



SURVEY OF INDIA

EASTERN PRINTING GROUP

NOTICE INVITING E- TENDER

The Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016, (Telephone No.033 22891667) on behalf of President of India invites online bids up to **31.08.2018 (12:00 hrs)** to be opened on **03.09.2018 (11:00 hrs)** for purchase of Map Litho Paper 90 GSM \pm 2.5% (Thickness 108 micron \pm 02) **Long Grain** for 800 Reams (Approx.) of Size 66 cm X 86 cm. under two bid systems (Technical bid and Financial bid) from reputed paper manufactures/dealers.

Pre bid conference will be held on **16.08.2018 (11:00 hrs)** in the Office of the Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016.

The details of e-Tender with complete terms and conditions are available on the CPP portal i.e. <https://eprocure.gov.in/eprocure/app> as well as on Survey of India website: www.surveyofindia.gov.in (for reference only) and may be read out carefully before applying the same. Bids received by offline mode are not acceptable.

For any queries/clarification on content of Tender document, you may kindly contact, office of Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016 by email to epg.kol.soi@gov.in . However, any queries relating to the process of online submission of bids relating to CPP portal in general may be directed to CPP portals **24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005**



SURVEY OF INDIA

DEPARTMENT OF SCIENCE AND TECHNOLOGY

TENDER DOCUMENT

FOR

SUPPLY OF MAP LITHO PAPER, 90 GSM \pm 2.5 %

THICKNESS (108 Microns \pm 02) - Long Grain

Tender No. 712/36-A-5(EPG) Dated 09-08-2018

DATE OF PRE-BID CONFERENCE	-	16.08.2018 (11:00 HRS)
LAST DATE FOR SUBMISSION OF TECHNICAL BID	-	31.08.2018 (12:00 HRS)
DATE OF OPENING OF TECHNICAL BID	-	03.09.2018 (11:00 HRS)

COST OF TENDER DOCUMENT: Rs.500/- (Rupees Five Hundred only)

SURVEY OF INDIA

EASTERN PRINTING GROUP

DEPARTMENT OF SCIENCE & TECHNOLOGY

TENDER DOCUMENTS FOR PURCHASE OF MAP LITHO PAPER

1.0 PARTICULARS OF TENDER

(a) Item

(i) Map Litho Paper : 90 GSM \pm 2.5% (Thickness 108 Microns \pm 02)

(ii) Total Quantity Required (Approx) : 800 Reams in Sheets of Size 66 cm X 86cm,
500 Sheets/Ream

Designation and Address of the Officer : The Director, Eastern Printing Group,
to whom the tenders are to be Survey of India, 14, Wood Street, Kolkata-16
submitted.

Tender No. : 712/36-A-5(EPG) Dated 09-08-2018

Last date of download of tender : 31.08.2018, 10:00 hrs.
Documents.

Last date of receiving the tender : 31.08.2018, 12:00 hrs.

Place of receiving the tender : Office of Director,
Eastern Printing Group, Survey of India,
14, Wood Street, Kolkata-16.

Date of PRE BID Conference : 16.08.2018, 11:00 hrs.

Venue of PRE BID Conference : Office of Director,
Eastern Printing Group, Survey of India,
14, Wood Street, Kolkata-16.

Date and time of opening of : 03.09.2018, 11:00 hrs.
Technical bid

Venue of opening the Technical bid : Office of Director,
Eastern Printing Group, Survey of India,
14, Wood Street, Kolkata-16.

2. **TERMS AND CONDITIONS :**

2.1

- (a) The bid should be submitted online in two covers named as “Technical Bid” and “Financial Bid”. The documents (scanned copy) to be uploaded in each cover are listed in respective page of the portal.
- (b) FINANCIAL BID:- The FINANCIAL bid shall be uploaded on-line as per proforma given in **Annexure ‘C’** (in .pdf format) inclusive of all charges like packing, forwarding and delivery etc. to the consignee’s site. Taxes should be shown separately.
- (c) The quantities shown in **Annexure ‘A’** are approximate and can be reduced or increased or even cancelled. The detailed specification of required maplitho paper is given in **Annexure ‘B’**.
- (d) Bidders must note that the tender once submitted will not be altered for whatsoever reasons and should not have any scope of ambiguity.

