

E-Tender Notice

Sealed tenders are invited for printing and supply of various Registers/Records/Forms etc. in bilingual form for official use of ANIIDCO.

The tender document can be obtained from Senior Manager (P&A) ANIIDCO Ltd, Vikas Bhawan, Sri Vijaya Puram on all working days upto 5:00 PM on 28/11/2024 on free of cost or it may download from the website of <https://andaman.nic.in> & <https://aniidco.and.nic.in/>

The last date for receipt of sealed tenders at Vikas Bhawan 3.00 PM on 29/11/2024 which will be opened on the same day at 3:30 PM in presence of the tenderers or their authorized representatives, if any, present at the time of opening tenders.

The General Manager, ANIIDCO reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


General Manager (P&A)
ANIIDCO Ltd.,

(F.No.5-17/ANIIDCO/2024-25/2457)

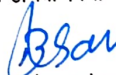
निविदा सूचना

अंडमान तथा निकोबार द्वीपसमूह समन्वित विकास निगम लिमिटेड (अनिडको), पोर्टब्लेयर द्वारा कार्यालय में प्रयोग में लाए जा रहे. विभिन्न प्रकार के रजिस्टर/रिकॉर्ड/फॉर्म आदि को द्विभाषी रूप में मुद्रण एवं आपूर्ति हेतु मुहरबंद निविदा आमंत्रित है।

मदों की सूची तथा-निबंधन एवं शर्तें दिनांक 28.11.2024 तक सायं 5:00 बजे तक सभी कार्य दिवसों के दौरान वरिष्ठ प्रबन्धक (का.एवं.प्रशा.), अनिडको, विकास भवन पोर्टब्लेयर से निःशुल्क प्राप्त किया जा सकता है अथवा वेब साइट <https://andaman.nic.in> और <https://aniidco.and.nic.in/> से डाउन लोड कर सकते हैं ।

मुहरबंद निविदा विकास भवन, श्री विजया पुरम में जमा करने की अंतिम तिथि दिनांक 29.11.2024 को 3:00 बजे तक निर्धारित की गई है, जिसे - उसी दिन सायं 03:30 बजे निविदादाताओं या उनके प्राधिकृत प्रतिनिधिगण के समक्ष खोला जाएगा ।

निगम के महाप्रबंधक के पास किसी भी निविदा को स्वीकार करने अथवा बिना कोई कारण बताए रद्द करने का अधिकार सुरक्षित होगा ।


महाप्रबंधक (का. एवं प्रशा.)
अनिडको

(फा.सं. 5-17 / अनिडको / 2024-25/2454)



अण्डमान तथा निकोबार द्वीपसमूह समन्वित विकास निगम लिमिटेड
(सरकारी उपक्रम)

**ANDAMAN AND NICOBAR ISLANDS
INTEGRATED DEVELOPMENT CORPORATION LTD**

(A Government undertaking)
CIN:UN74999AN1988SGC000028, GSTIN: 35AACCA4070B1ZB

Name of Tender: - Tender for supply of printing items in bilingual form for official use of ANIIDCO Ltd., Sri Vijaya Puram

TERMS AND CONDITIONS:

1. Sealed tenders superscripted "Tender for supply of printing items to ANIIDCO Ltd., Sri Vijaya Puram addressed to the General Manager (P&A), A&N Islands Integrated Development Corporation Limited, Sri Vijaya Puram should be placed in the tender box kept in the office at Vikas Bhawan, Sri Vijaya Puram before **3.00 PM on 29/11/2024**. Unsigned and delayed tenders will summarily be rejected.
2. (a) The schedule for supply of printing items for which tenders are invited is enclosed herewith (**Annexure-A**). Tenderers shall quote their rate for all items as per the schedule attached with the tender document.
(b) The EMD for the tenders and the actual dates with reference to the tender are as given below:-

1.	Closing date & time for issue of tender documents	5:00 PM on 28/11/2024
2.	Closing date & time for the submission of tender documents	3:00 PM on 29/11/2024
3.	Date & time for opening of tender	3:30 PM on 29/11/2024
4.	EMD Prescribed	Rs. 30,000/-

3. The tender should be in two bids viz:

- a. Technical bid
- b. Financial Bid

4. Eligibility Criteria:

- a. Tender must be a owner of printing press and printing press should be registered with Government or have license for such printing press.
- b. Tenderer must have experience in undertaking printing works for Govt./ Public Sector Undertaking/ Autonomous body during the last three years as on 31/03/2024.

