successful bidder(s) fail to sign the Agreement or fail to execute/start the works according to stipulated time schedule.
- iii. If any printer fails to supply specimen copies of each title.

(c) The earnest money of the successful bidders will remain deposited till the completion of the work and sum of earnest money deposited will be adjusted during final payment towards the completed work. The earnest money of bidders who are not eligible will be released within 2 (two) months.

IV. Performance Security:

The successful bidder(s) will have to deposit performance security at the rate of 5% of the total work awarded within 7 clear calendar days from the date of the award of the contract. The performance security will be released only after the successful completion and final payment of the job.

V. Time of Completion of the work:

The job shall have to be performed/completed by the successful bidder(s) strictly in accordance with the specification and the rates approved and accepted by the SCERT and printing of books should be completed within the specified time i.e. **within 60 days** from the date of the receipt of work order from the SCERT. The bidders shall not assign or sublet the contract or part thereof. They shall take every care to see that the work or any part thereof does not fall into the unauthorized hands.

VI. Approval:

- (a) The successful bidder will be given manuscript and soft copy developed by SCERT, Mizoram to print. The bidder shall take all necessary actions to prepare the dummy books after checking the 1st and 2nd proof reading done by printers themselves.
- (b) Before printing, final proof of the text books and newly printed two dummy books shall be approved by a Committee authorized by the Director of the SCERT, Mizoram. And if found necessary, the Committee shall have the authority to recommend further change thereof, which shall be complied with by the bidder/printer.

VII. Specimen Copies:

The printers should supply **100 (one hundred) copies** of each title to the SCERT, Mizoram free of cost as **“SPECIMEN COPY”** and to be marked “Specimen Copy” in all the copies.

VIII. The SCERT reserves the right to impose further terms and conditions which shall be binding upon the bidders, if necessary. The works may be assigned/distributed amongst the successful bidders equally/partly, if necessary, by the SCERT for speedy completion of the works.

IX. Incomplete Tenders in any form shall be summarily rejected.

X. Power of acceptance/withdrawal of the tender:

The final acceptance of the tender would entirely vest with the Director, SCERT, Mizoram who reserves the right to accept or reject any or all tenders without assigning any reason whatsoever. There is no obligation on the Director, SCERT Mizoram to communicate in any way with the rejected bidder. After acceptance of the tender by the Director, SCERT Mizoram, the bidder shall have no right to withdraw the tender or claim higher price.

XI. Printing Firms may be visited by the authorized experts at any time for verifications, progress of works and quality control for printing, paper, etc.

XII. The books will be printed for one academic year, i.e, for 2017-2018 only and the copies of the book should be chronologically numbered on the back cover page.

XIII. The soft copy (C.D.) and the hard copy (original Manuscripts) to be made for printing of books will be used for one year and these original/corrected **C.Ds & manuscripts shall have to be handed over to the SCERT after completion of print.**

XIV. The printers shall not assign or sublet the contract or any part thereof. The work must be done at the registered premises of the printers. They shall take every care to see that the work or any part thereof does not fall into unauthorized hand.

XV. Penalty Clause: The department will be at liberty to impose the following penalty:-

(a) If the Printing Agency fails to supply the printed text books within the stipulated date, a penalty upto Rs.20,000/- per day will be imposed.

(b) Penalty amounting upto 15% of the face value of the total assigned work will be deducted if the printing agency fails to maintain printing & binding quality and standard of papers.

(c) The printing agency found defaulter under Penalty sub-clause **(a) and (b)** above will be considered unfit for participating for the tender process during the succeeding 3(three) years.

XVI. Quality checking:

No compromise will be entertained in respect of quality of printing i.e. specified quality of papers, ink used, binding etc. The concerned printers are requested to give special attention to that effect. SCERT, Mizoram will also take necessary

steps for verifying the quality of papers used as well as printing & binding of the text books.

XVII. Submission of paper purchasing document:

At the time of submitting bill(s) after completion of the printing job by the successful bidder(s) a copy of Invoice of purchasing paper of the specified quality from the paper mill/distributors should be attached with the bill(s).

XVIII. If, any successful bidder after getting the supply order fails to supply the Text books as per timing fixed by the authority, the contract may be terminated and the work may be entrusted to any other firm. Under such circumstances the EMD/Security deposit could be forfeited and if any extra cost is involved compared with earlier approved rate the same would be recovered from the printers/bidders.

XIX. Taxes and Duties:

The successful bidder(s) shall be entirely responsible for payment of all taxes, duties, license fees, road permits etc incurred in transportation of the textbooks to destination.

XX. If any dispute or difference arises between the successful bidder(s) (second party) and the SCERT, Mizoram (first party) relating to the terms and conditions of the tender, the matter will be referred to a sole arbitrator appointed by the Secretary, School Education Department, Mizoram (first party) and the award given by the sole arbitrator will be final and binding on both the parties.

