

**ORISSA ELECTRICITY REGULATORY COMMISSION  
BIDYUT NIYAMAK BHAVAN, UNIT – VIII  
BHUBANESWAR – 751 012  
PBX : (0674) 2393097, 2396117  
FAX : (0674) 2395781, 2393306  
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**ADM/83/6271 Date: 26 .06.2010**

**TENDER FOR PRINTING**

Sealed tenders are invited from intending Printers/Firms having minimum 3 years of experience in printing of Annual Reports/Souvenir etc for **printing of OERC Regulations latest by 06.07.2010. Details are available in our website [www.orierc.org](http://www.orierc.org).**

(K.S. Biswal)  
**Dy. Director (P&A)**

**Copy forwarded for information & necessary action to:**

1. PAO, OERC for Publication in two Oriya Dailies.
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  
REGULATIONS OF OERC**

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

# **TENDER FORM**

## **TENDER SPECIFICATION NO.OERC ADMN./05/2009**

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 Regulations of OERC, 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 certified 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 :

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

**SIGNATURE OF THE TENDERER  
WITH OFFICE SEAL**

**ORISSA ELECTRICITY REGULATORY COMMISSION**  
**BIDYUT NIYAMAK BHAVAN**  
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**OERC-ADM/83/\_\_\_\_\_ Dtd. \_\_\_\_\_**

Sealed tenders 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 experience in Printing of Annual Reports/Souvenirs etc. for Printing of Regulations of OERC.

**1. Due date & Time for Sale/Submission/Opening of Tender:**

<b>Description</b>	<b>Date</b>	<b>Time</b>
Sale of the tender paper from	25.06.2010 to 05.07.2010	5 PM
Last date for submission of the tender paper	26.07.2010	2 PM
Opening of the tender paper	06.07.2010	3.30 PM

**The tender papers can also be downloaded from our website [www.orierc.org](http://www.orierc.org). However, the cost of tender paper i.e. Rs.312/- (Rupees three hundred twelve) only is to be paid along with the submission of tender in shape of Cash/DD/PO.**

**2. Submission of offer:**

The offer should contain two separate envelopes. The duly filled in application format (Annexure-I) & Technical specification (Annexure-II) should be in one sealed envelope & the price bid (Annexure-III) in another sealed envelope. The two separate sealed envelopes should be kept in one bigger envelope and should be double sealed and super scribed on the cover as **“Tender for Printing of OERC Regulation to be opened on 06.07.2010 at 3.30 PM”** in the presence of tenderers or their authorized representatives, if they so desires. All the pages of the tender document along with corrections, if any, and relevant supporting documents must be signed by the bidder or their authorized signatory along with his official seal before submission.

- 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, send by post or by any other arrangement.

**4. Validity:**

The tender should be valid for a minimum period of **120 days** from the date of opening of tender, or else tender will be rejected.

**5. EMD :**

The tenderers are to deposit an amount of Rs.1,000/- (Rupees One thousand) only in shape of Bank Draft/At par 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. Price:** The price should be quoted separately and strictly as per proforma i.e. **Annexure-III**. It shall remain firm. Offers should be on Unit rates for each item of supply on FOR destination basis at OERC Office, Bidyut Niyamak Bhawan, Unit-VIII, Bhubaneswar. The rate of Sales Tax/VAT applicable on each item may be quoted separately. Quoting in any other proforma will not be entertained.

**7. Delivery of the materials:**

The soft copy and hard copy of the materials will be supplied by DD (P&A), OERC. The printer should submit a proof copy of the Regulation to OERC within 7 days from the date of receipt of soft copy of the material. The proof copy will be re-submitted to the printer, after correction, if any, for final printing. The printer will design the cover page and submit it for approval by OERC.

The materials as per the technical specification have to be supplied within 15 days from the issue of the printing order.

**8. 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.

**9. PAYMENT OF BILL**

Payment will be released only after completion of the printing works of the Regulations to the satisfaction of OERC and successful supply of the same. Bill in triplicate shall be submitted to Dy. Director (P&A) who in turn, after verification of the same will forward it to the Accounts Officer, OERC, who will make arrangement for pass & payment of the bill. The Accounts Officer, OERC, Bhubaneswar is the Paying Officer. He will ensure deduction of Tax, if any, from the supplier's bill while making payment.

**10. Documents to be submitted:** The tenderer is required to submit the following documents along with tender paper.

- (i) Proof of successfully Printing of Annual Report/Souvenir of any Govt./PSU/Reputed organizations in the state of Orissa during the last 3 years.
- (ii) Copy of Income Tax, Pan Card.
- (iii) Copy of Vat/Tin registration/clearance certificate.
- (iv) Proof of payment of cost of tender paper & EMD.

**11. ARBITRATION & JURISDICTION OF COURT:**

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 such appointment and the award of the arbitrator shall be final and binding. The venue of arbitration will be Bhubaneswar. 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.)**

**APPLICATION FORMAT**

1. Name of the Printer/Firm :
2. Detail Address with Phone/Fax No. :
3. Name & Address of the proprietor :
4. Printing Press Address,  
Phone No. & Fax No. :
5. PAN No. :
6. Sales Tax/Vat Regn. No. :
7. Details of payment of : (i) Amount (Cash/DD/PO)  
Cashe/DD/P.O./(Cost of (ii) If DD/PO, Bank's Name :  
Tender Paper) Date :
8. Details of EMD : No. :  
Date :  
Bank Name :  
Amount :

Place:  
Date:

**Signature of the Authorised Person  
(Seal of the Organisation)**

## Annexure – II

### TECHNICAL SPECIFICATION

1. Total number of pages - 400 (Approximately)
2. Size of pages - 1/4 (Demy Size)
3. Quantity - 400 Nos. (Approximately)
4. Covers -
  - (i) Paper – 220 GSM Art Paper with multi Colour Printing – Multi Colour with lamination. Cover writing should be both in English & Oriya.
  - (ii)
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.



## **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.

<b><u>Sl.No.</u></b>	<b><u>Particulars</u></b>	<b><u>Price</u></b>
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)