

**ORISSA ELECTRICITY REGULATORY COMMISSION  
BIDYUT NIYAMAK BHAVAN, UNIT – VIII  
BHUBANESWAR – 751 012  
PBX : (0674) 2393097, 2396117  
FAX : (0674) 2395781, 2393306  
\*\*\*\*\***

**ADM/70(II)/ 1239 Date: 12.07.2011**

**TENDER NOTICE FOR PRINTING**

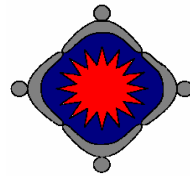
Sealed tenders in two part bid basis are invited from intending Printers/Firms having minimum 3 years of experience in printing of Annual Reports/Souvenir/Journal etc for **printing of Annual Report of OERC for the FY 2010-11 latest by 05.08.2011.** Details are available in our website [www.oriarc.org](http://www.oriarc.org).

(K.S. Biswal)  
**Dy. Director (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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Together, let us light up our lives.

**TENDER SPECIFICATION FOR PRINTING OF  
ANNUAL REPORT OF OERC  
For the Year 2010-11**

Cost of Tender Paper: Rs.312.00 (Rs.300.00 + VAT @4%)

# **TENDER FORM**

## **TENDER SPECIFICATION NO.OERC ADMN./70/2011**

To

The Dy. Director (Pnl. & Admn.),  
Orissa Electricity Regulatory Commission,  
Bidyut Niyamak Bhawan, Unit-VIII,  
Bhubaneswar – 751012.

Sir,

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

1. We hereby offer to print the Annual Report of OERC for the year 2010-11 complete in all respects as per the specification and general conditions at the rates offered in the attached schedule of rate (Annxure – III) of the tender.
2. We hereby undertake to complete the job within the time specified in the tender.
3. We certified that we have purchased a copy of tender document/submitted the cost of tender paper along with the tender.

The particular of payment purchase of tender paper is :

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

**SIGNATURE OF THE TENDERER**

**ORISSA ELECTRICITY REGULATORY COMMISSION**  
**BIDYUT NIYAMAK BHAVAN**  
**UNIT – VIII, BHUBANESWAR – 751 012**  
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**Tender-OERC/Admn.-70/**

**General Terms & Conditions for Printing of OERC Annual Report for the Year  
2010-11**

Sealed offers are invited by the Dy. Director (Personnel & Administration) on behalf of “Orissa Electricity Regulatory Commission, Bhubaneswar – 751012 from reputed Printers/Firms having minimum 3 years of experience in printing of Annual Reports/Souvenir etc for printing of Annual Report of OERC for the Year 2010-11.

**1.0 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](http://www.orierc.org). However, tenderers are required to submit the cost of tender paper along with the tender in shape of Bank Draft/Bankers Cheque while submitting the tender documents.

<b>Description</b>	<b>Date</b>	<b>Time</b>
Sale of the tender paper from	15.07.2011 to 05.08.2011	10 AM to 5 PM on all working days
Submission of the tender paper	Up to 05.08.2011	2 PM
Opening of the tender paper, Part-I	05.08.2011	03.30 PM

2.0 The tender should be double sealed and super scribed on the cover as “**Tender for Printing of Annual Report of OERC for the Year 2010-11 to be opened on 05.08.2011 at 03.30 PM**” in the presence of tenderers or their authorized representatives, if they so desires.

- 3.0 (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.

**4.0 Validity:**

The tender should be valid at least for a period of **180 days** from the date of opening of tender, or else tender will be rejected.

## **5.0 EMD :**

The tenderers are to deposit an amount of Rs.1,000/- (Rupees One thousand) only in shape of Bank Draft/Bankers Cheque drawn in favour of “Orissa Electricity Regulatory Commission” 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.

## **6.0 Document supporting experience:**

The tenderers shall furnish the following documents indicating name of the institution specially State Govt./Central Govt./Govt. undertaking/reputed 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 in the last 3 years from any Govt./PSU/Reputed Organisations.**
- 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** after duly filled in.

**7.0 Price:** The tenderer shall furnish unit rates for each item of printing on FOR destination basis at OERC Office, Bidyut Niyamak Bhawan, Unit-VIII, Bhubaneswar. Sales Tax/VAT applicable on each item may be quoted separately, if any. The rate of sales Tax/VAT should be indicated in the quotation pertaining to each item.

## **8.0 Submission of the offer:**

The rate should be quoted strictly as per the proforma in **Annexure-III**.

Quoting in any other proforma or else where, will not be entertained.

**9.0 Printing & Delivery of the Tariff Order:**

- (i) The material to be printed in the Annual Report may be obtained from undersigned in the form of a hard copy along with the soft copy after receipt of work order.
- (ii) The work will be completed within 15 days time from the date of issue of order. The Annual Report have to be supplied to this office after completion of printing as per the specification within the specified time.
- (iii) The printer is required to submit a proof copy of the material along with the cover design to the undersigned, OERC for necessary scrutiny & approval.
- (iv) After getting approval, the final printing of Annual Report may be done within 7 days of receipt of approved materials.

**10.0 Penalty for late delivery:** In the event of delay in delivery of materials, 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 in-complete/undelivered materials, will be levied & recovered.

11.0 In case of failure by the printer to fulfill his contractual obligations, the OERC reserves the right to cancel the work order.

**12.0 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.

**13.0 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 Annual Report 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 be 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 Government.

14.0 The price quoted shall remain firm.

15.0 All the pages of the tender documents should be signed by the tenderer along with the corrections if any and all the supporting documents must be signed by the tenderer before submission.

16.0 **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.

17.0 **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.

**Dy. Director (Pnl. & Admn.)**

**Annexure – I**

**A. Documents submitted**

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

**B.**

**APPLICATION FORMAT**

<b>Sl.No</b>	<b>Items</b>	<b>Details</b>
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:**

**Date:**



**Annexure – II**

**TECHNICAL SPECIFICATION**

1. Total number of pages - 200 (Approximately)
2. Size of pages - 1/4 (Demy Size)
3. Quantity - 500 Nos.
4. Covers Board -
  - (i) Paper – 220 GSM Art Paper with multi Colour Lamination.
  - (ii) Printing – Multi Colour with lamination. Cover writing should be both in English & Oriya.
5. Inner Printing -
  - (i) Multi Colour – 8 Pages (100 GSM Art Paper)
  - (ii) Bi-Colour - 192 Pages (Approx), 90 GSM Bond Paper.
6. Binding - Section sewing with cover Pasting.

We are agreed to print the Annual Report of OERC FY 2010-11 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)