

कार्यालय / Office
वन सूचना विज्ञान प्रभाग
Forest Informatics Division
दौसं. 331 Diary No.....
दिनांक 24-10-17 Dated.....

Two Bid Tender Document

Annual Rate Contract For Printing And Binding 2017-18



Forest Research Institute
P.O. New Forest
Dehradun-248006

2017-18



Forest Research Institute
(Indian Council of Forestry Research & Education)
P.O. New Forest, Dehradun – 248006, Uttarakhand
Phones : 0135-2224205, 2224285 Website : www.fri.res.in

NOTICE INVITING TENDER

Re-tender Notice No. FRI/P&P/05-24/2017-18

ANNUAL RATE CONTRACT FOR PRINTING & BINDING

Online tenders on behalf of Director, FRI Dehradun are invited for entering into Annual Rate Contract for Printing & Binding from the reputed firms having minimum 05 years experience of designing and layout of high quality for composing, printing and binding of various scientific & technical publications, extension literatures and other publications in form of Book, Magazine, Bulletin, Training Manual, News Letter, Leaflet etc. in Multicolour as well as in Black & White.

Events	Important date/ time	Venue
Published Date	24-10-2017 at 5.00 PM	Newspaper/FRI and CPP portal
Bid document download	24-10-2017 at 6.00 PM	Central Public Procurement Portal (CPPP)
Due date for pre-bid conference	30-10-2017 at 11.00 AM	Purchase Section, Main Building, FRI
Bid submission start date	01-11-2017 at 3.00 PM	CPP portal
Bid submission end date	22-11-2017 at 3.00 PM	CPP portal
Opening date of technical bids	23-11-2017 at 3.00 PM	CPP portal / Purchase Section Main Building, FRI
Opening date for financial bids	It will be decided after technical evaluation	CPP portal

For details www.fri.res.in and CPPP site <https://eprocure.gov.in/eprocure/app>

PURCHASE OFFICER

Chapter-I

Notice Inviting Tenders (National Competitive Bidding)

Forest Research Institute
(Indian Council of Forestry Research & Education)
Post- New Forest, Dehra Dun – 248006, Uttarakhand, India

Phone: 0135-2224205; 2224285 Fax: 0135-2756865

Website: www.fri.res.in Email: po_fri@icfre.org

Re-TENDER NO: FRI/P&P/05-24/2017-18

1. Online bids are invited on single stage two bid systems for Annual Rate Contract for Printing and Binding 2017-18. Manual bids shall not be accepted.
2. Bid/Tender documents may be downloaded from FRI web site www.fri.res.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the tender critical date sheet given below :

CONTENT OF TENDER PAPER

THIS PAPER INCLUDES THE FOLLOWING DOCUMENTS:-

1. Notice Inviting tender (Chapter I)
2. Instructions to bidders (Chapter -II)
3. Conditions of contract (Chapter III)
4. Evaluation of price bids (Chapter IV)
5. Price Schedule (Chapter V)
6. Contract form (Chapter VI)

Purchase Officer



Chapter-II

Instructions to Bidders

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Tenderer/Bidder are advised to follow the instructions provided in the "Instructions to the Tenderer/Bidder" for the e-submission of the bids online through the Central Public procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>

Hardcopies of EMD & Tender Fee OR its exemption certificate with specimen sample papers not less than A-3 size and printed sample material must be reached in the prescribed form on or before the last date/time of online submission of the bid.

Not more than one tender shall be submitted by one tenderer/bidder having business relationship. Under no circumstances will father and his sons(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

Stores are required to be delivered to the consignee. positives/negatives of the scanning alongwith C.D. etc. to be submitted to the consignee at the time of delivery of the printed materials.

Inspecting officer is consignee or his authorized representative or Incharge, Printing and Publication Branch, F.R.I., Dehradun-248006.

Printing Presses with well established with Offset Printing Machines, Plate making and Binding facilities in their Registered address only will be eligible for consideration.

The tender should be accompanied by a sample of printed material including colored, photographs in respect of rate quoted by the firm for description of articles otherwise tender will not be considered.

