

**Section-III**

**AJMER VIDYUT VITRAN NIGAM LIMITED**  
 Corporate Identification Number (CIN) – U40109RJ2000SGC016482  
 Regd. Off. Vidyut Bhawan, Makarwali Road, Panchsheel Nagar, Ajmer 305 004.  
 TEL. 0145-2644529 FAX 0145-2644542. email- [semmavvn@gmail.com](mailto:semmavvn@gmail.com). Website – [www.avvnl.com](http://www.avvnl.com)

**SPECIFICATION NO: AVVNL/SE (MM)/TN-1132 FOR AWARD OF RATE CONTRACT FOR  
 PRINTING OF STATIONARY WITHOUT PAPER & ALLIED WORKS**

Last Date & time for submitting of tenders	08.08.2017 up to 05.00 PM
Date of opening of tenders	09.08.2017 at 3.00 PM
Cost of Specification	Rs. 2950.00 (Rs. Two Thousand Five Hundred only)
Validity	120 days from the next date of opening of Techno commercial bid.
Earnest Money	Rs. 1,00,000/- (Rs. One Lac Only) / Exemption Certificate / Vendor Registration of Class “E” Category.
TENDERING QUANTITY	LS quantity of Various type of Printing & Allied works
CONTACT PERSON (AUTHORISED BID SIGNATORY)	Superintending Engineer (MM), AVVNL, Ajmer
CORRESPONDENCE ADDRESS:	Makarwali Road, Panchsheel Nagar, Ajmer
MOBILE NO.	9414004258
TELEPHONE & FAX Nos.:	0145-2644529 / 0145-2644542
WEBSITE & E-MAIL:	Web: <a href="http://www.avvnl.com">www.avvnl.com</a>

Address of RISL:-

Raj Comp Info Services Limited (RISL)

1<sup>st</sup> Floor, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan)

Phone: 0141- 5103902, 4031900 Fax: 0141-2228701

Web: <http://risl.rajasthan.gov.in>, Email: [info.risl@rajasthan.gov.in](mailto:info.risl@rajasthan.gov.in)

**Note: The bidders in their own interest are advised to go through the complete specification carefully.**

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## SECTION- III

### TECHNICAL SPECIFICATION FOR RATE CONTRACT OF PRINTING AND ALLIED WORKS UNDER TN-1132

#### 1.01 SCOPE:

The specification covers rate contract for a period of two year for printing of various types of Performa, Forms, Registers, Books (without paper) and allied work for Ajmer Discom.

#### 1.02 SCHEDULE OF TECHNICAL SPECIFICATION:

The printing & allied work shall be carried out in accordance with the following standard / conditions:

1. Rate schedule for rate contract of printing (without paper) & allied work covers the Composing, Scanning, Processing, Planning, Cutting, Folding various type of Printing, Binding, Pin Stitching, Numbering, Creasing, Pasting, Lamination & other work. The detail of rate schedule enclosed as Annexure-A (page 1 to 4) with the specification.
2. The required paper shall be provided by the Nigam as per the Work Order.
3. Soft copy of final matter to be printed shall be given by the firm in Compact Disc (CD) to the order placing authority. Compact Disc (CD) shall be arranged by the firm.

#### 1.03 SCHEDULE OF REQUIREMENT:

The different types of Performa, forms, registers, ledgers, books, matters etc are required to be printed as per the Nigam requirement.

#### 1.04 TRANSPORTATION:

The to and fro transportation of the required material for printing & allied works shall be arranged by the Contractor.

#### 1.05 WASTAGE:

Required wastages of paper shall be @ 2% for first thousand impressions or part thereof and @ 1% for next thousand impressions or part thereof (wastage per color) be mentioned in the price bid Annexure- "A" item No.26.

