



**THE ADMISSION COMMITTEE FOR PROFESSIONAL COURSES
GUJARAT STATE, INDIA**

L D College of Engineering Campus, Ahmedabad – 380 015

E-mail Address: info@jacpcldce.ac.in

Phone: (079) 26304118/26300360

Website: <http://www.jacpcldce.ac.in>

Fax: (079) 26304118

Tender Fee : Rs 2,500/-

EMD : Rs 2,00,000/-

Price Tender Form (PTF)

Name & Address of Bidder _____

(To be returned with the tender duly signed and stamped by tenderer)

Start Date of Online Submission of Tender : 26-02-2019 (11:00 hrs)

Prebid meeting with interested bidders : 11-03-2019 (15:00 hrs)

Last Date of Online Submission of Tender : 18-03-2019 (17:00 hrs)

Last Date of Physical Submission of Tender : 19-03-2019 (17:00 hrs)

Primary & Technical Bid Opening : 20-03-2019 (12:00 hrs)

Tender shall be valid up to : 120 days.

Category	Name of Item: Information Booklet for Admission in	Min. Quantity (Nos)
A	Degree Engineering,	80,000
B	Degree/Diploma Pharmacy	30,000
C	Certificate to Diploma	8,000
D	Diploma Engineering	80,000



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Details about printing of Information Booklet

Tender can be downloaded from website & filled up online

Date : 26-02-2019 to 18-03-2019 up to 17:00 hrs

1. Name of Job : Information Booklets for Four admissions:
 - 1) Degree Engineering
 - 2) Degree/Diploma Pharmacy
 - 3) Certificate to Diploma Engineering
 - 4) Diploma Engineering,
2. Language : English/Gujarati
3. Quantity : 1) Minimum as mentioned in Price Tender Form
2) Additional as may be decided as per requirement.
4. Size : 21 cms x 29.7 cms
5. No of Pages : 1) Title: 4 Pages – Printing in four colors.
2) Inside: Minimum 80 Actual. Inside pages will be different in different categories - Printing in two colors.
6. Paper : 1) Title Pages – 130 GSM Art Card (Matt Finished)
2) Inside pages – 65 GSM Map Litho Paper
(As per sample Copy-Admission year 2018 Information Booklet)
7. Binding : Center Two Stapled
8. Packing : 100 nos. of Booklets should be packed with PVC strip
9. Four Booklets as mentioned in the job shall be designed by the bidder with approval from ACPC/ACPDC. Printed matter will be provided by ACPC/ACPDC in MS Word and/or Excel format only.



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ON LINE e-TENDER NOTICE NO. 2019/001 TWO BID SYSTEMS

Online tenders are invited from the reputed and experienced printers for preparation and printing of Admission Information Booklets of various admissions as mention in PTF for Admission Committee for Professional Courses and Admission Committee for Professional Diploma Courses Ahmedabad. Interested parties (bidders) who wish to participate in online tender can download the tender documents from website www.nprocure.com. Bidders have to submit price bid in electronics format only till the last date & time for submission. **Commercial bid in physical form will not be accepted in any case.**

Submission of EMD, Tender fee, and other essential documents should be submitted in sealed cover marking title **“OFFER FOR PRINTING OF INFORMATION BOOKLET – due date is 18-03-2019”** on or before **19-03-2019 up to 17:00** hrs to the office of the Admission Committee for Professional Courses, First Floor, Admission Building, L.D. College of Engineering Campus, Navarangpura, Ahmadabad without fail.

Firms registered under small scale industries of Gujarat State along with C.S.P.O Gandhinagar/NSIC/DGS&D for particular item proposed for procurement by the purchaser will only be exempted from paying Earnest Money Deposit provided they submit the latest certified copy of the registration. Admission Committee for Professional Courses reserves all the right to reschedule, cancel or reject the tender without assigning any reasons. For more details visit us at website www.nprocure.com.