5. The technical bid should contain the following documents.

- a. Copy of Registration Certificate of printing press with Govt. Department.

- b. Copy of evidence/supply order regarding experience in undertaking printing works for Govt. /Semi Govt. Departments during the last 03 years as on 31/12/2023.
- c. EMD in the form of DD/FDR, Banker cheque or Call Deposit of Rs. 30,000/- drawn in favour of ANIIDCO Limited, Sri Vijaya Puram.
- d. Copy of PAN Card.
- e. GST Registration copy if applicable.
- f. Sample piece of the papers to be used for printing the items shall be enclosed duly sealed and signed with date by the tenderer.

If any of above document is not submitted with technical bid then tenderer will be disqualified. However, the Corporation reserves the right to ask additional clarification/documents.

- 6. The technical and financial bid should be submitted separately in sealed covers and put in one sealed cover. Technical bid must contain EMD. Documentary proof of experience etc. as mentioned under S. No. **4 (b)**, while the financial bid must contain the rate to be offered as per format enclosed at **Annexure-A**. Evaluation of tender shall be done for each item separately based on the rates and quality, item-wise basis and the lowest tenderer for each item shall be awarded the contract. If the technical bid and financial bid are not sealed separately, the tender will be summarily rejected. Financial bid of only those tenderers qualifying in the technical bid shall be opened later on.
- 7. Specimen of the items to be printed may be inspected in Vikas Bhawan, ANIIDCO during working hours upto 29/11/2024.
- 8. The tender should be accompanied by an EMD for Rs. 30,000.00 by way of call deposit/ fixed deposit receipt/bank guarantee in favour of ANIIDCO Ltd, payable at Sri Vijaya Puram from any of the nationalized/ scheduled Bank at Sri Vijaya Puram. The EMD shall remain valid for a period of 60 days beyond the Contract validity period. Tenders submitted without EMD will be summarily rejected.
- 9. The EMD of unsuccessful tenderers will be released after finalization of the tender and the EMD of successful tenderers will be returned after submitting performance guarantee or completion of contract period.
- 10. The EMD will be forfeited to the Corporation accounts If the tenderer withdraws his tender or fails to furnish the performance guarantee within the stipulated time prescribed.
- 11. Rate should be quoted for all items separately as per schedule of printable items (**Annexure-A**) and specify the quality of paper to be used for printing against each of the items.

12. The contract will be valid for a period of two years from the date of issue of work order, which may be extended for a further period of one year as may be mutually agreed upon at the same tendered rates and terms & conditions subject to approval of the Competent Authority.
13. The tender rates should remain valid for a period of 180 days from the date of opening of tenders. The rates quoted in the tender should be inclusive of all charges such as paper cost, transportation charges, labour charges, bilingual printing charges etc. and delivery upto Vikas Bhawan, ANIIDCO, Sri Vijaya Puram except GST which will be paid at applicable rate from time to time.
14. Conditional tenders are liable to be rejected.
15. The contractor shall deliver the required quantity of the printing items to Vikas Bhawan, ANIIDCO Ltd., Sri Vijaya Puram within 15 days of issue of supply order on as and when required basis failing which penalty of 2% per week of value of the supply order/bill subject to maximum Rs. 5000/- shall be charged and recovered from their bill, in case supply is not made within the stipulated time.
16. The items to be supplied should be in bilingual format as per specimen and it will be rejected, if size, quality of paper and the printing is found to be unsatisfactory. The proof of printing materials shall be got approved from the Sr. Manager (P&A) of the Corporation before going for final printing against all supply orders.
17. If the contractor fails to supply the indented items as per requirement within the stipulated time, the items shall be printed/ procured from the open market and difference amount if any shall be recovered from the contractor's bill/security deposit.
18. The contract is liable to be cancelled without any notice, if there is breach of any of the terms & conditions of the contract.
19. The payment will be made after supply of items and receipt of pre-receipted bill in duplicate alongwith delivery challan duly acknowledged by concerned staff of ANIIDCO in Vikas Bhawan.
20. TDS shall be recovered as per rules in force if applicable.
21. The successful tender shall execute a contract agreement within 10 days from the date of issue of work order in non-judicial bond paper worth Rs. 10/- for the said purpose.
22. The terms & conditions of the tenders and rates quoted in the schedule of printable items (**Annexure-A**) shall be treated as part of Agreement.
23. The contractor shall furnish Bank guarantee @ 3% of contract value as performance security, failing which 5% of bill value shall be deducted from the

running bills besides retaining of EMD, which will be returned offer expiry of the contract period.