#### 1.06 SUPPLY OF PAPER:

The Nigam will place Work Order for printing of various items. The paper will be provided by the Nigam. **If the Nigam place Work Order for printing of various items with paper. The cost of paper as per prevailing Mill Rate shall be payable or AVVNL TN-1063 Finalized rate which are lower.**

**The tenderers shall give their consent that they shall use paper for printing works, as decided later on according to work and mentioned in the work order, from any one of the following mills and the cost of paper as per prevailing mill rate and availability shall be acceptable to them:**

**HPCL, Orient, Sirpur, Ballarpur, Century, Andhra Paper Mills, Star, West Cost, ABC, Shreansh, Madhya Bharat, Magnum, Shiva Paper Mills, Mohit Paper Mills, Shree Shyam, Simplex, Shree Bhawani etc.**

**The quotation on Mill Rate Price (with proof of Mill Rates) shall be furnished by the firm.**

During inspection if quality of paper used is found inferior than as prescribed in work order, the entire printed material shall be rejected.

**1.07 DEPARTURE FROM SPECIFICATION:**

Should the tenderer wish to depart from the specification in any respect, he should clearly state such departures indicating the reasons there of, unless this is done, the departmental specification will hold good and shall be binding on the supplier unless the departures have been approved in writing by the purchaser.

**1.08 PRICE:**

The quoted rate contract price shall remain **firm** during the contract period. Initially the contract period shall be for two year and may be further extended on mutual consent.

**1.09 TENDERS:**

Tenderer shall furnish complete particulars of the rates offered by them in regard to this specification and submit the same with their tender in single copy. Failure to do so or any incomplete entry therein may prevent a tender from being consideration.

**1.10 GENERAL:**

The tenders received without complete details required as per enclosed forms / schedules are liable to be rejected.

**SCHEDULE –II****LIST OF PAST RATE CONTRACT FOR PRINTING & ALLIED WORKS AND WORK ORDERS IN HAND**

The tenderers shall state under this schedule whether Rate Contract for Printing & Allied Works offered in the tender have been previously awarded to him by erstwhile RSEB or Jodhpur / Jaipur / Ajmer Discom or any other Organization / Government Department. A list shall be given of such rate contract orders executed by him together with information regarding the names of organizations & period of contract. This list should be in form given below.

S. N.	Name of department to whom printing & allied works services provided	Rate Contract order no. & date	Period of Rate Contract	Remarks

Signature of Tenderer &amp; Seal

**SCHEDULE –III****DEPARTURE / DEVIATION FROM TECHNICAL SPECIFICATION**

The tenderer shall state under this Schedule all the departure / deviations from the Schedule- III / section-III of this specification as under: -

S. No.	Departure / Deviation from Technical Specification and justification

Certified that we agree to all technical specification of the NIT except for the departure / deviation to the extent above.

Signature of Tenderer & Seal

**SCHEDULE – IV****DEPARTURE / DEVIATION FROM COMMERCIAL TERMS & CONDITIONS OF  
THE SPECIFICATION**

The tenderer shall state under the Schedule the departure / deviation from the Specification in respect of commercial terms and conditions: -

S. No.	Departure / Deviation from Specification

Certified that we agree to all commercial terms and conditions as laid down in General conditions of contract to the specification except for the departure / deviations to the extent indicated above.

Signature of Tenderer & Seal

## **SCHEDULE –V**

### **List of Equipment and Technical hand available with the firm**

The tenderer is required to furnish the following information, as enclosures with the tender.

Name and address of Contractor: \_\_\_\_\_

Place and address of works \_\_\_\_\_

1. List of equipments available for executing of work.
  
  
  
  
  
  
  
  
  
  
2. Date of starting of organization
  
  
  
  
  
  
  
  
  
  
3. Capacity of organization.
  
  
  
  
  
  
  
  
  
  
4. Details of technical hand available for work order.

**Note:** -We agree for inspection of premises/verification of documents by the representative of Nigam if required.

**Signature of Tenderer & Seals**



**SCHEDULE –VI**

**AJMER VIDYUT VITRAN NIGAM LIMITED**  
 Corporate Identification Number (CIN) – U40109RJ2000SGC016482  
 Regd. Off. Vidyut Bhawan, Makarwali Road, Panchsheel Nagar, Ajmer 305 004.  
 TEL. 0145-2644529 FAX 0145-2644542. email- [semmavvnl@gmail.com](mailto:semmavvnl@gmail.com). Website – [www.avvnl.com](http://www.avvnl.com)