Tender No.	Item No	Item Description (Information Booklet for)	Minimum Qty (Nos)	Tender Fee (Rs.)	EMD (Rs)	Last Date of Online Submission	Online Primary & Technical Bid Opening
ACPC/INFOBOOKLET/ 2019/001	A	Degree Engineering,	80,000	2,500/-	2,00,000/-	18-03-2019 (17:00 Hrs)	20-03-2019 (12:00 Hrs)
	B	Degree/Diploma Pharmacy	30,000				
	C	Certificate to Diploma	8,000				
	D	Diploma Engineering	80,000				

Annexure: A

DETAILS OF TENDERER

1. Name of the Bidder : _____
2. Registered Office Address : _____

3. Working Place of the Press : _____

4. Year of Establishment : _____
5. Type of Firm - Ownership, Partnership, Pvt. Ltd. Or Ltd. Co. : _____
6. Name, telephone/Mobile No. & Email of Responsible person : _____
(O) : _____ (M) : _____
Email : _____
7. Details of Tender Fee : Name of Bank : _____
D.D. No : _____ Date : _____
Amount : Rs. _____
8. Details of E.M.D. : Name of Bank : _____
D.D. No : _____ Date : _____
Amount : Rs. _____
9. Total Annual Turnover for Last Three Financial Years (Enclose Certified Copies)

Year	Rs. In figures	Rs. In words
2015-16	Rs.	Rs.
2016-17	Rs.	Rs.
2017-18	Rs.	Rs.

10. Total Bldg. Area - With Press, Office & Storage space. Proof of ownership/ lease agreement to be attached : _____
11. Total no. of Staff : (a) Technically Skilled : _____
(b) Administrative : _____
(c) Semi-skilled : _____
(d) Security Staff : _____
12. Has the press its own security Arrangements? If Yes, of what Type? pl. give details : _____

13. Factory Act Registration No. (Registration letter) : _____
14. Permanent Account No. (Income Tax) (Enclose Certified PAN CARD) : _____
15. GST Registration No : _____

Note: For above details, attach separate sheet if required

Place:

Date:

Seal and Signature of Authorized person

Annexure : B

LIST OF OFFSET – PRINTING MACHINES

Details of Machine	Name of Machine and Year	Nos.	Production Capacity Per Day	Any Special Details
Single Color Sheet Offset				
Two Colors Sheet Offset				
Four Colors Sheet Offset				
Web Offset				

LIST OF BINDING MACHINERIES

Details of Machine	Name of Machine and Year	Nos.	Production Capacity Per Day	Any Special Details
Cutting Machines				
Wire Stitching Machines				
Folding Machines				
Perfect Binding Machines				
Strapping Machines				
Numbering Machines				

Note : For above details, attach separate sheet if required. This office representative may be visited to bidder's premises to verify the above mentioned details, if required.

Place:

Date:

Seal and Signature of Authorized person

Annexure : C

**COMMERCIAL BID
(to be submitted online only)**

Description	Total Quantity (Nos)	Rate per Booklet inclusive of all taxes with packing and FOR Destination (Rs)
<p>Information Booklet having:</p> <p>4 Title Pages to be printed in four colors on 130 GSM Art Card (Matt Finished) + 80 inside pages to be printed in two colors on 65 GSM Map Litho paper</p> <p>Size 21 cm x 29.7 cm; with center two stapled and bunching & packing of 100 Nos. qty each</p> <p>(As per sample Copy-Admission year 2018 Information Booklet)</p>	1,98,000 (as per PTF)	

- In case of number of pages increase from pages specified in PTF, the rates will proportionately increase subject to a minimum of 80 inside pages per booklet.
- In case of number of booklets requirement increase from the specified in PTF, the billing amount will be counted as per actual no of copies ordered/printed.
- Above quoted rates should be inclusive of all taxes with packing and FOR delivery at any place within Ahmedabad.

