

NOTICE INVITING TENDER

EMPLOYMENT NEWS (Publications Division)

Ministry of Information and Broadcasting, Government of India
East Block-IV, R.K. Puram, New Delhi - 110 066.

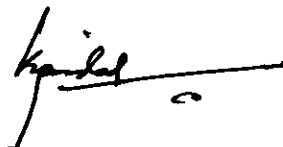
TENDER FOR SUPPLY OF NEWSPRINT PAPER

Sealed tenders are invited on prescribed form under "Two Bid system" from PSU / Private newsprint producing mills for monthly purchase of Newsprint on one years' Rate Contract basis, for printing of our weekly journal 'Employment News / Rozgar Samachar'.

1. Office of Issue : Employment News, Level-5, East Block-IV, R.K.Puram, New Delhi-110066.
2. Cost of Tender : Rs.2,500/-
3. Last date and time of sale of tenders : 12.00 Noon on 27.02.2013
4. Last Date and Time for receipt of tenders : 3.00 P.M. on 27.02.2013
5. Date and Time for opening "Technical Bids" : 3.30 P.M. on 27.02.2013
6. Specifications for Newsprint : Newsprint should conform to BIS-IS-11688-1999 reaffirmed December, 2005 as amended up-to-date.

SL. No.	Characteristic	Requirements
1	Reel Width	81.5 Cms. (\pm 3 mm)
2	Grammage	46 GSM (\pm 4 %)
3	Brightness, percent. (ISO) (%), <i>Min</i>	56.0 (special requirement)
4	Opacity, percent, (%) <i>Min.</i>	90.0
5	Smoothness (Bendtsen) ml/min. <i>Max.</i> Top Side Wire Side	250 300
6	Porosity, ml/ min, <i>Max</i>	700 (special requirement)
7	Tensile Index, N.m/g <i>Min.</i> MD CD	35 18 (special requirement)
8	Tear Index, mN. M2/g, <i>Min</i> CD	4.5
9	Packing and Marking	Conforming to BIS-IS-11688-1999 reaffirmed December, 2005 (as amended up to date)

7. **Eligibility Criteria :**
 - i) Mill must have produced a minimum of **75,000 Metric Tons** Newsprint Paper during Two Financial Years 2010-11 and 2011-12.
 - ii) Mill must submit **Excise Clearance Certificate for 'Newsprint Paper Production' issued by the Custom & Excise Department on their Letter-Head for the financial years 2010-11 & 2011-12.**
(This certificate is liable to be verified by this office from Excise Department).
 - iii) '**Industrial License**' for '**Production of Newsprint Paper**'.
8. **Newsprint Requirement :** About 450 MT per month approx.
(Can be increased OR decreased as per each month's requirement).



9. **DESTINATION** : Any destination within Delhi / NCR. Destination will be specified in each month's supply order (Currently at Central Warehousing Corporation, Kirti Nagar, New Delhi-110 015).
10. **DELIVERY SCHEDULE** : Within 10 to 20 working days of date of receipt of supply order, depending upon the location / distance from Delhi as per details given below :


Distance from Mill to Delhi (in Kms.)	Maximum Number of working days
Upto 500 Kms.	10 days
From 501 to 1000 Kms.	15 days
1001 Kms and above	20 days

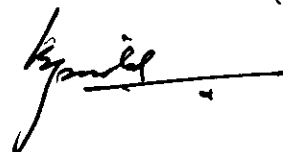
11. Tenders must be submitted on the prescribed form only for the 'Technical' and 'Financial' Bids. Tenders on letter-head / any other paper will be summarily rejected.
12. **QUOTED RATES** : Rates should be "**All Inclusive**" on FOR destination on firm and fixed basis for entire rate-contract period. Tenderer may note that this office will not issue "Form-C" against any purchases during the contract period.
13. Tenderers are required to fill-up and submit the 'Technical' and 'Financial' bids in 2 separate sealed envelopes. 'Financial' bid envelope should contain only the quoted rates. The 'Technical' bid envelope should contain all the other required / essential documents mentioned in this tender. Both these envelopes must be sealed separately and should be super-scribed by words 'Technical Bid' / 'Financial Bid', as the case may be. These two sealed envelopes should then be placed inside a third big envelop, which should also be sealed properly and super-scribed with words 'Tender for SUPPLY OF NEWSPRINT PAPER, Tender No.EN-52011/6/2012-13/Prod. Tender opening at 3.30 P.M. on 27.02.2013'. The Financial Bids shall be opened at a later date after evaluation. Mills whose documents are found to be complete in all respects, will be notified of the 'opening date' of the 'Financial Bids' in advance. This big sealed envelope should be delivered by post / in person to the following address on or before the last date / time of receipt of tender :

Accounts Officer, Employment News, East Block-IV, Level-5, R.K. Puram, New Delhi-110066. (Phone - 011 26193179).

