

No. D29016/01/2010-11(Ptg Paper)
Dated : 15.09.2010

To

Sub : Limited tenders invited for lifting Maplitho paper from HPCL Assam
for Census 2011 2nd Phase - Limited Tender No LT –16 / 2010

Limited tenders are invited for lifting paper from HPCL Assam for 2nd phase of Census 2011 as per technical specification (annexure-I). Delivery of Maplitho paper will be made directly to Government Presses of Maharashtra state as per annex-I

Quotation along with Earnest Money Deposit in sealed cover addressed to the Director, Director of Census Operations, Maharashtra, Exchange Building, Sir Shiv Sagar Ram Gulam Marg, Ballard Estate, Mumbai 400 001 should reach the above address by Speed Post / Courier / Registered Post or may be dropped in the Tender Box on or before 3.00 pm of 24-09-2010. Quotations received after stipulated time and date will be rejected. Quotations will open at Director of Census Operations, Maharashtra Mumbai on date 24-09-2010 at 5.00pm.

The envelope should be super scribed with, "to lift Maplitho paper for phase-II of Census 2011" along with Quotationer's name, address, phone and fax number. A copy of Terms and Conditions is attached herewith which should be signed and sent along with the quotation. The Department at the time of award of work under the contract, reserves the right to decrease or increase the work by up to 25 % of the total quantum of work specified in the schedule of requirements without any change in the rates or other terms and conditions.

The successful tenderer is responsible to lift Maplitho paper for phase-II of Census 2011 with specifications as stated in Annexure I. The tender will be summarily rejected without E.M.D.

The undersigned reserves the right to reject any or all the quotations without assigning any reason.

Dy. Director of Census Operations
Maharashtra Mumbai

**Directorate of Census Operations, Maharashtra,
Exchange Building, Sir Shiv Sagar Ram Gulam Marg,
Ballard Estate, Mumbai 400 001**

No. D-29016/01/2010-11(Ptg Paper)

Dated : 15.09.2010

Limited Tender Notice

Director of Census Operations, Maharashtra, Mumbai invites properly sealed Tender for lifting of Maplitho Paper for 2nd Phase of Census 2011

Tender No	Name of Items Estimated	Cost	EMD
LT – 16 / 2010	Limited tenders are invited for lifting of Maplitho paper for 2 nd Phase for Census 2011 to deliver at Printing Press of Maharashtra as per Annexure-I	7,00,000/- (Approximately)	15000/-

Last date of submission of Tender 24.09.2010 up to .3:00 pm

Opening date of Tender : 24.09.2010 at 5:00 pm

Director of Census Operations, Maharashtra, reserves the right to accept the lowest quotation or any quotation without assigning any reason for rejecting any or all the quotations.

Dy. Director of Census Operations
Maharashtra Mumbai

Section – I
INFORMATION ABOUT TENDERER
(To be furnished with the tender)

1. Name of the Firm :

2. Registered Address :

3. Sole proprietary or partnership firm :

4. Telephone/Telex/Fax No. :

5. Name of sole Proprietor / Partners/Directors :

6. Permanent Income Tax No. :

7. Sales Tax registration No. Central and State

8. Brief profile of the company

9. Annual turn over :

Signature of Tenderer

DECLARATION - I

I / we hereby declare that I / we have carefully gone through the terms and conditions of the Tender Notice Limited Tender No LT –16 / 2010 Dated : 13.09.2010 in detail and agree in full to abide by these terms and conditions.

(1) Signature of the party :
Full Name (In block letters)

Capacity in which the
Tender is signed
(Rubber stamp is required)

(2) Full Address :
Telephone No. :

Tender No. :
Dated :13.09.2010
Issued to :

DECLARATION-I

(To be signed by the Tenderer)

I/We hereby declare that my/our firm has/have not been declared debarred for taking part in tender any where. I/We am/are aware that any breach of this condition would result in immediate termination of contract/cancellation of the existing contract/contracts and also forfeiting of my/our security deposit held by Director of Census Operations, Maharashtra.

Signature of Tenderer

Name of the Tenderer
(Capacity in which signing)

Station:
Date:

DECLARATION – III

(To be signed by the Tenderer)

I/We hereby declare that none of my/our relatives are employed in any capacity in Director of Census Operations, Maharashtra. I/We shall also intimate the name of the person(s) who is/are working with us in any capacity or is/are subsequently employed by us and who are near relatives to any officer in Directorate of Census Operations, Maharashtra. I/We am/are aware that any breach of this condition would result in immediate termination of contract/cancellation of the existing contract/contracts and also forfeiting of my/our security deposit held by Directorate of Census Operations, Maharashtra.

NOTE: The term "near relatives" means wife/husband/parents & grand parents/children & grand children/brothers/sisters/ uncle/ aunts/cousins and their corresponding in-laws.

Signature of Tenderer

Name of the Tenderer
(Capacity in which signing)

Station :
Date :