Fall clause:

- (a) The price charges for the stores supplied by the contractor should not exceed the lowest price at which the contractor sells stores of identical description to the other persons during the period of the contract.
- (b) The purchaser reserves the right to enter into parallel rate contract simultaneously.
- (c) The purchaser reserves the right to place ad-hoc contracts simultaneously.
- (d) The Institute reserves the right to terminate contract by giving one month's notice to the firm with whom the rate contract is signed.

Tenderer/bidder who has downloaded the tender from the www.fri.res.in and Central Public procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, **shall not temper/modify the tender form including downloaded price bid template in any manner.** In case if the same is

found to be tempered/modified in any manner, tender will be completely rejected and EMD shall be forfeited and tenderer/bidder is liable to be banned from doing business with FRI in future.

The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country. Nationality must be disclosed by the supplier.

All Goods (brand new) and Related Services to be supplied under the Contract shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

The Purchaser (FRI) requires compliance with its policy in regard to corrupt and fraudulent practices as set forth in **Annexure-I**.

Prices shall be quoted as specified in each Price Schedule (BOQ) as provided. The disaggregation of price components is required solely for the purpose of facilitating the comparison of bids by the Purchaser. This shall not in any way limit the Purchaser's right to contract on any of the terms offered. Prices shall be entered in the following manner:

For Goods manufactured in India:

- (i) The price of the Goods quoted EXW (ex-works, ex-factory, ex warehouse, ex showroom, or off the-shelf, as applicable), including all excise duty and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the Goods to be quoted in BOQ;
- (ii) Any Sales tax/VAT and other taxes payable on the Goods to be quoted in BOQ, if the contract is awarded to the Bidder; and
- (iii) The price for inland transportation, insurance, and other local services required to deliver the Goods to their final destination (Project Site) as specified in the Bid document to be quoted in BOQ.

Intending tenderers/bidders are advised to visit again FRI website www.fri.res.in and CPPP website <https://eprocure.gov.in/eprocure/app> at least 3 days prior to closing date of submission of tender for any corrigendum / addendum / amendment.

Bids will be opened as per date/time as mentioned in the **Tender Critical Date Sheet**.



Check List

Item No	Qualifying documents	Yes/No	Page No.
1.	Tender fee/ Exemption certificate		
2.	EMD in shape of FDR /EXEMPTION certificate		
3.	Signed and scanned copy of AUTHORIZATION certificate, if applicable		
4.	Signed and scanned copy of PAN card		
5.	Signed and scanned copy of TENDER ACCEPTANCE LETTER as per tender		
6.	Signed and Scanned copy of GST/REGISTRATION certificate, whichever applicable		
7.	Signed and Scanned copy of Affidavit of PARTNERSHIP DEED , if applicable		
8.	Signed and Scanned copy of AUDITED BALANCE SHEET of last three years		
9.	Signed and Scanned copy of affidavit in non-judicial stamp paper of Rs 10/- by the firm that it has NEVER BEEN BLACK-LISTED/DEBARRED/BANNED by any Govt. Department/ Public sector must be attached along with the Bid, failing which the Bid shall be rejected.		
10.	A proof of having own establishment of offset or digital printing with modern infrastructure and other facilities at Dehradun. The institute committee may visit the premises of the bidder to verify the above infrastructure and other facilities. In case of non availability of the above the technical bid will not be considered by the Institute		
11.	The bidding agency should be in existence since last three years and a signed copy of proof of which should be submitted.		
12.	Scanned and signed copy of users' list and supportive documents from the users for the satisfactory performance and after sales service which shows ATLEAST THREE YEARS EXPERIENCE of the firm for the supply/provide of similar type of goods/ services.		
13.	Scanned and signed copy of information about suitably TRAINED TECHNICAL STAFF along with WELL ESTABLISHED SERVICE NETWORK must be furnished, if applicable.		
14.	The bidding agency should have experience for printing of Scientific/Technical publications for Govt./PSU. The agency should have published different reports on Scientific/Technical publications for Govt./PSU. during last 3 years.. They should provide hard copy of the printed reports along with copy of the purchase orders.		
15.	Signed copy of recent publications of minimum 100 pages with print line.		
16.	Scanned and signed copy of TENDER DOCUMENT		
17.	Signed copy of Specimen sample papers not less than A-3 size.		