The undersigned is not bound to accept the lowest or any other tender and reserves the right to accept the tender in whole or in part or reject it entirely without assigning any reasons.

sd/-Director
SCERT, Mizoram

ANNEXURE -A**1. TECHNICAL SPECIFICATIONS OF THE TEXTBOOKS****GROUP - I**

SI No	Name of the Title	Class	Pages (approx)	Paper Size	Colour of Cover / Inner page	Unit Cost	Tentative Copies
1	Kumtluang 1	I	140	Demy ¼	Four colour	55.00	29000
2	Marigold 1	I	136	Demy ¼	Four colour	55.00	34000
3	Math Magic1 (Eng)	I	170	Demy ¼	Four colour	55.00	8000
4	Math Magic1(Mz)	I	170	Demy ¼	Four colour	55.00	16100
5	Honeycomb	VII	164	Crown quarto	Two colour	55.00	30700
6	A Pact with the sun	VI	59	Crown quarto	Two colour	33.00	30900
7	Science	VII	239	Demy ¼	Two colour	55.00	30700
8	Kumtluang 8	VIII	175	Demy ¼	Two colour	55.00	30200
9	Our Pasts – III Part – II (History)	VIII	108	Demy ¼	Two colour	55.00	30200
10	Hawi vel ila 3	III	156	Demy ¼	Four colour	55.00	10200
11	Jyotirmay 4	IV	63	Demy ¼	Four colour	30.00	29200
12	Looking Around 5	V	200	Demy ¼	Four colour	55.00	19800

GROUP - II

SI No	Name of the Title	Class	Pages (approx)	Paper Size	Colour of Cover / Inner page	Unit Cost	Tentative Copies
1	Kumtluang 2	II	118	Demy ¼	Four colour	55.00	32700
2	Marigold 2	II	191	Demy ¼	Four colour	55.00	33800
3	Math Magic 2 (Eng)	II	140	Demy ¼	Four colour	55.00	20700
4	Math Magic 2 (Mz)	II	140	Demy ¼	Four colour	55.00	12500
5	Honey Dew	VIII	152	Crown quarto	Two colour	55.00	30200
6	An Alien Hand	VII	82	Crown quarto	Two colour	38.50	30700
7	Science	VIII	269	Demy ¼	Two colour	55.00	30200
8	Kumtluang 7	VII	159	Demy ¼	Two colour	55.00	30700
9	Resource & Development	VIII	88	Demy ¼	Two colour	55.00	30200
10	Hawi vel ila 4	IV	210	Demy ¼	Four colour	55.00	10000
11	Jyotirmay 3	III	53	Demy ¼	Four colour	28.00	29500
12	Jyotirmay 6	VI	93	Crown quarto	Two colour	49.00	30900

GROUP - III

SI No	Name of the Title	Class	Pages (approx)	Paper Size	Colour of Cover / Inner page	Unit Cost	Tentative Copies
1	Kumtluang 3	III	133	Demy ¼	Four colour	55.00	29700
2	Marigold 3	III	122	Demy ¼	Four colour	55.00	30100
3	Math Magic 3 (Eng)	III	209	Demy ¼	Four colour	55.00	19500
4	Math Magic 3 (Mz)	III	209	Demy ¼	Four colour	55.00	10000
5	Honey Suckle	VI	148	Crown quarto	Two colour	55.00	30900
6	It so happened	VIII	96	Crown quarto	Two colour	49.50	30200
7	Mathematics	VIII	280	Demy ¼	Two colour	55.00	30200
8	Kumtluang 6	VI	154	Demy ¼	Two colour	55.00	30900
9	Social & Political Life- I	VI	95	Demy ¼	Two colour	55.00	30900
10	Hawi vel ila 5	V	200	Demy ¼	Four colour	55.00	9900
11	Jyotirmay 5	V	70	Demy ¼	Four colour	32.00	28600

GROUP - IV

SI No	Name of the Title	Class	Pages (approx)	Paper Size	Colour of Cover / Inner page	Unit Cost	Tentative Copies
1	Kumtluang 4	IV	120	Demy ¼	Four colour	55.00	28600
2	Marigold 4	IV	192	Demy ¼	Four colour	55.00	29900
3	Math Magic 4 (Eng)	IV	180	Demy ¼	Four colour	55.00	19600
4	Math Magic 4 (Mz)	IV	180	Demy ¼	Four colour	55.00	9900
5	Our Pasts – I	VI	147	Demy ¼	Two colour	55.00	30900
6	Our Pasts – II	VII	170	Demy ¼	Two colour	55.00	30700
7	Our Pasts – III Part-I	VIII	90	Demy ¼	Two colour	55.00	30200
8	Mathematics	VI	324	Demy ¼	Two colour	55.00	30900
9	Science	VI	169	Demy ¼	Two colour	55.00	30900
10	Looking Around 3	III	156	Demy ¼	Four colour	55.00	19500
11	Jyotirmay 7	VII	77	Crown quarto	Two colour	38.00	30700