BID CONDITIONS

- 1) The bidder should invariably submit his offer in cover containing two sealed covers namely (1) Tender Fee & EMD (cover-A) (2) Technical Bid (Cover-B). **Commercial Bid should be submitted online only. No physical commercial bid will be accepted.**
- 2) Information booklet of four different categories may be containing different no of inside pages.
- 3) Minimum 80 inside pages will be in each booklet. Amount of booklet will be paid based on description given in commercial bid.
- 4) An interested bidder has to access the website time to time for any latest amendments published before completion of last date of tender.
- 5) The quantity of each information booklet may vary at the time of placing of order. However, Minimum quantity of printing of booklets in each category is as mentioned in Price Tender Form. Any increase in quantity of booklet in any category out of these four, either at placing of order or afterward, bidder has to print the same as per the quoted price and as per the delivery schedule.
- 6) **Tender Fee & EMD COVER (Envelop A) :**
 - a) Tender Fee & EMD cover should contain Tender Fee & EMD amount in form of Demand Drafts on the name of **“ADMISSION COMMITTEE FOR PROFESSIONAL COURSES”** payable at ahmedabad of any nationalized bank having an amount of Rs. 2,500/- & Rs. 2,00,000/- as mention in Priced Tender Form (PTF).
 - b) Those who are exempted for payment of Tender Fee & EMD, must enclosed necessary documents like SSI Registration (Gujarat State) along with NSIC/DGS&D/CSPO Registration mentioning clearly the items for which they want exemption in Tender Fee & EMD Cover.
 - c) Bidders not covered under this category shall have to pay tender fee & EMD compulsorily as prescribed in PTF, failing which the offer will be treated as cancelled.
- 7) **TECHNICAL BID COVER (Envelop B) :**

Envelope-B, should contain the following documents:

 - a) Technical Bid cover should contain downloaded copy of Priced Tender Form (PTF) **(except Commercial Bid document).**
 - b) Details of bidder in prescribed Format (Annex-A).
 - c) Copy of the Company Registration Certificate with address and year.
 - d) Documents related to ownership/lease agreement/partnership etc.
 - e) Turnover Certificate duly certified by C.A. for three years.
 - f) Factory act registration certificate.
 - g) Income tax PAN card certified copy.
 - h) GST registration copy.

- i) List of Machinery of printing & Binding (Annex-B).
- j) Work Experience Certificate.
- k) SAMPLE : The bidder has to submit the samples of papers / card. Sample Label should bear following particulars. (a) Name of the tenderer/signed by tenderer. (b) Name of manufacturer (c) Tender enquiry No. and due date (d) GSM of paper

8) ELIGIBILITY

Bidder conforming to the following eligibility parameters only will be considered.

- a) The Bidder must have minimum 4,500 Sq. Feet area including storage area.
- b) The Bidder should have minimum Rs.50,00,000 (Rupees Fifty Lacs) annual turnover for each last three years.
- c) The Bidder should enclose last three years C.A. Certified Audited Balance Sheets.
- d) Bidder should be in printing work experience of minimum Four years. For that the bidder has to attach the order copy of previously completed same category work order at least older than 4 year.
- e) In absence of these information/documents, tender is liable to be ignored.

9) GENERAL CONDITIONS :

- a) The Earnest Money Deposit of the unsuccessful bidders will be refunded by the ACPC on written request only as soon as possible but not later than 30 days after the finalization of the tender.
- b) The Earnest Money Deposit of the successful bidder shall be refunded only after submission of the bank guarantee.
- c) The proof of the specified machinery should be given in a separate sheet.
- d) Rates to be submitted in the Commercial Bid for printing through Offset Process.
- e) Before quoting rates the bidder has to clarify the nature of work and all related information by studying the bid documents & attending prebid meeting held on 11-03-2019. After than the arguments of non-availability of information will not be entertained.
- f) Incomplete Tender Forms and not fulfilling any condition of tender will be considered technically disqualified.
- g) Conditional bid should not be considered.
- h) Interested bidder should require experience and capacity for printing and binding 1,00,000 copies of Booklets within 5 (five) days will only be eligible to qualify for this job.
- i) Printer should have all in house own arrangements, equipment, machinery like DTP System, CTP / Plate making / Four Colors Offset printing machine, Two Colors Offset printing machine, Folding, Stitching & Trimming machine require to complete the job of 1,00,000 copies in 7 days.
- j) Successful bidder will have to submit Security Deposit of 5% of order value in a form of Bank Guarantee of Nationalized Bank within 07 (seven) days from the date of contract, whether the work order will be liable to cancelled.

- k) Tenders should be submitted in two envelopes, Envelope-A, titled as "Tender Fee & EMD Cover" and Envelop-B titled as "The Technical BID". Both Envelop should be packed and sealed in one Outer Envelope and should be super-scribed as **"OFFER FOR PRINTING OF INFORMATION BOOKLET – due date is 18-03-2019"**.

10) COMMERCIAL BID :

Commercial Bid should be submitted online as per the format of Annexure-C.

11) VALIDITY OF TENDER :

Validity of tender and their quoted price with terms & conditions should be valid for 120 days from the last day of tender.