Eligibility Criteria

- (a) The firm should have supplied in the past similar Map Litho Paper in large/ bulk quantity to any Govt. Organization, Institutions and other organizations. Details of supplies made during the past three years should be submitted.
- (b) The firm should have an Annual Turnover of Rs. 2 Crore during the last three financial years. Income tax returns, Audited Balance Sheets and Annual Turnover certificates for last three financial years shall be uploaded. Relaxation of turnover and experience will be allowed for Start ups (as defined by Department of Industrial Policy and Promotion) subject to meeting of quality and technical specification.
- (c) The firm should have been manufacturing / producing or supplying at least 1000 MT quantity of paper per annum. Last year’s certificate of Central Excise/Sale Tax/GST paid as applicable must be uploaded. Bidder must ensure that all the documents, as desired vide **Annexure ‘H’** under the heading **Document in TECHNICAL BID COVER**, are uploaded in technical bid cover for evaluation purpose otherwise the technical bid may likely to be rejected.

2.3 **TENDER FEE:** Tender fee of Rs 500/= (Rupees Five Hundred only) should be paid in the form of Demand draft drawn in favour of “**E & AO, Eastern Printing Group, Survey of India, Kolkata**”, payable at **Kolkata** must be sent to **The Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata - 16** on or before the date of opening of Technical Bid, failing which the bid will be considered as nonresponsive. Scanned copy of TENDER FEE shall be uploaded in the Technical bid cover.

2.4 **EARNEST MONEY DEPOSIT (EMD):** The original Earnest Money Deposit (EMD) instrument for **Rs. 50,000/= (Rupees Fifty Thousand only)** in the shape of FDR/Bank Guarantee of any scheduled Bank drawn in favour of “**E&AO , Eastern Printing Group, Survey of India, Kolkata**”, payable at **Kolkata** must be sent to **The Director, Eastern Printing Group, Survey of India, Kolkata**, on or before the date of opening of Technical Bid, otherwise the bid will be considered as nonresponsive. The EMD will be refunded to the unsuccessful bidders except of L-1 and L-2 bidders after the finalization of tender. The EMD should remain valid for a period of 60 days beyond the **FINANCIAL BID** validity period. Scanned copy of EMD shall be uploaded in the Technical bid cover. The Earnest Money Deposit will be forfeited if the Bidder fails to execute the Contract after acceptance of his/her offer. In case the bidder would like to avail EMD exemption, necessary certificate as per Government of India Rules must be uploaded.

- 2.5 The FINANCIAL BID should consist of price with detailed break-up of price strictly as per **Annexure 'C'**. Incomplete FINANCIAL BID will be rejected. Any other information which will have impact on price quoted must be included in the break-up details of FINANCIAL BID.
- 2.6 The bid will be accepted from the Manufacturers also. In case any authorized Dealer/Distributor submits a bid, then a letter of authorization and a Certificate from the concerned Manufacturer producing at least 1000 MT map litho paper per annum shall be required to be submitted along with **TECHNICAL BID** of Tender Document.
- 2.7 Bidders must note that tender once submitted will not be altered or withdrawn for whatsoever reasons and should not have any scope of ambiguity, cutting or overwriting.
- 2.8 Bidders are also requested to upload their certified copy of PAN/TAN in TECHNICAL BID cover. Self attested copy of valid GST registration certificate/No. and last year's GST clearance certificate should also be uploaded in TECHNICAL BID Cover. In case GST is not applicable in a particular area, a copy of Government/Competent Authority orders to that effect should be enclosed.
- 2.9 Information about the Bidder as desired in **Annexure 'F'** should be submitted along with TECHNICAL BID for evaluation purpose. Also a certificate to be produced by the bidder while submitting Technical Bid as desired in **Annexure 'G'**
- 2.10 All documents furnished by Bidder should be duly certified at the time of uploading in the portal.

3. **BID VALIDITY :**

The price quoted in the BID should remain valid for 180 days from the date of opening of FINANCIAL BID.