Note:

1. It is compulsory to fill the above check list.
2. The document should be submitted/uploaded online in CPP portal in the above order of the check list and place the check list as cover page with pagination of documents.
3. In the absence of any of the above documents, the bid shall be rejected.
4. Hardcopies of EMD & Tender Fee OR its exemption certificate must be reached in the prescribed form on or before the last date/time of online submission of the bid. In case, who have already been submitted the EMD and Tender Fee in previous (1 time tender) Tender ID (2017_ICFRE_233896_1) opened on 26.09.2017, they not need to submit it again.
5. The additional terms & condition/guidelines given in the notification No.2-1/2016-IFD Dated 10th July 2017 will also be consider during the evaluation of tender at the different stage.

Conditions of Contract

Submission of Tender

The tender shall be submitted/uploaded online in Two parts, viz., Technical Bid and Price Bid.

The offers submitted by Hardcopy/Fax/email shall not be considered. No correspondence will be entertained in this matter.

All the pages of the bid being submitted/uploaded must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

Pre-bid conference:

A pre-bid conference will be arranged with the end users for finalization/clarification of technical specifications of the equipment. Bidders are requested to take part in the Pre-Bid Conference at scheduled date and time. The suggestions given by the bidders in the form of phone, email, FAX, etc. will not be entertained. The bidder must be present in Pre-Bid Conference, if bidder requires any change/modification in Bid Document. The change/modification will be incorporated in the Bid Document suggested by the bidder after the open discussion among the end user, other interested bidders and the committee members. The modified specifications, if any, after Pre-bid conference will be available at the cpp portal. After Pre-bid conference no changes will be accepted in the desired specifications. If no party attends the Pre-bid conference then listed specifications will be considered as final.

Cover 1. Technical Bid

The additional terms & condition/guidelines given in the notification No.2-1/2016-IFD Dated 10th July 2017 will also be consider during the evaluation of tender at the different stage.

Following documents are to be furnished by the Tenderer/Bidder along with Technical Bid as per the tender document:

Qualifying documents:

- i) **Tender fee:-The tender form downloaded from above web sites must include Rs.590/- (Five hundred ninety including service charges 18% GST) by crossed Demand Draft in favour of Director, FRI as tender fee submitted by post / hand to Purchase Officer, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.**

- ii) Earnest Money Deposit (EMD) **Rs. 20,000/-(Twenty thousand only)** should be submitted as **FDR** in favors of Director, Forest Research Institute, Dehradun by post / hand to Purchase Officer, Forest Research Institute, Dehradun-248006 on and before the end date of bid submission, and the scanned copy of the same should be uploaded in the Portal.
- iii) Signed and scanned copy of Authorization certificate, if applicable
- iv) Signed and scanned copy of PAN Number.
- v) Signed and scanned copy of Tender Acceptance Letter.
- vi) Signed and scanned copy of GST / Registration, whichever applicable.
- vii) Signed and scanned copy of Affidavit of partnership deed, if required
- viii) Signed and scanned copy of audited Balance sheet of last three years.
- ix) Signed and scanned copy of affidavit in non-judicial stamp paper of Rs 10/- by the firm that it has never been black-listed / debarred / banned by any Govt. Department / Public sector must be attached along with the Bid, failing which the Bid shall be rejected.
- x) Signed and Scanned copy of complete technical details/specification of the quoted items with make and model of all systems, sub systems and additional items mentioned in the technical bid. brochures/original catalogue with other literature and write-ups should be uploaded as proof.
- xi) Scanned and signed copy of users' list and supportive documents from the users for the satisfactory performance and after sales service which shows atleast three years experience of the firm for the supply/provide of similar type of goods/ services.
- xii) Scanned and signed copy of information about suitably trained technical staff along with well established service network must be furnished.
- xiii) Scanned and signed copy of tender document.
- xiv) A proof of having own establishment of offset or digital printing with modern infrastructure and other facilities at Dehradun. The institute committee will visit the premises of the bidder to verify the above infrastructure and other facilities. In case of non availability of the above the technical bid will not be considered by the Institute.
- xv) The bidding agency should be in existence since last three years and a signed copy of proof of which should be submitted.
- xvi) The bidding agency should have experience for printing of Scientific/Technical publications for Govt./PSU. The agency should have published different reports on Scientific/Technical publications for Govt./PSU. during last 3 years.. They should provide hard copy of the printed reports along with copy of the purchase orders.
- xvii) Signed copy of specimen sample papers not less than **A-3** size to be submitted in each items should be attached with the technical bid.
- xviii) Signed copy of recent publications of minimum 100 pages with print line.

