

**ODISHA ELECTRICITY REGULATORY COMMISSION
PLOT-4, CHUNOKOLI, SHAILASHREE VIHAR,
BHUBANESWAR-751021
PBX: (0674) 2721048, 2721049
FAX: (0674) 2721053, 2721057

ADM/51/

Date: .05.2018

TENDER NOTICE

Sealed tenders in two part bid basis are invited from intending Printers/Firms having minimum 3 years of experience in printing of Annual Reports/Souvenir/Journal etc for **printing of Compendium of Tariff Order of OERC for the FY 2018-19 latest by 21.05.2018**. Details are available in our website www.orierc.org.

(S. K. Rout)
OSD (P&A)

Copy forwarded for information & necessary action to:

1. PAO, OERC for Publication of the Tender Notice in two Oriya Dailies & one English Daily.
2. Jt. Director (IT), OERC for putting the notice along with tender documents in the OERC website.
3. Notice Board.

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E-mail: orierc@rediffmail.com
Website: www.orierc.org



Together, let us light up our lives.

**TENDER SPECIFICATION FOR PRINTING OF
COMPENDIUM OF TARIFF ORDERS OF OERC
For the Year 2018-19**

Cost of Tender Paper: Rs.500.00

TENDER FORM

TENDER SPECIFICATION NO. OERC ADMN/51(II)/

To

The OSD (P&A),
Odisha Electricity Regulatory Commission,
Plot-4, Chunokoli, Sailashree Vihar,
Bhubaneswar-751021.

Sir,

We have gone through the above tender specification together with general terms and conditions therein.

1. We hereby offer to print the Compendium of Tariff Order of OERC for the year 2018-19 complete in all respects as per the specification and general conditions at the rates offered in the attached schedule of rate (Annexure – III) of the tender.
2. We hereby undertake to complete the job within the time specified in the tender.
3. We certify that we have purchased a copy of tender document/submitted the cost of tender paper along with the tender.

The particular of payment towards purchase of tender paper is Rs.500.00:

- (i) Draft/Bankers Cheque/AT par Cheque _____
dt. _____ drawn on _____ Bank.
- (ii) OERC money receipts No. _____ dated _____ .

**SIGNATURE OF THE TENDERER
WITH OFFICE SEAL**

**ODISHA ELECTRICITY REGULATORY COMMISSION
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Tender-Admn.-51(II)/

**General Terms & Conditions for Printing of OERC Compendium of Tariff Order
for the Year 2018-19**

Sealed offers in two part bid basis are invited by the OSD (P&A) on behalf of “Odisha Electricity Regulatory Commission, Bhubaneswar – 751021” from reputed Printers/Firms having minimum 3 years of experience in printing of Annual Reports/Souvenir/Journal of Central Govt. Organizations for printing of Compendium of Tariff Order of OERC for the Year 2018-19.

1. SCHEDULE DATES:

Due date and time for sale/submission/opening of tender. The tender paper can be downloaded from the OERC website:www.orierc.org. However, tenderers are required to submit the cost of tender paper along with the Part-I tender in shape of Bank Draft/Bankers Cheque infavour of “**OERC FUND**”, Payable at Bhubaneswar while submitting the tender documents. The Part-II tender will only contain the Price bid (Annexure-III) in a separate envelope. The price bids of the tenderers who qualify in the technical bid, only will be opened at a date to be intimated over telephone.

Description	Date	Time
Sale of the tender paper from	04.05.2018 to 21.05.2018	10 AM to 5 PM on all working days
Submission of the tender paper	Up to 21.05.2018	3 PM
Opening of the tender paper	21.05.2018	03.30 PM

2. The Part –I (Technical bid) in **Annexure – I & II** and Part-II (Price bid) in **Annexure-III** should be kept in separate sealed envelopes. Both the envelopes (Technical bid and Price bid) should be kept in a bigger envelope, which should be double sealed and super scribed on the cover as “**Tender for Printing of Compendium of Tariff Order of OERC for the Year 2018-19 to be opened on 21.05.2018 at 03.30 PM**” in the presence of tenderers or their authorized representatives, if they so desires.

- 3.**
- (a) Tender should be submitted in person or by Registered post.
 - (b) Fax or telegraphic tender will not be accepted.
 - (c) Conditional Tender will not be accepted.
 - (d) OERC takes no responsibility for any loss/delay/non-receipt of application/tender, sent by post or by any other arrangement.

4. **Validity:**
The tender should be valid at least for a period of **180 days** from the date of opening of tender (Part-II), or else tender will be rejected.
5. **EMD :**
The tenderers are to deposit an amount of **Rs.2,000/-** (Rupees two thousand) only in shape of Bank Draft/Bankers Cheque drawn in favour of “**OERC FUND**” Bhubaneswar, towards the EMD along with the tender. The EMD of the unsuccessful tenderer will be returned after finalization of the tender. The EMD of the successful tenderers will be forfeited if the tenderer fails to execute the order. The EMD with OERC will not carry any interest.
6. **Document supporting experience:**
The tenderers shall furnish the following documents indicating name of the institution especially State Govt./Central Govt./Autonomous Organizations where they have executed similar work in support of their experience. Minimum period of experience should not be less than 3 years. Apart from this, the following “**Authenticated documents should be submitted along with tender**”.
- i) **Proof of successfully executing similar works continuously in the last 3 years for State Govt./Central Govt./Autonomous Organizations.**
 - ii) **Attested copy of Income Tax PAN Card.**
 - iii) **Attested copy of Service Tax Registration Certificate.**
- Apart from this, the tenderer has to submit the form in **Annexure-I & II** (Technical bid) & **Annexure- III** (Price bid) after duly filled in along with sample copy of papers to be used for printing in the technical bid.
7. **Price:** The tenderer shall furnish unit rates for each item of printing on FOR destination basis at OERC Office, Chunokoli, Sailashree Vihar, Bhubaneswar. GST applicable on each item, may be quoted separately, if any. The rate of GST should be indicated in the quotation pertaining to each item. The price quoted shall remain firm.
8. **Submission of the offer:**
The rate should be quoted strictly as per the proforma in **Annexure-III**. Quoting in any other proforma or elsewhere, will not be entertained.
9. **Printing & Delivery of the Tariff Order:**
- (i) The material to be printed in the Compendium of Tariff Order may be obtained from Director (Tariff), OERC in the form of a hard copy along with the soft copy after receipt of work order.
 - (ii) The printer is required to submit a proof copy of the material along with the cover design to the Director (Tariff), OERC for necessary scrutiny & approval.
 - (iii) After getting approval, the final printing of Annual Report may be done within 7 days of receipt of approved materials.