- 24.** On expiry of the contract, the contractor shall have to continue the supply of printing items as per the same rates, terms and conditions till finalization of new contract.
- 25.** In case the agreement is terminated by the contractor before the completion of the contract period, the Corporation shall forfeit the performance security.
- 26.** All disputes relating to this tender shall be referred to sole arbitrator to be appointed by the Managing Director, ANIIDCO.
- 27.** All disputes arising out of this contract shall be subject to jurisdiction of court at Sri Vijaya Puram.
- 28.** In respect of any matter for which no provision has been made in this contract the provisions contained in the general instruction of the Government on the subject shall apply.
- 29.** The General Manager (P&A), ANIIDCO, Sri Vijaya Puram reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


General Manager (P&A)
ANIIDCO

(F.No. 5-17/ANIIDCO/2024-25/2475)

ANEXXURE-A**SCHEDULE OF PRINTABLE ITEMS**

Sl.No.	Description	Qty. required (Aprox.)	Rate	GST%	Total Amount
	ADMIN SECTION				
1	Stock register with index (contain 200 pages)	40 nos.			
2	Petrol Indent book with counter folio (1+2) 100 pages in each book	2500 nos.			
3	Attendance register (100 pages) Std. size	500 nos.			
4	Peon Book (100 pages)	250 books			
5	Log book (200 pages)	200 books			
6	Cloth coated cover (40 cm x 30 cm)	4000 nos.			
7	Cloth coated cover (30cmx26cm)	1000 nos.			
8	Envelope (28cmx12cm)	6000 nos.			
9	Envelope (16cmx10cm)	1000 nos.			
10	File cover	5000 nos.			
11	Service Book (Std. Qty.) with leave account 52 pages including front & back cover	1000 books			
12	Asset Register with index	25 books			
13	Forms of Application of Earned Leave (Hindi/English) 200 pages in each pad	300 pads			
14	Daily sale proceed single 100 pages	100 books			
15	Duty slip (vehicle) 100 pages in AM4 size with centre per purification	100 pads			
16	Note Sheet	1000 nos.			
	DOLPHIN RESORT				
1	Receipt book (1+2)	200 nos.			
2	Advance Receipt Book (1+2)	200 nos.			
3	Asset Register (1)	05 nos.			
4	Circulating Register (1)	15 nos.			
5	Consumable Register (1)	10 nos.			
6	Log book (DG set) (1) 200 pages	15 nos.			
7	Registration Card	300 nos.			
	HORNBILL NEST				
1	Receipt Book	100 nos.			
2	Advance Receipt Book	100 nos.			

3	Horn bill Nest Envelope	3000 nos.			
4	Breakfast Coupon	20 books			
5	Registration Card	100 books			
6	Guest Feedback Form`	30 books			
7	Guest Registration Card	50 books			
8	Gate Pass, Horn Bill Nest	30 books			
9	F&B Feedback Form	50 books			
10	Indent Book for Hornbill Nest	300 nos.			
11	Stock Register (Megapode Resort)	50 nos.			
12	Stock Register (200 pages)	50 nos.			
	ACCOUNTS SECTION				
1	Cash Balance Report Annx-1 (100 Forms)	300 forms			
2	Forms for Assets-Annex-II	300 forms			
3	Remittance Slip (100 pages)	300 forms			
4	LTC/TA Bill from (100 pages)	200 books			
5	Receipt Book (Cash Section (1+2))	200 books			
	MILK PLANT				
1	Cash bill (1+1) Milk Supply Scheme (each book contain 200 pages)	250 books			
2	Daily Milk Sales Account (1+2) each book contain 150 pages	250 books			
3	Milk delivery challan (1+2) each book contains 200 pages	250 books			
	IMFL DIVISON				
1	Cash memo for 800 bills in each book & 8 bill in each page (1+1)	1000 books			
2	Gate Pass (1+2) 100 pages in each book	800 books			
	Total				

GST will be extra as applicable from time to time