**Two Part Bid****GENERAL PARTICULARS ABOUT THE TENDER IN BRIEF**

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MOBILE NO.	9414004258
TELEPHONE & FAX Nos.:	0145-2644529 / 0145-2644542
WEBSITE & E-MAIL:	Web: <a href="http://www.avvnl.com">www.avvnl.com</a>

**NOTE :** The bidders, in their own interest are requested to read very carefully Section-I (Instruction to Bidders), Section-II (General Condition of Contract) & Section-III (Technical Specification) before filling the bid. The Bid documents be downloaded from AVVNL website [www.avvnl.com](http://www.avvnl.com). No hard copy of the bidding documents will be provided to the bidders through this office. In case of any discrepancy found in the bidding documents downloaded from the website and appended with the bid (as a bid document) and the original copy of such document available in the office of Superintending Engineer (MM), Ajmer Discom, Ajmer then the copy available with Superintending Engineer (MM), Ajmer Discom, Ajmer will be considered as final document for all purposes. The cost of Bid document as published in NIT shall be furnished along with downloaded bid document in the manner prescribed in bid document.

1. Furnishing of Proof of deposition of Cost of Bid Document, Earnest Money/ exemption certificate as per Clause 1.03 & 1.16 of Section-I (Instruction to Bidder) along with downloaded Bid Document is essential otherwise the “BID OFFER” will not be opened. However the bidders who get themselves registered\* with AVVNL as per Clause No. 1.5.3 of Section-II (General Condition of Contract) before submitting of bid documents

against this bid enquiry for supply of quoted items under appropriate category are not required to furnish Earnest Money Deposit. They shall furnish the proof of such valid registration with their bid. Cost of Bid Document shall be furnished in the form of Crossed Bank Draft / Bankers Cheque payable in the name of “Sr. A.O. (EA & Cash), AVVNL, AJMER”. EMD if required shall be furnished in accordance with Clause No. 1.03.1 of Section-I (Instruction to Bidders).

- 2 The central and state Government undertaking are exempted from furnishing of Earnest Money Deposit provided that they furnish certificate /documentary evidence in support of their being Govt. (Central/State) undertaking.
- 3 **Tenderer(s) shall quote rates for each activity separately, including of all type of expenses / taxes, if any, as per schedule of requirement and prices (Schedule- I) otherwise their offer is likely to be ignored. The prices quoted should be “FIRM”.**
- 4 Receipt for earnest money deposit or valid registration certificate or certificate that the tenderer is a Govt. undertaking/corporation/company shall necessarily accompany with sealed tender without which the tender shall be rejected.
- 5 **The tender offer shall be furnished in single part bid in the following manner:**
  - a. **First envelope containing proof of deposition of cost of Bid documents & EMD.** Name of item, bid no., time of bid submission, due date for opening of bid and the word ‘Envelope–I & Cost of bid documents and Earnest Money / Valid Registration Certificate under relevant class / A certificate of being a Rajasthan / Central Govt. undertaking’ should be clearly written on the front side of the envelope.
  - b. **Second envelope for techno-commercial bid.** Name of item, bid no., time of bid submission, due date for opening of bid and the word ‘Envelope – II & Techno-Commercial (Price) Bid’ should be clearly written on the front side of the envelope.
  - c. **Third envelope containing above two envelopes.** Name of item, bid no., time of bid submission and due date for opening of bid should be clearly written on the front side of the envelope. (All the above envelopes shall be duly sealed individually) and address to **“the Superintending Engineer (MM), Ajmer Vidyut Vitaran Nigam Limited, Vidyut Bhawan, Makarwali Road, Panchsheel Nagar, Ajmer 305 004”**

(PLEASE NOTE THAT BID RECEIVED AFTER SPECIFIED TIME ON DUE DATE OF OPENING WILL NOT BE ACCEPTED AND SUCH OFFERS SHALL BE IGNORED).  
(ALL THE ABOVE ENVELOPES SHALL BE DULY SEALED INDIVIDUALLY).
- 6 The tenderer(s) shall ensure that their tenders are furnished / submitted strictly in the manner detailed in the specification.
- 7 The tenders not accompanied with qualifying requirement as per Section- III, technical requirement indicated in the specification and other requirement given here under will be considered as incomplete offer and sufficient grounds for offer to be passed over.
  - (i) Capacity, capability and competency proofing documents.
  - (ii) Year wise past experience for last 3 years.
- (8) Technical deviation and commercial deviations, if any, shall invariably be mentioned in Schedule - III & IV “departure from specification” attached with this specification. Mentioning of such deviations elsewhere in the offer will not be considered as deviations.
- (9) Tenders without schedule I to VI shall be rejected.
- (10) Tenders shall be furnished in single copy.
- (11) Any cutting / over writing in the figures of the tender document should also be clarified / indicated in words duly signed.