Note: During the preparation of technical proposal, in addition to technical details of the equipment along with scanned copies of **original catalogue and other literature** and information as required in the list of the 'Qualifying Documents' of the bid document must be uploaded in CPP Portal as signed and scanned copy.

Hardcopies of EMD & Tender Fee OR its exemption certificate must be reached in the prescribed form on or before the last date/time of online submission of the bid. In case, who have already been submitted the same in previous (I time tender) Tender ID (2017_ICFRE_233896_1) opened on 26.09.2017, they not need to submit it again.



Cover 2. Price Bid

Hard copies of technical bid along with necessary downloaded and sample specimen should not be submitted physically to the Purchase Section FRI Dehradun. The financial proposal must be uploaded in the Schedule of price bid in the form of BoQ_1.xls separate for each item online only in CPP portal. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, VAT/Sales Tax/Trade Tax (whether provincial or Central), other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly. Prices must be quoted F.O.R. Dehradun. **The Price bid undertaking and Schedule of price bid in the form of BoQ_1.xls must be filled as per format given in Chapter –V: Price Bid Schedule.**

Proposal Evaluation

The additional terms & condition/guidelines given in the notification No.2-1/2016-IFD Dated 10th July 2017 will also be consider during the evaluation of tender at the different stage.

Clarification of Bids

To assist in the examination, evaluation, comparison of the bids, and qualification of the Bidders, the Purchaser, at its discretion, may ask any Bidder for a clarification of its Bid. The Purchaser's request for clarification and the response shall be in writing by post/email/fax etc. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. No change, including any voluntary increase or decrease, in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors noticed by the Purchaser in the Evaluation of the bids.

If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.

Unresponsive bids

The bids will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions, etc. as prescribed in the Bid Document. The bids are liable to be treated as non-responsive and will be rejected if bidder does not upload qualifying and technical documents as required in the Bid Document.

Minor Informality/Irregularity/Non-Conformity

If during the preliminary examination, the purchaser find any minor informality and/or irregularity and/or non-conformity in a bid, **the purchaser may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the bidders.** Wherever necessary, the purchaser will convey its observation on such 'minor' issues to the bidder asking the bidder to respond by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that bid may be ignored.

A two-stage procedure will be adopted in evaluating the proposals.

- (i) **Evaluation of Qualifying Documents:** Tenders shall be scrutinized and evaluated by the Technical Committee or a Committee constituted by competent authority with reference to parameters prescribed in the Bid document. First of all, the qualifying and technical documents of the bid will be checked and in absence of any of qualifying / technical documents, the bid will be rejected. The firm who qualify on the basis of qualifying and technical documents will be consider for financial evaluation.
- (ii) **Financial evaluation:** Financial bids of only qualified bidders on the basis of qualifying and technical documents shall be opened online for further scrutiny and evaluation on a date notified. Financial evaluation will be made by the committee for taking the three samples of books as mentioned in Chapter IV and determining the total cost of all these three books for the rate quoted by the firm in BOQ.

The purchaser shall evaluate the technically qualified financial bids for deciding lowest bidder (L-1) on the basis of ultimate landing cost. **Wherever, against a requirement, both indigenous as well as imported offers are received,** the offers for imported stores will be evaluated on the basis of the total landed cost after loading the custom duty and other levies, etc as may be applicable from time to time for taking purchase decision.