12) DELIVERY PERIOD :

Successful bidder has to deliver the first proof of booklet within 3 days from the data submitted by ACPC/ACPDC. After compilation and approval from committee, the successful bidder has to deliver the booklet within 5 days after approval of the proof, to the destination located by committees within Ahmadabad.

13) AWARD OF CONTRACT & MODE OF PAYMENT:

- a) ACPC raise an award of contract for the information booklet category A & B, whereas ACPDC raise an award of contract for the information booklet category C & D.
- b) The successful bidder has to generate invoice for Information booklet category A & B on the name "Member Secretary, Admission Committee for Professional Courses". Whereas for information booklet category C & D on the name "Member Secretary, Admission Committee For Professional Diploma Courses"
- c) Payment to the successful bidder for the information booklet category A & B will be paid from Admission Committee for Professional Courses, whereas for information booklet category C & D will be paid from Admission Committee for Professional Diploma Courses.
- d) No advance payment will be given to the successful bidder against the work order. 100% of the total value of the work order will be paid to the bidder within 30 (thirty) working days on completion & delivery of entire material as per instructions of the ACPC/ACPDC.

14) PENALTY:

The event of failure on the part of the bidder to execute the work according to the tender conditions imposing of penalty as follows:

- a) For the delay in the supply, the ACPC shall deduct an amount @ 0.5% of contract value per week. Maximum delivery period including penalty period is 20 days. After that the work contract is considered as cancelled. In that case the security deposit will be forfeited.
- b) ACPC reserves the right to get the work done by any other Printer/bidder at the cost & risk of the selected bidder in case of refusal or incompleteness of the work as per tender conditions. In that case, security deposit shall be forfeited.

15) INPECTION:

- a) Inspection will be carried out at the place mentioned in Annexure A submitted by the bidder.
- b) Bid is liable to be rejected if bidder fails to fulfill onsite facilities as mentioned in the bid
- c) Inspection will be done by Member Secretary, ACPC or/and representative authorized by Committee.

16) OTHER CONDITIONS:

- a) The conditional offer is treated as cancelled.
- b) ACPC reserves the right to visit place of print/store.
- c) ACPC reserves rights to accept or reject one or all bids without showing any reason
- d) In case of any dispute, only AHMEDABAD jurisdiction is allowed.

UNDERTAKING

I/We _____
(Name of Tenderer)

Proprietor/Partner/Director hereby undertakes to supply stores conformation to your Tender Enquiry specification and abide all terms and conditions of their tender enquiry as well as invitation to tender and instructions to bidders. I also declare that information given in tender is true. If any information proved to be misleading/misguiding, then the tender is liable to be rejected.

Place:

Date:

Seal and Signature of Authorized person

CHECK LIST FOR TENDERER TO BE SUBMITTED ALONGWITH TENDER

(TECHNICAL BID)

The following documents are attached with the tender:

1. Please confirm following: Whether Tender Fee and EMD in term of Demand Draft is placed in separate Envelope "A"? : Yes / No.
2. Please give the Page No. to entire set of Tender And documents enclosed with and confirm whether Pending is done or not? : Yes / No. Total page No.____
3. Whether the Company information in Format-A filled? : Yes / No. Page No._____
4. Whether the copy of Company Registration Certificate Is attached? : Yes / No. Page No._____
5. Whether the document related to type of firm-ownership or other Is attached? : Yes / No. Page No._____
6. Whether the Turnover Certificate duly certified by CA for last two years attached? : Yes / No. Page No._____
7. Whether copy of Factory Act registration is attached? : Yes / No. Page No._____
8. Whether copy of PAN Card is attached? : Yes / No. Page No._____
9. Whether copy of GST registration is attached? : Yes / No. Page No._____
10. Whether the List of machinery of printing and Binding is attached? (Annexure-B) : Yes / No. Page No._____
11. Whether the work experience documents is attached? : Yes / No. Page No._____
12. Sample of paper specified in commercial bid is attached? : Yes / No. Page No._____

DECLARATION

We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. We also understand that non-compliance of any documents will be treated as non-respective Tender and we will lose our claim to participate in the tender enquiry automatically and our tender will be liable to rejected.

Name of the Authorized Person :

Seal and Signature of Authorized person :