4. **OPENING OF TENDER :** The authorized representatives with proper letter of authority from the Firm will only attend the opening of TECHNICAL BID on scheduled date & time in the Office of the Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016, The date of opening of FINANCIAL BID of technically qualified bidders shall be intimated through e-procure portal.

5. **SECURITY DEPOSIT:** Successful Bidder will have to furnish a Security Deposit of 10% of the value of the contract amount in the shape of Fixed Deposit Receipt/Bank Guarantee (valid for one year) of any scheduled Bank drawn in favour of "E&AO, Eastern Printing Group, Survey of India, Kolkata".

6. An agreement as per **Annexure 'D'** of the Tender Document is also to be signed by the successful Bidder at their own cost on proper stamp paper of appropriate stamp duty. Proforma for Bank Guarantee is enclosed as **Annexure 'E'**.

7. **SAMPLES :**

500 (Five Hundred) full sized sheets of Map Litho Paper **90 GSM**, long grain (in flat position not as a roll) in **size 66 cm X 86 cm** as sample free of cost. Papers are required for performing tests in the Laboratories & on Printing machines, to be submitted on or before opening of the TECHNICAL BID, failing which the bid will not be accepted. Samples other than the size and specification given in the tender will not be accepted. **The sample papers should be sealed and cover should be superscribed as "PAPER SAMPLES" mentioning the name of Firm with stamp.**

- 7.1 Samples submitted after opening of TECHNICAL BID will be treated as late Samples and will not be accepted under any circumstances. **No Sample Sheet should bear firm's stamp/seal or any**

other markings. Such samples will not be permitted to replace and hence rejected.

7.2 Analytical test report of provided sample paper (as per Annexure 'B') from a recognised Laboratory should also be furnished by the Bidders along with TECHNICAL BID, failing which Tender will not be accepted.

8. **SELECTION CRITERIA :**

Financial Bid of Technically qualified bidders will open on scheduled date & time through the portal. L1 will be decided on the basis of lowest quoted net rate per ream inclusive of all charges /taxes at consignee's site.

9. **DELIVERY :**

The bulk supply will be required at Consignee's site i.e. Kolkata in sheets on door delivery basis within **45 days** from the date of issue of Supply Order.

9. **PACKING :**

The paper is required to be securely packed duly wrapped with Polythene packed gunny cloth to avoid damage during transit. Each bundle should have packing note.

10. **INSURANCE :**

The Supplier shall provide the Transit Insurance Coverage for all risks till the supply is received by the ultimate Consignee.

11. **DISPATCH :**

The paper duly packed should be dispatched to the Consignees at Kolkata through Road Transport, duly Freight pre-paid and Insured. The complete address of the Consignee will be intimated at the time of placement of supply order.

12. **TRANSPORTATION :**

The paper will have to be transported by Road from Mills/Firm's site to ultimate Consignee's site and the rates per ream may be quoted for Consignee's site as mentioned in **Annexure 'C'**. Intimating the Transportation Rates after opening the bid will not be considered at all. The transportation charges will remain valid during the entire period of contract.

13. **LOADING/UNLOADING CHARGES :** Loading charges at Firm's site and unloading charges at Consignee's site will be borne by the Supplier.

14. **DISPATCH INSTRUCTIONS :**

Advance Speed Post/Fax/e-mail intimation has to be sent to the Consignee before dispatch of paper, mentioning the Truck No. and details of bundles dispatched. The Packing List with Invoice has to be sent under Registered/Speed Post to the Consignee as per the address given in the supply order.

15. **INSPECTION :**

The final inspection of paper will be carried out at the ultimate consignee's site and thereafter the randomly chosen samples from the supplied lot may be sent again for analytical testing. If during this process of inspection, the supplied material is found to be defective or of substandard nature or not in conformity with the approved specification (as mentioned in Annexure B), the consignee has the right to reject the supply or he may ask the Bidder to replace the defective supply immediately free of cost. In the former case of rejection of supply, no payment will be made and the security deposit will be forfeited. In case of late/short supply of the paper, the deduction @5% of the cost of quantity of paper supplied short or late per week will be recovered from the Security Deposit or the pending bills.