GROUP - V

SI No	Name of the Title	Class	Pages (approx)	Paper Size	Colour of Cover / Inner page	Unit Cost	Tentative Copies
1	Kumtluang 5	V	158	Demy ¼	Four colour	55.00	28100
2	Marigold 5	V	196	Demy ¼	Four colour	55.00	29000
3	MathMagic5 (Eng)	V	196	Demy ¼	Four colour	55.00	19500
4	Math Magic5 (Mz)	V	196	Demy ¼	Four colour	55.00	9100
5	Social & Political Life-III	VIII	148	Demy ¼	Two colour	55.00	30200
6	Our Environment	VII	91	Demy ¼	Two colour	55.00	30700
7	Mathematics	VII	316	Demy ¼	Two colour	55.00	30700
8	Social & Political Life- II	VII	134	Demy ¼	Two colour	55.00	30700
9	The Earth : Our Habitat	VI	78	Demy ¼	Two colour	55.00	30900
10	Looking Around 4	IV	210	Demy ¼	Four colour	55.00	20100
11	Jyotirmay 8	VIII	80	Crown quarto	Two colour	38.00	30200

- Note-1 :-** Number of copies mentioned above are subject to change. It may increase or decrease on actual requirement.
- Note-2 :-** Increase in number of copies mentioned above should be printed at the same rate accepted by the SCERT, Mizoram in case of necessity.
- Note-3 :-** All instructions embodied in the tender notice along with the terms and conditions herein mentioned shall be binding on the bidders.
- Note-4 :-** The unit cost of each title in the Groups are as per the NCERT norms

II. Specification of the books:

- (i) **Script** : English, Hindi
- (ii) **Language** : English, Mizo and Hindi
- (iii) **Paper Size** : Demy 1/4th size, Crown Quarto
- (iv) **Font Type** : (a) 18 pt. type for the Books of Classes I and II
(b) 16 pt. type for the Books of Classes III
(c) 14 pt. type for the Books of Classes IV& V
(d) 14 pt. type for the Books of Classes VI, VII & VIII
- (iv) **Printing paper** : (a) Inner pages – Virgin Pulp 80 GSM Maplitho
(b) Cover page – 220 GSM (Maplitho); Matte finish
- (v) **Colour** : Two/Four-colour for both inner and cover page

III. Ink:

- a. Ink used for printing must be of high quality so that the printed matters are neat, clean and lustrous
- b. Ink should have good drying quality and avoid “show through”
- c. There should be uniform/even ink throughout the book without patches of over/under inking and fluff traces/ spots.

IV. Binding:

- a. Up to 120 pages -Saddle stitch with non rusting wire at two places with cover taken in to stitches.
- b. Beyond 120 pages - Perfect binding. Glue used in perfect binding should be fresh and of a high standard in quality and weather resistant.

V. Plate Making:

Printers must have Full-fledged Plate making Unit

VI. Printing Quality:

- (a) Printing shall be good, having uniform inking of sufficient colour
- (b) There shall be no aberration of colour, wherever colour printing is done. In other words colour registration shall be flawless.
- (c) The texts shall be strong, legible and readable
- (d) The printed illustrations shall be clearly well defined
- (e) The prints shall be free from defects like offsetting, smudging, tilting, misregister, scumming, slur, ragged print, light & dark shades etc.
- (f) The text book should be in conformity with the approved dummy.

FORM OF BID

From

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To

Date _____

The Director

State Council of Educational Research and Training

Chaltlang, Aizawl

Mizoram, PIN:- 796012

Subject:- Printing of Text Books for the Academic Session 2017-18

Dear Madam,

I / We

..... having carefully examined the terms and conditions laid down in the Notice Inviting Tender bearing No. dated, I / we am / are submitting herewith my / our bid for printing of Text books. My / our rate for printing of Text Books for Classes I to IV are quoted as follows:

Sl. No.	Name of Group	Rate offered (inclusive of all costs and F.O.R Mizoram)	
		In figure	In words

1. I / We have carefully read the terms and conditions laid down for the Bid and the contract and in case my /our rates are approved and work is allotted to me / us, I / We hereby agree to abide by all of them. The conditions attached to the bid form have been signed by me / us in token of acceptance.
2. I / We also agree to carry out faithfully, all other instructions from you which are not contrary to any of the terms and conditions of the contract, or which do not put me / us to any additional financial burden beyond what is implied by the terms of the contract.
3. I / We agree to commence the works on receipt of Work Order in accordance with the terms and conditions of the contract.

4. This Bid and your written acceptance of it shall constitute a binding Contract between us. I / We understand that you are not bound to accept the lowest or any Bid you receive.
5. I / We further agree to execute, after the acceptance of the tender an agreement on non - judicial paper of Rs. 20/- (Rupees twenty) only with the Director of State Council of Educational Research and Training and to abide by all the terms and conditions of the Agreement and of the Notice Inviting Tender.
6. The following Demand Drafts in favour of the Director, SCERT, Chaltlang, Aizawl - 796012 are attached herewith.

Sl.No.	Demand Draft No.	Date	Amount

Yours faithfully,

Signature (with Seal) : _____

Name (In capital letters) : _____

Name of Bidder: _____

Address: _____

Encl:- As stated above :

- 1.
- 2.