- (12) AVVNL has the right to reject any offer on the basis of track record of poor performance in execution of previous order while evaluating the technical bid (Part-I).
- (13) AVVNL reserves the right to accept minor deviations in standard terms & conditions and also in technical specification (Schedule-III).
- (14) Deviation of any kind shall not be quoted in price bid, if found quoted, the same shall be ignored.

Tender No.	TN-1132
No. of paper in tender	13
Cost of tender	Rs. 2950/-
Date & time for receiving of tender :-	<b>08.08.2017 upto 5.00 P.M.</b>
Date & time for opening of tender :-	<b>09.08.2017 at 3.00 P.M.</b>

From :

**M/s.** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To :

The Superintending Engineer (MM),  
 Ajmer Vidyut Vitran Nigam Limited,  
 AJMER

Sub :- Tender No. 1132 due on Dt. 09.08.2017 for printing and other related Work.

**Dear Sirs,**

In reference to your tender notice due on 09.08.2017 for the Rate Contract for Printing and other related work as per schedule given in Schedule-I (attached). I / We the M/s. \_\_\_\_\_ hereby undertake to abide with the terms and conditions mentioned in the tender form Schedule-III and submit the required information as well in schedule and hereunder duly signed and sealed :-

- Name and Full Address of the firm. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- Factory / Shop Registration No. \_\_\_\_\_
- Telephone No.  
 a) Office \_\_\_\_\_  
 b) Residence \_\_\_\_\_  
 c) Mobile No. \_\_\_\_\_  
 d) email address \_\_\_\_\_
- Income Tax Account Number (PAN) No. \_\_\_\_\_  
 (Income Tax Clearance Certificate (Self attested copy be enclosed)  
 Latest and Valid)
- VAT/ TIN Number No. \_\_\_\_\_  
 (Sales Tax Clearance Certificate (Self attested copy  
 Latest and Valid). be enclosed).
- Number of Printing Machine. Offset Press \_\_\_\_\_  
 Screen Print \_\_\_\_\_  
 Multi Colour \_\_\_\_\_

- | 7.  | Details of Machine   | <b>Name</b> | <b>Size</b> |
|-----|--|-------------|-------------|
|     |  | 1.          |             |
|     |  | 2.          |             |
|     |  | 3.          |             |
|     |  | 4.          |             |
|     |  | 5.          |             |
| 8.  | Computer Facility  | Yes / No    |             |
| 9.  | Number of Workers  |             |             |
|     | a) Skilled   | _____       |             |
|     | b) Un-Skilled  | _____       |             |
| 10. | Cash receipt and Date of earnest<br>Money of Rs. _____<br>Deposited with Sr. A.O. (EA&Cash)<br>AVVNL, Ajmer  | No. _____   | Date _____  |
| 11. | Normal work or printing / composing etc.<br>of full form of each size which would be<br>given by a press per day. (20" X 30" /<br>20" X 26" / 18" X 22" / 16" X 26/ 17" X 27") or<br>equivalent size.            |             |             |
|     | (I) Composing Full form.   |             |             |
|     | (II) Processing of full form.  |             |             |
|     | (III) Printing of each size of form.   |             |             |
|     | (IV) Other work i.e. gathering folding<br>Cutting & binding etc.   |             |             |
| 12. | Schedule of Rates in Schedule-I and detailed terms and conditions of Tender for rate contract of printing and other related work etc. Schedule-III signed with Seal of firm on each paper are attached herewith. |             |             |
| 13. | Remarks if any   |             |             |

**Signature with Seal of tenderer**