16. **PAYMENT :**

100% payment will be made within 30 days from the date of Final Inspection/Acceptance of the supplied material by **the Consignee**. The Bill of consignment must bear a certificate by the Firm on the face of it that Excise Duty and GST of the consignment has been duly paid by the Firm/Supplier.

17. **WARRANTY :** In case any defect/shortfall noticed in the papers supplied or found not in conformity with the approved specifications at a later stage i.e., while in its use during a period of 6 (Six) months from the date of Acceptance of Supply, the balance quantity left with the Consignee will have to be replaced by the Supplier free of cost.

18. In case the Successful Bidder is found to have breached any terms and condition of the Tender document at any stage, action as per rules shall be initiated against the Tendering Firm concerned regarding forfeiture of Earnest Money/ Security Deposit.

19. In case of arising of any disputes or differences during Tendering process/Supply of materials, the same shall be referred for the Arbitration to the Surveyor General of India who acts as Arbitrator, and the decision of the Arbitrator shall be final and legally binding on the parties to the dispute.

20. **The Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016/ Chairman of the Procurement Board reserves the right to reject/cancel all or any bid without assigning any reason thereof. The Director, Eastern Printing Group, Survey of India, 14, Wood Street, Kolkata-700016/Chairman of the Procurement Board will not be responsible for non-receipt of any fee/sample due to Postal delay.**

SIZES & QUANTITY

Description of Paper: Map Litho Paper 90 GSM \pm 2.5 % (108 Microns \pm 02 Thickness)

-Long Grain in Sheets

Size and Weight per Ream(Approx)	Quantity Required in Reams	Weight In Metric Ton
66 cms. X 86 cms.(90 GSM) 25.54 Kgs.	800	20.43 MT

SPECIFICATIONS FOR MAP LITHO PAPER

ANALYTICAL REQUIREMENTS		
Sl.No.	Characteristics	Requirements
1	GSM	$90 \pm 2.5 \%$
2	Thickness (micron)	108 ± 02
3	Breaking length in metres (Min)	
	CD	2000
	MD	3000
4	Tearing Index $mN m^2/g$ (Min)	5
5	Burst Index $kPa m^2/g$ (Min)	1.75
6	Folding endurance in each direction (Min)	15 double folds
7	One Minute COBB.Test g/m^2 (Max)	20
8	Wax Pick	No pick on 8A
9	Brightness, percent (Min) 80	75
10	Opacity, percent (Min)	90
11	Moisture Percent by Mass (Max)	8
12	Ash Percent (Max.)	15
13	Smoothness, ml/min (Min)	Top 150 Wire 250 (In Bendtsen)
14	pH	Not less than 6.0

I **OTHER REQUIREMENTS :**

1. The Paper shall be made from fully bleached pulps and will preferably contain varying percentage of Cotton, hemp or soft wood fibres or a mixture of these and should be free from unbleached pulps or mechanical wood. Chemical pulps/woody pulps will be preferred.
2. Paper should be made from Virgin wood pulp.

II **GENERAL REQUIREMENTS :**

1. Map Printing Papers shall be of uniform formation evenly finished and generally free from specks, pinholes and other blemishes.
2. The Paper shall be surface sized and with calendared finish.
3. There shall be no curling defects during storage or during printing.
4. There shall be absolutely no creasing defects during printing.
5. The paper shall be free from fluff.
6. The paper shall be Long Grain in Machine Direction.

III **PRINTABILITY REQUIREMENTS :**

The paper:

1. Should be suitable for multi colour printing upto 10 colours on an Offset Printing Machine.
2. Should not curl/crease, tear or split during printing.
3. Should be subjected to change in humidity from 20% to 75% and the change in dimension shall not be more than 0.4% in MD and 0.8% in CD.
4. Should be devoid of fluff.
5. Surface should be able to print 200 lines screen sharp.

6. Should have storage life up to 10 years.

IV **SUBSTANCE :**

The substance of Map Printing Paper shall be 90 GSM. Test result shall not vary by more than ± 5 percent from the nominal substance. Further, the mean of 10 test results shall not vary from the nominal substance by more than $\pm 2.5\%$.