NOTE : Employment News will not be responsible for any delay / loss / non or late receipt of tenders sent by post / courier etc.

14. **EARNEST MONEY DEPOSIT** : Tenderers, except Public Sector Undertakings (PSUs), will have to submit an **Earnest Money Deposit of Rs. 30.00 Lakh (Rupees thirty lakh only)** in the form of Demand Draft from Scheduled / Nationalised Bank favouring Pay and Accounts officer, DAVP etc., Ministry of I&B, New Delhi. The DD must be valid for 3 months.
NOTE : The following tenderers are exempted from submitting EMDs :
- (i) Public Sector Undertakings (PSUs).
- (ii) Mills registered with DGS&D / NSIC as 'paper manufacturer / supplier of newsprint paper for the financial year 2012-13'. Such Mills will have to enclose attested copies of their valid DGS&D / NSIC registration documents in support of their claim.
15. Employment News reserves the right to accept or reject any / all the tenders without assigning any reason thereof.
16. Office of Employment News reserves the right to terminate the rate-contract with one month's notice in the event of supplies repeatedly found un-satisfactory.
17. The successful tenderer will have to sign an 'Agreement' for rate-contract within 10 days of issue of the rate acceptance letter by this office. The 'Performance Guarantee' (Security Deposit), will have to be submitted immediately after signing of the Agreement.
18. Tenders can be purchased from the Accounts Officer of this office (Phone - 011 26193179) on payment of Tender Fee of Rs.2,500/- only either in cash or by DD, favouring Pay & Accounts Officer, DAVP etc., Ministry of I&B, New Delhi.
19. Tender Form can also be downloaded from the websites www.employmentnews.gov.in OR www.mib.nic.in OR www.publicationsdivision.nic.in. In this case, the tenderer will have to attach a DD of Rs.2,500/- only (cost of tender) favouring Pay & Accounts Officer, DAVP etc., Ministry of I&B, New Delhi.


Accounts Officer
(Employment News)



EMPLOYMENT NEWS

(Publications Division)

Ministry of Information and Broadcasting

East Block - IV, Level - 5, R.K. Puram, New Delhi - 110 066.

TENDER FOR SUPPLY OF NEWSPRINT PAPER**PROFORMA FOR 'TECHNICAL BID'**

Tender No. & date	EN-52011/6/2012-13/Prod. dated 03.02.2013
Last date & Time of Sale of Tenders.	27.02.2013 at 12.00 Noon
Last Date and Time of 'Receipt of Tenders'	27.02.2013 at 3.00 P.M.
Date and Time of 'Opening of the Technical Bid'	27.02.2013 at 3.30 P.M.

1. DETAILS OF VENDOR :

Name and address of the Vendor	DETAILS OF THE VENDOR
Web site address (if any)	
Phone Numbers	
Fax Numbers	
Email	
Contact Person's Name	
Contact Person's Phone Number	
Contact Person's Mobile Number	
Contact Person's Fax Number	
Contact Person's email ID	

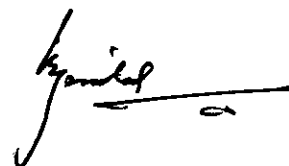
2. TYPE OF ORGANISATION :

Tick appropriate Box and enclose document to support (Registration Documents)

Proprietorship	Partnership	Small Scale Industry
Pvt. Ltd. Company	Public Ltd. Company	Any other

3. ANNUAL TURNOVER : Please enclose a certificate of Chartered Accountant or ITCC in support of your claim :

Sl. No.	Year	Turnover (in Rupees)
1	Current Year (Budgeted -FY 2012-13)	
2	Previous Year (FY 2011-2012)	
3	Prior Year (FY 2010-2011)	



4. **NAME AND ADDRESS OF THE BANKER :**

Bank Name	
Branch Name	
Account Number	
Account Type	
Bank Phone Number (s)	

5. **REGISTRATION PARTICULARS** : Please give details of registration wherever available / applicable, if any, with self-attested copy of original registration.

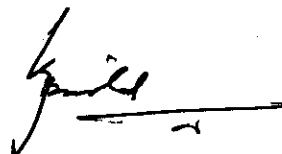
Sl. No.	Particulars	Registration Number	Copy attached? Yes / No
1	IT Permanent Account No. (PAN)		
2	Central/State Sales Tax/Vat/TIN Registration		
3	Excise Duty Registration		
4	Service Tax Registration		
5	Registration with DGS&D or NSIC		
6	Industrial License for Production of Newsprint		
7	Excise Clearance Certificate for last two financial years		
8	EMD Demand Draft for firms not registered with DGS&D / NSIC		

6. **NEWSPRINT PRODUCTION FIGURES FOR LAST TWO YEARS** : Tenderer must enclose attested copies of Excise Department.

Sl. No.	Year	News Print Production (in Metric Tons)	Whether Excise Certificate attached?
1	FY-2010-2011		
3	FY-2011-2012		

7. **REFERENCE LIST** : Tenderer may enclose a list of public / private sector firms to whom newsprint was supplied recently. Copies of order may be enclosed.