General Terms & Conditions

The offer will be subject to the following terms and conditions: -

1. The goods to be supply must be **BRAND NEW** only.
2. The bidder needs not to submit technical and financial bid physically. However, EMD and Tender Fee must be reached physically on or before the end date/time of the tender by hand/post otherwise bid will not be entertained.
3. Please note that FRI, Dehra Dun has Custom Duty Exemption and Excise Duty Exemption Certificate. This may be kept in consideration while quoting the rates.
4. The stores are required to be delivered in full and within 90 days/or time given in Supply Order after acceptance of the offer. If supplier asks for extension, it should be within the validity period and penalty as liquidated damage shall be charges @ 0.5% per week or 2% per month up to the maximum of 10% of the bidding cost in the extension period. It may be waived in unavoidable circumstances with the approval of competent authority.
5. The offer should be firm and open for acceptance till 120 days from the stipulated date of opening. Price escalation will not be allowed.
6. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, GST/Other Taxes/Charges. if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly.
7. Freight, forwarding charges, if any, should be mentioned in the offer. In case of import being done by this institute, the FOB prices should be mentioned. The stores are required to be delivered to the consignee concerned and the consignee will do inspection and verification of the goods.
8. Indian vendor shall quote prices on F.O.R. destination (sites of consignee) basis and Payment to Indian supplier shall be paid in Indian rupees only.
9. The Indian bidder supplying imported goods shall quote in Indian Rupees only if purchase order to be placed to them. It is the responsibility of Indian firm to pay custom duty, etc. FRI shall not be responsible for custom clearance. Prices quoted by the tenderer shall remain firm and fixed during the contract.
10. Foreign bidders supplying imported goods directly from abroad shall quote prices on FOB value basis in any freely convertible currencies.
11. Foreign bidder may quote in INR towards allied service in India to be taken by their local partner. Any firm in India (agent/ authorized supplier /dealer/ subsidiary/ integrators/Distributors/ Stockist, etc of their foreign principal) quoting prices in foreign currency and payment has to go to his foreign principal, the Indian firm shall not be paid in foreign currency in such cases.
12. No bid should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the bidder.
13. Full specifications, details and information regarding the articles to be supplied, such as make, size, etc. along with scanned copies of **original catalogue** or certified copies of original catalogue etc. to be furnished with the offer.
14. The list of users of goods of similar or same nature in the country should also be enclosed.
15. Normal terms of payment will be 100% payment within 30 days after receipt and acceptance of goods in satisfactory working condition after installation. If training is also the part of the offer, 20% payment will be released after the training. Generally no advance payment is

made. If it is essential in cases of maintenance contract /AMC, the advance payment will not exceed by 50% of the contract. It shall be paid after receiving the 110% Bank Guarantee. Other terms of payment should be clearly spelt in the offer. The LC will be opened in case of imported equipments quoted in the foreign currencies.

16. The tender should accompany a DEMAND DRAFT/FDR of value as indicated in tender as Earnest Money (EMD), payable to the Director, Forest Research Institute, Dehradun, which will be refunded, without interest, if the offer is not accepted. In case the offer is accepted but not honored by the tendered; the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender to influence the tender cost.
17. The Bidder should also specify regarding Dealership/Proprietary item and copy of the latest certificates from the principal should be produced with the tender.
18. The tenderer should quote on their printed letter-head paper, indicating thereon GST Registration No., Fax No., Telex No., Telephone No., E-mail, etc.
19. Variation in quantity is limited to 30% with the approval of competent authority. The reduction in the cost of the additional quantity of the goods/services will be 1% of the tender value.
20. Two year onsite comprehensive WARRANTY for all the items and works to be given OR (as specified in specifications).
21. All goods and related services to be supplied under the contract shall have their origin in India or any other country with which India has not banned trade relations. The term "origin" used in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.
22. Any or all Bidder can be rejected by the Director, FRI without assigning any reason. It cannot be challenged in any court. Disputes, if any, will be under the jurisdiction of Dehradun Court, Uttarakhand, India.
23. In case the opening dates of bid and pre bid conference is declared holiday, the dates will be shifted to next working day.
24. Dispute, if any will be under the jurisdiction of Dehradun Court, Uttarakhand, India.
25. The committee will visit the premises of the press of technically qualified bidders for verification of claim made in qualifying documents. Any wrong information given in qualifying and technical documents by bidders, the bid will be rejected.
26. The additional terms & condition/guidelines given in the notification No.2-1/2016-IFD Dated 10th July 2017 will also be consider during the evaluation of tender at the different stage.