V **SIZES AND TOLERANCE ON SIZE :**

The sizes of the paper has to be 66 cm X 86 cm for sheet. The permissible deviation in length and width for untrimmed paper shall be ± 0.5 percent.

VI The pH value for Map Printing Paper shall not be less than 6.0.

VII The samples submitted will be examined on the basis of Analytical and Printability tests. To qualify technically, the samples should pass the Analytical Test to be duly conducted by the authorized Govt. Agencies and the Printability Test to be conducted by the Survey of India, Printing Office.

VIII **ACCELERATED AGEING:**

The paper shall be subjected to accelerated ageing by heating in an oven maintained at $105 \pm 2^{\circ}\text{C}$ for 72 hours, at the end of which the paper shall retain:

- (a) At least 50% of its original folding endurance,
- (b) At least 75% of its original value of brightness.

IX **DIMENSIONAL STABILITY :**

The paper shall be subjected to change in humidity from 20% to 75% and the change in dimensions shall not be more than 0.4% in MD and 0.8% CD direction.

X **COLOUR :**

The Paper shall be white.

XI **PACKING AND MARKING :**

The packing of paper shall be done so as to ensure that the paper is not damaged due to handling and transportation. Each package shall be marked with the following particulars:-

- (a) Description and substance, in gsm of the paper.
- (b) Size of the Paper
- (c) Lot Number
- (d) Month and year of Manufacture.
- (e) Indication of source of Manufacture.

XII **REQUIREMENTS FOR ECO MARK :**

The bidder /manufacturer shall produce the certificate of environmental consent clearance from concerned State Pollution Control Board.

FINANCIAL BID

**BREAK-UP DETAILS OF PRICE FOR MAP LITHO PAPER 90 GSM (+) 2.5%,(Thickness 108 Micron±02
LONG GRAIN: Size 66 cms X 86 cms - Per ream of 500 Sheets**

Sl. No.	DESCRIPTION	RATE PER REAM (IN INR)
A	Basic Price per Ream of 500 sheets	
B	GST/Other Tax	
	Any other charges if any (to be specified)	
	Transit Insurance Charges till date of delivery	
	Total (B):	
C	Road Transportation Charges per Ream (C)	
D	Total Rate Per Ream for door delivery including loading charges at Mills site & unloading charges at Consignee's site D = (A + B + C)	
E	Total Amount (For 800 Reams) (E = 800 X D)	

- Note :-**
- 1 It is mandatory to quote rates for delivery at consignee sites as per the specifications given in the tender.
 2. The rate of all type of taxes should be mentioned and calculated accordingly to arrive at the net rate per ream up to the consignee's on door delivery basis.

Place:
Date :

Signature of the Proprietors/Authorised
representative(s) of the Firm with office / Firm stamp

RESPONSIBILITY OF THE CONTRACTOR

EXECUTING THE CONTRACT

The contract made between _____ (hereinafter called the „Contractor“ which expression shall include their legal representative on the _____ part & _____ as Purchaser on behalf of the President of India, hereinafter called the Government.

Risk in the Products

The Contractor shall perform the contract in all respects in accordance with the terms and conditions as mentioned from clause _____ to _____ of Supply Order No. _____ dated _____. The product, whether in the possession or control of the seller or their Agents and the Purchaser, shall remain in every respect at the risk of the Contractor until their actual delivery to the Consignee at the stipulated place or destination or, where so provided in the Supply Order until their delivery to the Consignee as specified in the Schedule, as Interim Consignee for the purpose of despatch to the Consignee. The Contractor shall be responsible for all loss, destruction, damage or deterioration of or to the Printing paper products not being supplied as per specification vide clause _____.

