

Bid Document

Bid Details	
Bid End Date/Time	18-04-2022 15:00:00
Bid Opening Date/Time	18-04-2022 15:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	75 (Days)
Ministry/State Name	Ministry Of Heavy Industries And Public Enterprises
Department Name	Department Of Heavy Industry
Organisation Name	Cement Corporation Of India Limited (cci)
Office Name	Delhi
Item Category	Paper-based Printing Services - Printing with Material; Book/Booklet; Digital
Contract Period	29 Day(s)
Years of Past Experience required	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
SHG Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
ITC available to buyer	Yes
Time allowed for Technical Clarifications during technical evaluation	7 Days
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
3. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Additional customization details:[1649058692.pdf](#)

Sample image of desired product:[1649058688.pdf](#)

Paper-based Printing Services - Printing With Material; Book/Booklet; Digital (100)**Technical Specifications**

Specification	Values
Core	
Type of Printing	Printing with Material
Category of Printing	Book/Booklet
Mode of Printing	Digital
Single/ Double Sided	Double Sided (Both Sided - Front and Back)
Colour of Printing	Front Multi-color Back Multi-color
Printing Content	Text + Pictorial
Paper Material	Art Paper
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	101-110 GSM

Specification	Values
Inserts	Not Required
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	Bilingual
Language	English Hindi
Addon(s)	
Cover Page	240GSM, Gloss, Printed
Binding	Perfect Binding
Additional Support	Designing Support , Formatting Support & Logistics Support (Delivery of Order to the Consignee)
Finishing	Glossy Lamination
Scanning	Yes

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

ITC on GST	ITC on GST Cess	RCM Applicable
12%	NA	No

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Copies	Additional Requirement
1	Sri Prakash Kumar	110003,Core -V ,7th Floor , SCOPE Complex ,7 Lodhi Road ,New Delhi	100	<ul style="list-style-type: none"> • Cover Page : 100 • Binding : 100 • Additional Support : 100 • Finishing : 100 • Scanning : 100 • Number of pages per Item : 200

Paper-based Printing Services - Printing With Material; Book/Booklet; Digital (100)

Technical Specifications

Specification	Values
Core	
Type of Printing	Printing with Material

Specification	Values
Category of Printing	Book/Booklet
Mode of Printing	Digital
Single/ Double Sided	Double Sided (Both Sided – Front and Back)
Colour of Printing	Front Multi-color Back Multi-color
Printing Content	Text + Pictorial
Paper Material	Art Paper
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	101-110 GSM
Inserts	Not Required
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	Single
Language	English
Addon(s)	
Cover Page	240GSM, Gloss, Printed
Binding	Perfect Binding
Additional Support	Designing Support , Formatting Support & Logistics Support (Delivery of Order to the Consignee)
Finishing	Glossy Lamination
Scanning	Yes

Input Tax Credit(ITC) and Reverse Charge(RCM) Details

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Buyer Added Bid Specific Terms and Conditions

1. Generic

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- a. Copy of PAN Card.
- b. Copy of GSTIN.
- c. Copy of Cancelled Cheque.
- d. Copy of EFT Mandate duly certified by Bank.

2. Generic

Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Past Project Experience

For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- b. Execution certificate by client with order value.
- c. Any other document in support of order execution like Third Party Inspection release note, etc.

5. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Checklist

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The following documents have to be submitted in online mode alongwith Techno-commercial and Price Bids of the tender. The Bidder's are requested to visit the website of CCI: www.ccilttd.in and click on "Tenders" tab to view the

General Terms & Conditions (GTC) of the contract. Bidders are advised to go through the detailed GTC and successively submit the various Annexure as given in the table below:

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S.No.	Item	Yes/No/NA
1	Scanned copy of covering letter (Annexure-1)	
2	Copy of GST Registration Certificate and PAN Card	
3	Balance Sheet for last 3 financial years	
4	Udyog Aadhar Number (For MSME bidders)	
5	Annexure 3 (Declaration of relation to officer of CCI)	
6	Annexure 4 (unexecuted / present contracts / jobs in hand)	
7	Annexure 5 (Bidder's firm/company profile)	
8	Annexure 6 (Details of plant & machinery installed)	
9	Annexure 8 (Details of orders executed including CCI during the last three years)	
10	Annexure 9 (Declaration letter of having read and understood the GTC)	
11	Purchase Order Copies of Last 3 yrs	

6. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

7. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

In addition to the General Terms & Conditions of the tender under Part-I & II, the following special terms & conditions will also apply to the contract.

