

TENDER NOTICE

**Women Development and Child Welfare Dept.,
Government of Telangana, Hyderabad.**

Phone.No.040-2733848, E-mail-ID: tgwdcw@gmail.com

Advt.No.4719/ICDS-1/2016, Dt: 06.12.2016

Sealed quotations are invited from reputed Government or Private Organizations for printing and supply of Multi Colour Magazine 37,700 copies to be released bi-monthly from January, 2017 within 7 days i.e. from 13.12.2016 to 20.12.2016. For other details please visit website: www.wdcw.tg.nic.in.

**Sd/- Viziendira Boyi
Director**

For Director



**OFFICE OF THE DIRECTOR, WOMEN DEVELOPMENT AND
CHILD WELFARE DEPARTMENT
2nd Floor, Swarna Jayanthi Complex, Besides Maithrivanam Complex,
Ameerpet, Hyderabad - 500038, Phone.No.040-23733848.**

No. Phone.No.040-23733848.

Email: tgwdcw@gmail.com

**STATE LEVEL OPEN TENDER FOR PRINTING AND SUPPLY OF THE
DEPT. MAGAZINE DURING THE YEAR 2016-17.**

- 1) Bid reference : Lr.No.4719/ICDS-12016,
Dt: 06.12.2016.
- 2) Price of Bidding Document : **Rs. 1000/** (Rupees Thousand)
(Non- refundable) Banker cheque/DD
In favour of Director Women,
Development & Child Welfare, Govt. of
Telangana from any nationalized bank.
- 3) Date of commencement of sale of
bidding document : 13.12.2016
- 4) Last date for sale of bidding document : 19.12.2016
- 5) Date & time for submission of bids : 20.12.2016 at 1.00 p.m.
- 6) Time & date of opening of bids : 20.12.2016 at 3.00 p.m.
- 7) Place of opening of bids : Office of the Director, Women
Development & Child Welfare,
2nd Floor, Swarna Jayanthi Complex,
Besides Maithrivanam Complex,
Hyderabad.
- 8) Address for communication : As above

Signature of the bidder
and seal

The bidding document includes:

- I. Instructions to bidders
- II. Bid Form
- III. Price Schedule
- IV. Contract Agreement Form
- V. Performance Security Bank Guarantee Form
- VI. Bid Security
- VII. Distribution details with destination

Specifications of Magazine

Sl. No.	Particulars	Quantity Required per month	EMD (Rs. In Lakhs)
1.	Magazine size : A4 Cover pages-4 : 130 GSM Art paper Inner pages-20 : 80 GSM Maplitho Printing : Multi colours	37,700	Rs.60,000/- (apprx. 3% of the estimated cost)

I. Instructions to Bidders

1. The Women Development and Child Welfare Department, Telangana, Directorate of Women Development & Child Welfare, Hyderabad invites sealed tenders from eligible bidders for printing and supply of in house departmental magazine in Telugu from reputed Printers/ Publishers of Telangana.
2. Interested eligible Tenderers may obtain a complete set of bidding document from the Purchaser during office hours from 10.30 a.m. to 5.00 p.m. on all working days at the address noted in the Bid Document on submission of a written application and upon payment of a non-refundable fee specified in the form of a demand draft or Banker's cheque of Nationalized Bank in favour of purchaser. Further information if any required may be obtained from the Purchaser's office during the Office hours on all the working days for this purpose.

Qualification criteria:

- 1.1. The Bidder should be able to prepare content, Essays, Stories, Plays, Songs, Games, Quiz, Pictorial Stories etc. related to Pre-School, Health, Nutrition, Empowerment of Adolescent Girls and Social issues pertaining to women and children.
- 1.2. Documentary evidence is required from bidders that they have qualifications, experience and capacity to be able to successfully complete the contract on time. They should have Artists and capable of collection of relevant information if necessary State-wise individually.
- 1.3. In support of this, the bidder should furnish the information on past supplies and their satisfactory performance in the similar nature of work duly countersigned by the Chartered Accountant.
- 1.4 The bidder shall furnish data support that he has the financial and production capability to perform the contract and complete the supplies within the stipulated delivery period.
- 1.5 The bidders must be licensed or otherwise authorized by the regulatory authority in the Country / State to manufacture and supply the magazine offered.
- 1.6 The deadline for the submission of bids is as noted above. Bids will be opened shortly after the specified deadline in the presence of bidders/ representatives who choose to attend on the specified date and time.
- 1.7 In the event of the date being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.
- 1.8 The period of bid validity shall be 90 days from the date of opening of bids.
- 1.9 Last date for submission of bids is 20.12.2016 at 1.00 p.m. and bids shall be opened at 3.00 p.m. on the same day at the location mentioned in the schedule.
- 1.10 The Bidder is expected to examine all instructions, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.