Terms & Conditions

1. 100 % of the payment shall be made by cheque on completion of work satisfactorily by the consignee. For claiming 100% of the payment, the following documents are to be produced before paying authority.
 - i) Invoice/Bill
 - ii) Delivery Challan.
 - iii) Supplier certificate for dispatch.
 - iv) Signature of the receiving authority on receipt of such material is received in quantity in good condition.
 - v) Copy of the work order.
2. Satisfactory work completion certificate issued by the organization against experience of similar work containing all the information furnish by tenderer
3. Vehicle covered under motor vehicle act
4. Site Visit:- The Tenderer, at the Tenderer;s own responsibility, cost and risk, is encouraged to visit and examine the place of origin & destination. Obtain all information that may be necessary for preparing bid and entering into contract for execution of the works. The cost of visiting the site shall be the tenderer's own expense
It shall be deemed that the tenderer has visited the site/area and got fully acquainted with working conditions and other prevelant conditions and fluctuations thereto whether he actually visit the site/area or not and has taken all the factors into account while quoting his rate
5. Bid Validity : Validity period of the tenders shall be 6 months
6. All duties, taxes and other levies payable by the tenderer under contract, or any other cause as applicable on the last date of submission of tender, shall be included in the rates , prices and total Bid price submitted by the tenderer. All incidents, overheads etc. as many be attendant upon execution and completion of works shall also be included in the rates , prices and the total Bid price submitted by tenderer
7. Time Response: All the material is to be supplied without fail within a minimum period of 10 days from the date of issue of order.
8. A penalty of 1.5% on the total amount of each order shall be imposed for each week delay after stipulated delivery period subject to a maximum of 9% in case the delay exceeds four weeks, the contract will be terminated and security deposit will be forfeited.
9. The vehicle should be exclusively for carry the paper and no other articles should be loaded in truck used for carrying of paper.
10. The vehicle should be direct and point to origin to destination. No unloading and loading should be done in transit.
11. The tenderer should furnish complete information of the vehicle (Driver name & Mobile name) from paper mill at the time of loading vehicle and should inform about the location of the vehicle on daily basis to the office of the directorate of Census operations
12. **Performance Security:** The successful Tenderer awarded with the job shall be required to deposit Performance Security equivalent to 10% of the total value of the supply order rounded up to next thousand within seven days from the date of receipt of supply order, in the form of Account Payee Demand Draft/Pay Order/Banker's Cheque /Bank Guarantee from a Nationalized/Scheduled Commercial Bank in favour of "**The Director of Census Operations, Maharashtra Mumbai**" payable at Mumbai. On request of the Tenderer, the Earnest Money Deposit (EMD) will be adjusted against the Security Deposit payable by the tenderer and tenderer shall deposit the balance amount in the prescribed mode and specified time limit. If the Security Deposit is not paid within time specified, the Earnest Money Deposit of the tenderer shall be forfeited. In such case, DCO Maharashtra shall be entitled to get the work executed from elsewhere and recover the consequential loss sustained from the tenderer due to getting the work executed either through some other tenderer or through the tenderer selected through the process of re-tendering. **The "Performance Security", shall be released by DCO Maharashtra after the successful completion of work.** No interest will be payable for "Performance Security". In the event of non-providing the services, the Performance Security

shall be forfeited to the extent that the work has not been done in conformity to the specified order and to the satisfaction of the (DCO Maharashtra).
I have gone through the Terms and Conditions thoroughly and they are acceptable to me.

Stamp & Signature of the Tenderer

List Documents Attached:-

- 1) EMD (as specified in the form of Account Payee Demand Draft/Pay Order/Banker's Cheque/Bank Guarantee from any Nationalized/Scheduled Bank drawn in favour of " The Director of Census Operations, Maharashtra Mumbai "payable at "Mumbai";
- 2) Copies of Income Tax Returns for 2007-08, 2008-09,2009-10
- 3) Photocopy of PAN card
- 4) A copy of latest Sales Tax/VAT clearance certificate duly self-attested/stamped;
- 5) Copies of work orders for similar work done
- 6) Copy of the Registration Certificate of the Firm;
- 7) Self Certificate, duly signed by the tenderer that the tenderer is not currently blacklisted by DCO Maharashtra, ORGI or any other Central Government/State Government Department / Public Sector Undertakings;

Sl. No.	Name of the Items
1	To Lift Maplitho Paper From M/s Hindustan Paper Corporation Limited, Contact person Chief Exeutive Officer, Nagaon Paper Mill(NPM), P. O. Kagaj Nagar, Dist. Morigaon, Assam- 782413.

Delivery Stations for Maharashtra state

List of Press of Government of Maharashtra

Sr No.	Address of Press	Metric Tonnes
1	Government Centralised Press, Mumbai	38
2	Government Photozinc Press, Pune	19
3	Yerwada Jail Press, Pune	38
4	Government press and Library, Nagpur	38
5	Central Jail Press, Nagpur	12
6	Government of India Printing Press, Gandhi nagar, Nashik	37
	Total	182

PRESCRIBED PERFORMA FOR FINANCIAL BID.

With Reference to Tender Notice _____ Dated _____, the per unit rate (inclusive of taxes, transportation etc.) and total cost for our Bid quantity is as given below:

Item for which Financial Bid being submitted To Lift Maplitho papers from Assam to Maharashtra		Per Unit Rate (all inclusive) (In both figures & Words)		
From	To	Road FRT(Rs.) per MT	Insurance per MT/Rs. (Approx)	Grand Total (Rs.) Inclusive all taxes
M/s Hindustan Paper Corporation Limited, Contact person Chief Executive Officer, Nagaon Paper Mill(NPM), P. O. Kagaj Nagar, Dist. Morigaon, Assam- 782413.	Government Centralised Press, Mumbai			
	Government Photozinc Press, Pune			
	Yerwada Jail Press, Pune			
	Government press and Library, Nagpur			
	Central Jail Press, Nagpur			
	Government of India Printing Press, Gandhi nagar, Nashik			
Total				

I agree to the terms and conditions as mentioned in the Tender Notice **Limited Tender No LT -16 / 2010** Dated 03.09.2010 issued by the Government of India, Office of the Director of Census Operations, Maharashtra Mumbai. The Item, for which the Financial Bid is being submitted, is as per the specification specified in the Tender Notice

Signature.....
Name.....
Name of the Manufacturer / Supplier.....
Stamp.....