Consignee's Rights of Rejection

- (a) Notwithstanding any approval which the Purchaser may have given in respect of the Printing paper products or any part or portion thereof or any materials or other particulars or the work or workmanship involved in the performance of the contract (whether with or without any test carried out by the Contractor or the Purchaser or under the direction of the Purchaser and notwithstanding delivery of the products where so provided to the Interim Consignee), it shall be lawful for the Consignee, on behalf of the Purchaser to reject the products or any part, portion or consignment thereof (i) within forty-five days after actual delivery thereof to them at the place or destination specified in the schedule and (ii) in the case of products within 90 days reckoned from the date of receipt of complete equipment with spares and accessories, as ordered if such products or consignment thereof is not, in all respect, in conformity with the specifications and terms and conditions of the contract whether on account of any loss, deterioration or damage before despatch or delivery or during transit or otherwise whatsoever.
- (b) That if the Contractor fails to observe or perform any condition of this contract or become insolvent or he or his Agent offers any bribe in connection with contract then notwithstanding any previous waiver of such default or action, the Purchaser will have the power on behalf of the Government to terminate the contract forthwith and without prejudice to other rights and remedies of the Government to forfeit the said Security Deposit of Rs. _____ in the form of Bank Guarantee/Bank draft/Term Deposit Receipt at his discretion and also recover from the Contractor any loss suffered by the Government on account of the Contract being so terminated prematurely.
- (c) That in case of any dispute or difference, that may arise in connection with this contract the settlement of which is not hereinbefore provided for, the same shall be referred for the Arbitration to the Surveyor General of India, or if he is unable or unwilling to act as an Arbitrator to any other person nominated by him in writing and the decision of such arbitrator shall be final and legally binding on the parties to this contract.

Witness

Signed by the Said Contractor or his Authorised Agent

1. _____

2. _____

Witness

1. _____

Signed by the Purchaser

(for and on behalf of the President of India)

2. _____

**PROFORMA FOR
BANK GUARANTEE**

1. In consideration of the President of India (hereinafter called "the Government") having agreed to exempt
_____ (hereinafter called "the said Contractor from the demand, under the terms and conditions of an Agreement dated _____ made between _____ and _____ for supply of Printing paper/Equipments (hereinafter called the said Agreement), of security deposit for the due fulfilment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. _____ (Rupees _____ only). We (indicate the name of the Bank) _____ (hereinafter referred to as "the Bank") at the request of the said Contractor do hereby undertake to pay to the Government an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said Contractor of any of the terms or conditions contained in the said Agreement.
2. We (indicate the name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Govt. by reason of breach by the said Contractor of any of the terms or conditions contained in the said Agreement or by reason of the Contractor"s failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability, under this Guarantee shall be restricted to an amount not exceeding Rs. _____
3. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any court or Tribunal relating thereto; our liability under this Guarantee being absolute and unequivocal. The payment so made by us under this. Guarantee shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.
4. We, (indicate the name of the Bank) _____ further, agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till _____ Office/Department/Ministry of _____ certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharge this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the _____ we shall be discharged from all liability under this Guarantee thereafter.
5. We, (indicate the name of the Bank) _____ further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor from time to time or to postpone for anytime or from time to time any of the powers exercisable by the Government against the said Contractor and to forbear or enforce any of

the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or commission on the part of the Government or any indulgence by the Government to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

7. We, (indicate the name of the Bank) _____ lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Government in writing :

Dated the _____ day of _____

for _____

(Indicate the name of the Bank)

**INFORMATION ABOUT THE BIDDER
(TO BE SUBMITTED ALONG WITH THE TENDER)**

1	Name of the Firm (Manufacturer/Dealer/Distributor)	
2	Year of Establishment	
3	Status of the Firm (Partnership./Limited, etc)	
4	Postal Address Telephone numbers Fax e-mail Website Address (If Applicable)	
5	Bank Account Detail for e-payment	Account No
		Account Type
		Name of Account Holder
		Address of Account Holder
		Name of Branch
		Address of Branch
6	Any authorized branches of the Firm, if so, give details	IFSC Code
7	Name of the Proprietor/Partner/Managing Director etc.	
8	Nature of Firm (Manufacturer/Dealer/Distributor) Note: In case the Bidding Firm is a Dealer/Distributor then a certificate of authorization regarding Dealership/Distributorship from the concerned Manufacturer has to be submitted along with Technical Bid.	
9	Details of products dealt by the firm (catalogues for products may be enclosed, if available)	
10	Turnover for the last three years in Rs. (Year-wise statement to be enclosed)	
11	List of Existing Clients (Govt./ PSU/Major Client)	