2. Clarification of Bidding Documents

- 2.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Purchaser in writing, or by telex, or cable at the purchaser's mailing address. The purchaser will respond in

writing to any request for clarification of the Bidding documents which it receives not later than 3 days prior to the deadline for submission of bids prescribed by the Purchaser. Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective bidders who have received the Bidding Document.

3. Amendment of Bidding Documents

- 3.1 At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.
- 3.2 The amendment will be notified in writing, or by telex, or cable to all prospective bidders which have received the bidding document and will be binding on them.
- 3.3 In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bid, the purchaser may, at its discretion, extend the deadline for the submission of bids.

4. Language of Bid

- 4.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in English language only.

5. Documents Comprising the Bid

- 5.1 The bid prepared by the Bidder shall comprise the following components;
 - a). Completed Bid Form and a Price Schedule
 - b). EMD

6. Bid Prices

- 6.1 The bidder shall indicate on the appropriate Price Schedule attached to these documents the unit prices and total bid prices of the goods proposes to supply under the contract.
- 6.2 The bidder shall have to undertake the supply of magazines to the destinations i.e., Project Head Quarters of 149 ICDS Projects at 31 District Welfar Officers (DWOs) and 2 Regional Offices located at 31 District Head Quarters and 25 Training Centres located at Mandal/District head quarters at their own cost.
- 6.3 The rate indicating in the bid price should be included all applicable Taxes/VAT/transportation charges etc. The unit price and applicable taxes/VAT/transportation charges shall be shown in the form No.III Price Schedule attached to this bid document. The total unit price will only be considered for determining the lowest price.

6.4 Fixed Price, Prices quoted by the bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and summarily be rejected.

- 6.5 In addition the bidder shall submit certified copies of;
- a). Its manufacturer license and a statement of installed manufacturing capacity
 - b). The document showing the place of Registration and place of the firm
 - c). Sales tax clearance certificate for the latest financial year.

7. Bid Security (EMD)

7.1 The Bidder shall furnish, as part of its bid, a bid security in the amount not less than that given in schedule of requirement. No bidder/ class/ group is exempted from the payment of bid security.

- 7.2 The Bid security shall be in Indian Rupees and shall be
- (a) A Banker cheque/ demand draft drawn in favour of "Director, Women Development & Child Welfare, Telangana State, Hyderabad.

7.3 Any bid not secured in accordance with the above will be rejected by the Purchaser as non-responsive.

7.4 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not later than 30 days.

- 7.5 The Bid security will be forfeited; in case
- (a). If a bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid form; or
 - (b) In case of a successful Bidder, if the Bidder fails;
 - (i) to sign the contract in accordance with the above and
 - (ii) to furnish performance security in accordance with terms and conditions of the contract.

8. Period of Validity of Bids

8.1 Bids shall remain valid for 90 days after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as Non-Responsive.

8.2 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration or period of the bid validity specified by the bidder on the bid form. Withdrawal of the bid during the interval may result in the bidder's forfeiture of its bid security.

9. Submission of Bids

- 9.1 Bids should be hand delivered or sent by courier, mail to ensure timely arrival. The purchaser is not responsible for the postal delay. Bids received after the due date and time will not be considered.
- 9.2 Telex, cable or facsimile bids will be rejected.

10. Late bids

- 10.1 Any bid received by the Purchaser after the deadline for submission of bid prescribed by the Purchaser will be rejected and/or returned unopened to the Bidder.

11. Opening of bids by purchaser

- 11.1 The Purchaser will open all bids, in the presence of Bidders or Bidder's representatives who choose to attend at the date, time and place specified.

12. Award of contract

- 12.1 The Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is qualified to print the magazine as per conditions specified in Paras 1.1 to 1.5.

13. Purchaser's right to vary quantities at Time of Award

- 13.1 The Purchaser reserves the right to increase or decrease by up to 20 percent of the quantity specified in the Schedule of requirements by month without any change in unit price or other terms and conditions.

14. Purchaser's right to accept any bid and to reject any or all bids

- 14.1 The purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the purchaser's action.

15. Signing of contract

- 15.1 The purchaser notifies the successful bidder that its bid has been accepted, the purchaser will send the bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

15.2 Within 7 days of receipt of the Contract Form, the successful bidder shall sign the contract with date and return it to the purchaser.

16. Performance Security

16.1 Within 7 days of the receipt of Notification of award from the purchaser, the successful bidder shall furnish the performance security form provided in the bidding document or another form acceptable to the purchaser for an amount of 5% of the contract value validating till the date of completion of performance obligation including warranty obligations.

16.2 The performance security shall be denominated in Indian Rupees only.

16.3 Any unexcused delay by the supplier in the performance of its delivery obligations shall render the supplier for any or all of the following, forfeiture of its performance security, imposition of liquidated damages, and termination of the contract for default.

17. Printing and supply of Magazine

17.1 The magazine should be printed and supplied at every alternate month to the final destination as specified at para No. 6.2 within 7 days after approval of proof.