These special terms & conditions, if contradictory to any conditions given in Part-I & Part-II, shall prevail upon the conditions given therein:

A) General

1.0 Specifications:

1.1 The specifications of the material required are attached as Part -IV (Annex A V).

The broad scope of work & other Terms & Conditions are given below:-

1. Size : 8.5" x 11 "
2. Total Number of Copies: 200 Copies, out of which 100 copies would be in English only and 100 copies Bilingual (both in Hindi and English)
3. The number of Pages in 'English only' would be approximately 100 and in case of bilingual approximately 200 pages considering both side printing and not considering the cover page. The total number of pages could have a variation of (+/-) 10%.
4. Design Transparencies: The outer cover page should be in multi colours with complete design required to be done by printer and the same would be laminated. Art Card (indigenous) of 180 GSM should be used for cover page.
5. Text Printing: It would be in Multi Colours and the paper to be used would be mate of 100 GSM. Pages containing photographs are to printed on superior quality are paper of 130GSM (Imported Gloss), would be printed in multi colours alongwith designing if any.
6. Binding: Sectional sewing perfect binding with cover creasing and pasting.
7. Material for Reproduction: The English matter will be provided in MS Word, MS Excel or PDF format as it will be available. Typing is to be done by printer, the printer should have adequate technical manpower / staff to handle typing, page setting, proof reading and correction etc.
8. Translation to Hindi: The material shall be provided in English. Translation of entire English content as in Point no. 7 to Hindi including typing, proof reading and corrections will be carried out by the printer.

1. Other Conditions:

1. Printer should have minimum three years of experience in the business of printing of Annual Accounts of reputed companies (PSU and/or Listed Companies) and should be conversant with latest technology and also have full facility of man and machinery under one roof.
2. Few samples of cover page designing has to be submitted to CCI within 10 days of the receipt of the order.
3. Proof reading shall be done by the printer. However, the final clearance will be obtained from CCI-Finance Department before printing. In case mistake is found, even after final clearance, printer

should rectify it. Further, recovery shall be effected at appropriate proportionate rates to the extent of loss occurred.

4. Sample of paper to be used shall be sent to our office within 3-4 days of opening of techno-commercial bid-duly signed and stamped, the same paper should be used while printing of Annual Report

5. Time allowed for delivery of printed copies is mentioned as under:-

i)	Submission of proof of bilingual copy(1 st Run) by printer at SCOPE Complex Office (Editable soft copy and one set hard copy in loose pages)	Within 15 days from the date of supply of input data for printing.
ii)	Submission of proof of bilingual copy (2 nd Run) by printer at SCOPE Complex Office (Editable soft copy and one set hard copy in loose pages)	Within 3 days from the date of providing feedback on the 1 st run.
iii)	Supply of final printed copy (Editable soft copy and bound book as per work order)	Within 1 week of intimation by CCI.

L. D. for delay beyond above stipulated programme shall be effected @ Rs. 500/- per day with an overall limit of 5% of the order value

6. Printer should quote rate (excluding taxes) indicating designing, typing, proof reading, printing, binding and cost of paper etc. of 200 copies with the indication of page wise rate beyond + (-) variation. The data for printing will be provided in the form of soft copy/ scan copy as it will be available with CCI.

7. Printers intending to quote may have a look and feel of the previous year Annual Report, if asked for.

3.0 PRICES

3.1 The firm rates as per clause no. 15.1 of Part-II should be quoted.

3.2 The rates should be quoted on FOR destination basis.

4.0 PAYMENT TERMS:

4.1 100% payment towards cost of material including GST and freight shall be released within 30 days after receipt, physical inspection and acceptance of material at our office & after adjustment of any recovery/ liquidated damages for delay in delivery, if any.

5.0 QUALITY

5.1 The supplier shall guarantee that the materials to be supplied shall confirm to the specifications and dimensions as specified in the order. Materials shall be free from any defects arising out of use of defective material or any manufacturing or any other defects.

6.0 DURATION OF CONTRACT

6.1 The contract shall remain valid till the completion of delivery of the entire order quantity.

CCI in its discretion may repeat the contract on same rate and terms and conditions for a further period of up to twelve months or until the completion of contract for printing of Annual Report of next financial year- whichever is later.

8. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---