Important: EMD and tender fee should also be submitted physically along with all documents before end date and time of bid submission in Purchase Section, Forest Research Institute, Dehradun, otherwise bid shall be rejected. Hardcopies of Financial bid need not to be submitted physically. They only submitted online in CPP portal.

Evaluation of Price Bid

Price bids submitted by the bidders in the form of BOQ will be evaluated on the basis of calculation of the estimate of three sample books as given below.
(Samples are available at FRI Printing Press)

Sample-1

Estimated cost for Printing & Binding of the Publication

Entitled: Forestry Inventors for Ganga-Vol. II

No. of copies: 300

Size-A-4

Pages-272+cover (4 colour book)

1. Cover

a. Designing	@	2 Pages	Rs.
b. Printing Charges	@	1 Plates	Rs.
c. Scanning Charges	@	416 Sq. Inch	Rs.
d. Lamination	@	300 No. of copies	Rs.
e. UV Printing Charges	@	1 Plate	Rs.

2. Printing in 4 colours

a. Composing/Type setting	@	272 Pages	Rs.
b. Designing	@	272 Pages	Rs.
c. Printing Charges	@	34 Plate	Rs.
c. Scanning Charges	@	28288 Sq. Inch	Rs.

3. Binding Perfect

@	300 copies	Rs.
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4. Papers

a. Imported Art Card Mat t Size 22"x28" 300 GSM 150 Sheet	@	per Sheet	Rs.
b. Imported Art Paper/Mat Size 23x36 100 GSM 10 Ream 100 Sheet	@	per Ream	Rs.

Total Rs.

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Sample-2

Estimated cost for Printing & Binding of the Publication

Entitled: Environment & Forests News Digest Vol. 17 No. 2 March – April 2016

No. of copies- 300

Size-A-4

Pages- 164 (B/W) +cover

1. Cover

a. Designing	@	3 Pages	Rs.
b. Printing Charges	@	1 Plates	Rs.
c. Scanning Charges (2.75 per sq. Inch)	@	312 Sq. Inch	Rs.
d. Lamination	@	300 No. of copies	Rs.

2. Printing of Text Black & White

a. Composing/Type setting	@	21 Plates	Rs.
	@	164 Pages	Rs.

3..Binding (Perfect)

@Rs	300 copies	Rs.
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4. Papers

a. Indian Art Card Gloss/Mat Size 22x28 300 GSM	150 Sheet @	per Sheet	Rs.
b. Maplitho Paper Size 23x36 90 GSM 6 Ream	150 Sheet @	per Ream	Rs.

Total Rs.

Sample-3

Estimated cost for Printing & Binding of the Publication

Entitled: Medicinal plants in India: An Assessment of their Demand and Supply

No. of copies: 300

Size-A-4

Pages-424+8 page end paper +cover (4 colour book)

1. Cover

a. Designing	@	2 Pages	Rs.
b. Printing Charges	@	1 Plates	Rs.
c. Scanning Charges	@	208 Sq. Inch	Rs.
d. Lamination	@	300 No. of copies	Rs.
e. UV Printing Charges	@	1 Plate	Rs.

2. Printing in 4 colours

a. Composing/Type setting	@	424 Pages	Rs.
b. Designing	@	428 Pages	Rs.
c. Printing Charges	@	54 Plate	Rs.
d. Scanning Charges	@	37664 Sq. Inch	Rs.

3. Binding Perfect Hard Bound with Section Sewing @

300 copies Rs.

