



नवोदय विद्यालय समिति, क्षेत्रीय कार्यालय, पटना

**TENDER FOR THE PRINTING OF QUESTION PAPER FOR THE YEAR 2017-18**

M/s.....

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Sir,

1. Sealed tender for the printing of question papers as shown in the attached statement are invited by the office of Navodaya Vidyalaya Samiti, Regional Office, Karpuri Thakur Sadan, Kendriya Karyalay Parisar, Block – A & B, 5th Floor, Ashiyana Digha Road, Patna – 800025 up 26.05.2017 to 08.06.2017 from reputed printing firms having BST/CST/VAT registration. The tender should be submitted under strong sealed cover marked as “Tender for the printing and supply of question papers for the year 2017-18.” The tender will be opened in the office of the undersigned at **03 PM on 12.06.2017**.
2. The tender shall be submitted according to the terms and conditions specified in the paragraphs 3 to 20 below. Unless specified otherwise in the quotation, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
3. The rates should be F.O.R. destination NVS, RO, Patna and inclusive of taxes i.e. excise duty, sales tax/VAT, Freight Charges any other taxes or imposition whatever liable in respect of the supplies. The Navodaya Vidyalaya Samiti shall not be liable to pay any tax, freight charges etc. which has been expressly stipulated in the tender in the event of acceptance of the tender.
4. There must not be any over writing of corrections in the tender. If a figure is to be amended, it should be neatly scored out, the revised figure written above and the same attested with full signature and date. In the absence of attested signature, the tender is liable to be rejected.
5. The undersigned does not bind him to accept the lowest tender and reserves the right to accept the tender in whole or in part, i.e. with respect to all articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as he may decide.
6. On acceptance of the tender, it will become a contract and shall be bound by the terms and conditions of the tender.
7. An earnest money of Rs. 30000/- (Rupees thirty thousand) only in form of Bank Draft should be deposited along with tender form by the tenderer. If tender rate will not be approved, earnest money will be refunded to the concerned tenderer.
8. Approved tenderer should be bound for deposited security money @ 10% of total tender amount, subject to adjustment with earnest money, before issuing supply order.
9. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to print the articles from the market and get the rest of the contract completed by any other persons or firms and the differences of the price if any shall be deducted from the security money and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay this amount.



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10. Prior to acceptance of the tender, the undersigned reserves the right to call for sample of demonstration and the contractor shall be liable to supply or give the demonstration free of cost.
11. In the event of the acceptance of the tender the placing of the orders for the purchases, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to the approved sample or do not confirm to the specification prescribed.
12. The rate quoted by the contractor shall be valid up to 31.03.2018
13. The amount of the earnest money shall be retained by the Samiti for a period of six months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within this period.
14. All the printed material will have to be supplied within 15 days from date of receipt of supply order.
15. The sample of papers and envelops will be submitted with the tender and the same will be signed by the tenderer.
16. If question papers are not supplied on due date the same will be returned and no money will be paid.
17. Proof reading will be done by the NVS.
18. Printing press can be visited and verified by the committee members.
- 19. Specification and quality of paper may be verified by Regional Office from Govt. lab/agencies and expenditure upon this will be borne by the tenderer.**
20. Question paper may be got printed in three sets as per need of the NVS.
21. It would be responsibility of tenderer to maintain confidentiality of all question papers and they will be submitted an undertaking in this regard before issuing supply order.
22. Undersigned will be empowered to reject/cancel the tender at any time.

These information to tenders are to be signed by the contractors and return with the tender document.

Dy. Commissioner

All the above conditions are accepted by me/us.

.....  
Signature of tenderer with seal  
Date .....  
Phone No. ....

Witness name and signature

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**SUBMISSION OF RATES FOR PRINTING AND PACKING OF QUESTION PAPER FOR THE YEAR 2017-18 AS PER SPECIFICATION MENTIONED BELOW**

Question Papers for the year 2017-18 to be printed along with Technical specification and other specific conditions are given below:-

| S.N. | DESCRIPTION OF WORK  | SPECIFICATION & QUALITY OF PAPER | RATE / Pc. Per page       |
|------|--|----------------------------------|---------------------------|
| 1    | Printing of Question paper (One sided, Bilingual)  | A4 SIZE, 60 GSM<br>HPC BRAND     |                           |
| 2    | Printing of Question paper (Both sided, Bilingual)   | A4 SIZE, 60 GSM<br>HPC BRAND     |                           |
|      |  |                                  | RATE PER SEALED<br>CARTON |
| 3    | Packing of Vidyalaya wise Question paper in sealed cartoon (sealed envelope with subject wise class VII to XII all subject.)<br>दर प्रति सिल्ल कार्टन (विद्यालय वार एवं सिल्ल लिफाफा विषय वार सभी विषयों के साथ कक्षा सप्तम् से द्वादश तक) |                                  |                           |

**UNDERTAKING BY THE TENDERER**

I/We have thoroughly gone through the terms and conditions noted in this form and agreed to fulfill them. Earnest money of Rs. 30000/- (Thirty thousand) only is deposited/enclosed vide DD No. .... dated ..... of .....  
..... (Name of the Bank).

Place:-

Signature of the Tenderer

Date:-

Seal of Firm