12	If already doing business with SOI give details:-	
(a)	Item	
(b)	Science when	
13	If you are registered with DGS&D or any other Govt./PSU/Authorized body Please give details	
(a)	Name & Address of the Organization Registered with-	
(b)	Registration No.	
(c)	Date of Registration	
(d)	Date till which Registration is valid	
(e)	Whether registered for items for which tender has been submitted	
14	Whether enlisted with Central Procurement Organization (e.g. DGS & D) (For Indian Agents representing Foreign Principal).	
15	Has your firm ever been blacklisted by the Govt. or any other authority? If so, please give details and reasons thereof.	
16	If blacklisted & revoked give details of the same.	
17	Are you Income Tax payee? If so, please furnish the following details-	
(a)	PAN/TAN	
(B)	TDS Accounts, if any	
(c)	GST Registration No.	

Declaration

I/We do hereby declare that the entries made above are true to the best of my / our knowledge and belief. I/We do also confirm that I/ We have read and understood the terms and conditions of the Tender document and agree to abide by the same in all respects.

I/We undertake to communicate promptly to Survey of India all the subsequent changes in condition affecting the accuracy of the details given above. Further I/We undertake that in case the facts/ information furnished, as above is/ has been found false, the SOI may be at its absolute discretion reject/ cancel any assignment, if any, awarded / agreed to be awarded to me / us and in such case I / We shall not be entitled to claim any damages/ whatsoever in regard to that assignment.

Signature of Proprietor/ Director/ Managing
Director/ Constituted authority of the Firm with Stamp.

Place:

Name:

Date:

Designation

CERTIFICATE TO BE PRODUCED BY THE BIDDER

WHILE SUBMITTING TECHNICAL BID

I/We on behalf of the Tendering Agency, hereby offer this Tender for supply of **Map Litho Paper 90 GSM \pm 2.5 % (Thickness 108 micron \pm 02); Size 66 cm x 86 cm (sheet) in FINANCIAL BID** after having read and understood the various Terms and Conditions of the Tender document and on accepting them unconditionally. I/We also declare that this offer shall be binding on us and shall remain valid for consideration for **180 days from the date of opening of FINANCIAL BID.**

I/ We on behalf of the Tendering Agency hereby declare that I/We have fully read & understood the various technical requirements/ specifications as mentioned in Annexure – B of the Tender Document (Tender No. 712/36-A-5(EPG) Dated 09-08-2018) and hereby declare that we shall supply the Map Litho Paper as per the required Technical Specification and other requirements without any deviation.

Place:

Date:

Signature of the Proprietor/Authorized
representative(s) of the Firm with designation and
office / Firm stamp

Documents in TECHNICAL BID COVER		Uploaded
1	Tender Fee (Non Refundable) Rs.500/- (DD)	Yes/No
2	EMD for Rs.50,000/- (FDR/Bank Guarantee)	Yes/No
3	Valid GST Registration Certificate. If exempted from GST, relevant documents	Yes/No
4	Certified copy of PAN/TAN of Firm	Yes/No
5	Income Tax returns, Audited Balance Sheets and Annual Turnover Certificates for last three financial years.	Yes/No
6	Valid proof of quantity of Map Litho papers supplied during last three years (from respective consignees)	Yes/No
7	List of organizations to whom supplies were made during the past three years with quantity of Map Litho Paper supplied	Yes/No
8	500 (Five Hundred) full size sheets of Map Litho paper ion size 66 cm X 86 cm, 90 GSM (+)2.5%, long grain as sample.	Yes/No
9	Analytical/Lab Test Reports of samples provided by the Bidder	Yes/No
10	Authorization Letter from the Firm to sign the Tender Documents by the signatory	Yes/No
11	Certificate of authorization from Manufacturer, in case the Bidder is Dealer/Distributor.	Yes/No
12	Annexure F, G, H.	Yes/No

Place:

Date:

Signature of the Proprietor/Authorized representative(s) of the Firm with designation and with office / Firm stamp