4. Papers

a. Indian Art Card Gloss/Mat	Size 20"x30"	170 GSM	180 Sheet	@	per Sheet	Rs.
b. Indian Art Paper Gloss/Mat	Size 20"x30"	135 GSM	180 Sheet	@	per Sheet	Rs.
c. Indian Art Paper Gloss/Mat	Size 23"x36"	130 GSM	18 Ream 300 Sheet	@	per Ream	Rs.

Total Rs. -

Chapter-V

Price Schedule

(a) **Price bid undertaking:** The format of Price bid undertaking as given under:

From: (Full name and address of the Bidder)

To,

The Director
FRI, Dehradun

Dear Sir/Madam,

I submit the price Bid for **Annual Rate Contract of printing and binding 2017-18** and related activities as envisaged in the Bid document.

I have thoroughly examined and understood all the terms and conditions as conditions as contained in the Bid document, and agree to abide by them.

I offer to work supply the quoted item at the rates as indicated in the price Bid, Annexure IV inclusive of all applicable taxes except Service Tax.

Yours Faithfully,

Signature of authorized Representative

(b) Schedule of price bid in the form of BoQ_1.xls

The prices should be quoted only in BoQ_1.xls available in the cpp portal.

The below mentioned Financial Proposal/Commercial bid format is provided as BoQ_1.xls along with this bid document at <https://eprocure.gov.in/epublish/app>. Bidders are advised to download at this BoQ_1.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned from doing business with Forest Research Institute.

1. The rates, taxes, charges, etc. should be quoted as per BoQ.
2. All taxes, fees, levies, etc. and any revision in the statutory taxes/fees, etc will be the responsibility of the Bidder.
3. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
4. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

Authorized Signatory
(Signature of the Authorized Person)

Chapter-VI

Agreement/Contract Form

TENDER ACCEPTANCE LETTER (To be given on Company Letter Head)

Date:

To,

Director
Forest Research Institute
Dehradun-248006

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Name of Tender / Work:

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) name _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organisation too have also been taken into consideration, while submitting this acceptance letter
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred / banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)



Annexure-I

Policy of Forest Research Institute, Dehradun (FRI) against the Corrupt and Fraudulent Practices

FRI strictly adheres to its policy against corruption and requires that bidders and their agents, subagents, sub-contractors, suppliers, etc. shall not indulge in any kind of corrupt practices, fraudulent practices, collusive practices, coercive practices, obstructive practices or other kinds of corruption declared as crimes under Indian law.

- a) If bidder or their agents, subagents, sub-contractors, suppliers etc. are found, directly or indirectly, involved in such practices, bid or agreement and execution thereof at any stage may be rejected or cancelled as the case may be by the FRI and besides it, FRI may initiate legal actions including civil and criminal proceeding.

For the purpose of this provision the terms are defined as follows:

- (i) "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;¹
- (ii) "Fraudulent Practices" is any act or omission including a misrepresentation which knowingly or recklessly made to mislead another party to obtain financial or other benefit or to avoid an obligation;²
- (iii) "Collusive Practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;³
- (iv) "Coercive Practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;⁴
- (v) "Obstructive Practice" is deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or

¹ For the purpose of this sub-paragraph, "another party" refers to a public official acting in relation to the procurement process or contract execution. In this context, "public official" includes FRI staff and employees of other organizations taking or reviewing procurement decisions.

² For the purpose of this sub-paragraph, "party" refers to a public official; the terms "benefit" and "obligation" relate to the procurement process or contract execution; and the "act or omission" is intended to influence the procurement process or contract execution.

³ For the purpose of this sub-paragraph, "party" refers to participants in the procurement process (including public officials) attempting either themselves, or through another person or entity not participating in the procurement or selection process, to simulate competition or to establish bid prices at artificial, non-competitive levels, or are privy to each other's bid prices or other conditions.

⁴ For the purpose of this sub-paragraph, "party" refers to a participant in the procurement process or contract execution intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation.

- b) Besides actions under clause (a) FRI may also take action to blacklist /banned such bidder either indefinitely or for a specified period.