- (iv) The work will be completed within 15 days time from the date of issue of order. The Tariff Orders have to be supplied to this office after completion of printing as per the specification within the specified time.
- 10. Penalty for late delivery:** In the event of delay in delivery of Tariff Orders, penalty at the rate of ½% (half percent) of the offered value for each week of delay, subject to maximum of 5% of the total value of the incomplete/undelivered materials, will be levied & recovered.
- 11.** In case of failure by the printer to fulfill his contractual obligations, the OERC reserves the right to cancel the work order.
- 12. RIGHT TO ACCEPTANCE OR REJECTION OF TENDERS:**
OERC reserves the right to accept or reject any or all tenders (either wholly or partly) without assigning any reason thereof.
- 13. PAYMENT OF BILLS:**
Bills shall be submitted to the undersigned in **triplicate** for pass and payment. Payment will be released only after successful supply of Tariff Order as per the tender specification & in full quantity of the order and after verification of the materials. No part payment will be made. Any defect found shall rectified/replaced by the supplier at their own cost. The Accounts Officer, OERC, Bhubaneswar is the Paying Officer. Tax, if any, shall be deducted at source as per the provision of the Income Tax Deptt., Govt. of India.
- 14.** All the pages of the tender documents should be signed & stamped (office seal) by the tenderer along with the corrections if any and all the supporting documents must be signed by the tenderer before submission.
- 15. ARBITRATION:**
In the event of any dispute/confusion/clarification arising out of this contract, the same shall be referred to the **Secretary**, OERC, Bhubaneswar or any arbitrator appointed by him after due notice and in the event of such as appointment, the award of the arbitrator shall be final and binding. The venue of arbitration will be Bhubaneswar.
- 16. JURISDICTION OF COURT:**
Suits if any, arising out of the contract shall be filed by either party in a court of law to which the jurisdiction of Hon'ble Court of Orissa extends.
- 17.** Each page of the tender documents should be signed by the tenderer.

OSD (P&A)

Annexure – I

A. Documents submitted

	Yes	No	Remarks
Proof of experience of 3 years submitted			
Attested copy of Income Tax PAN Card submitted (Please indicate PAN No.)			
Attested copy of GST registration certificate submitted (Regn. No.)			
Agreed to all the clauses of this specification			
EMD Amount (Details to be given) submitted Draft/Pay Order No. & Date			

B. APPLICATION FORMAT

Sl.No	Particulars	Details
1	Name of the Printer/Firm	
2	Address:- Office	
3	Address:- Press	
4	Year of Establishment	
5	Infrastructure available (Own Setup)	
(i)	Multi Colour Printing Machine	
(ii)	Plate making Setup	
(iii)	Binding Setup	
6	Own DTP Setup	
7	Experience in Printing of Journals/Souvenir of size, more than 400 pages each:- [-To be in the field for a minimum period of 3 years. -Name of the Organizations for which printing works have been executed.]	

Signature of the Tenderer

Full name of the Tenderers

**Seal of the establishment
Place:**

Annexure – II

TECHNICAL SPECIFICATION

<u>Sl.No.</u>	<u>Particulars</u>	<u>Parameters</u>	<u>Remarks</u>
1.	Total number of pages	- 450 to 500 (Tentatively)	
2.	Size of pages	- 1/4 (Demy Size)	
3.	Quantity	- 450 Nos. (Approximately)	
4.	Covers -	(i) Paper – 220 GSM Art Paper with multi Colour (ii) Printing – Multi Colour with lamination. Cover writing should be both in English & Oriya.	
5.	Inner Printing -	(i) Multi Colour – 20 Pages (100 GSM Art Paper) (ii) Bi-Colour - Balance pages	
6.	Inner Paper -	90 GSM Bond Paper	
7.	Binding -	Section sewing with cover Pasting.	

We are agreed to print the Compendium of Tariff Order – 2018 -19 as per the above specification. We are also submitting herewith the sample copy of papers to be used in the printing for Cover Board, Colour Pages & Other Pages.

Date:

Signature of Authorized Person
(Seal of the Firm)

Annexure – III

Price bid

Please quote/offer price/rate against each item of work described in the technical bid & furnish segregation of cost of printing, other things if any.

<u>Sl.No.</u>	<u>Particulars</u>	<u>Price</u>
1.	Text Setting	
2.	Inner processing and printing (Other pages)	
3.	Cost of Inner other paper	
4.	Cost of Inner multi colour processing & printing	
5.	Inner Art Paper	
6.	Cover processing, printing & lamination	
7.	Cover Board Cost	
8.	Binding Charges	
9.	Others, if any.	
10.	Taxes & duties, if any.	

Grand Total Cost :
(In figure & words)