Sl. No	Name of Client(s)	Details of order(s) with value
1		
2		
3		
4		
5		
6		



8. **OTHER ESSENTIAL DOCUMENTS / ATTACHMENTS :**

SL No.	PARTICULARS	ATTACHED : YES/NO
1	50 sheets of Newsprint paper samples in size of 25 x 35 cms. conforming to tender specification, duly signed with official seal of the Mill at one corner of the sample must be enclosed. Mill must also ensure that the sample sheets are not folded/free from any wrinkles and are packed in a water-proof cover.	
2	The Mill must submit a Newsprint Test Report from any Paper Testing Laboratory alongwith 5 sample sheets duly countersigned and sealed by the Testing Laboratory. The Test Report should be of any outside Testing Laboratory and not of the tendering mill. The Test Report should be submitted in a cover duly sealed by the Testing Laboratory. The Government reserves the right to get the samples tested from any Govt. Paper Testing Laboratory before opening of Financial bid.	
3	Tender purchase receipt in original.	
4	In case tender form has been downloaded from the website, a demand draft for Rs.2500/- should be enclosed.	

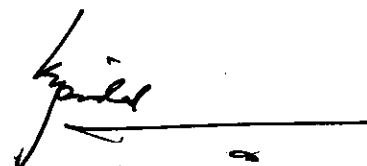
9. **ANY OTHER INFORMATION :**

(Signature of CEO / Proprietor / Authorised Signatory)

DECLARATION:

The information furnished above is true and authentic. We have carefully read all the terms and conditions of the tender and agree with these conditions. We have signed on each page of this technical bid in token of acceptance of terms detailed in the tender.

(Signature of CEO / Proprietor / Authorised Signatory)

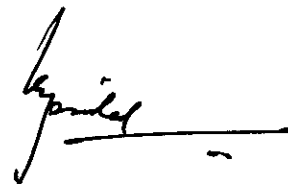


Instructions :

- i) Fill all items. Please mention "NA" for items / clause not applicable.
- ii) Attach latest documents for all items.
- iii) The documents asked within this tender **may only be submitted.**

List of Documents to be enclosed in Technical Bid envelope (Check List) :

SL No.	Document Details	No. of Pages
1	DD for Rs.2,500/- OR tender purchase receipt in original as cost of tender (as the case may be).	
2	DD for Rs.30 lakh as EMD OR Registration with DGS & D / NSIC (as the case may be).	
3	Excise Clearance Certificate issued by the Custom & Excise Department on their letter head for Financial Years 2010-11 and 2011-12.	
4	The Mill must submit a Newsprint Test Report from any Paper Testing Laboratory alongwith 5 sample sheets duly countersigned and sealed by the Testing Laboratory. The Test Report should be of any outside Testing Laboratory and not of the tendering mill. The Test Report should be submitted in a cover duly sealed by the Testing Laboratory.	
5	50 sheets of Newsprint paper samples in size of 25 x 35 cms. conforming to tender specification, duly signed with official seal of the Mill at one corner of the sample.	
6	Central / State Sales Tax No. / Vat Registration No. / TIN No.	
7	Excise Duty Registration No.	
8	Service Tax Registration No.	
9	Industrial License for 'Production of Newsprint'	
10	Permanent Account No. (PAN) Card copy	
11	Income Tax Clearance Certificate OR a Chartered Accountant's certificate in support of turnover claim	
12	Certificate of incorporation	
13	Copy of order / testimonials recognized public / private sector companies for supply of newsprint	



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PUBLICATIONS DIVISION
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TENDER FOR SUPPLY OF NEWSPRINT

"FINANCIAL BID" PROFORMA

1. **Tender No. EN-52011/6/2012-13/Prod. Dated : 03-02-2013**
2. Name and address and other details of the manufacturer / Mill


Name and address of the Newsprint Mill	
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3. **Specifications for Newsprint** : (as per BIS-IS-11688-1999 reaffirmed December, 2005 as amended up to date).

Sl. No.	Characteristic	Requirements
1	Reel Width	81.5 Cms. (± 3 mm)
2	Grammage	46 GSM ($\pm 4\%$)
3	Brightness, percent. (ISO) (%), <i>Min</i>	56.0 (special requirement)
4	Opacity, percent, (%) <i>Min.</i>	90.0
5	Smoothness (Bendtsen) ml/min. <i>Max.</i> Top Side Wire Side	250 300
6	Porosity, ml/ min, <i>Max</i>	700 (special requirement)
7	Tensile Index, N.m/g <i>Min.</i> MD CD	35 18 (special requirement)
8	Tear Index, mN. M2/g, <i>Min</i> CD	4.5
9	Packing and Marking	Conforming to BIS-IS-11688-1999 reaffirmed December, 2005 (as amended up to date)

4. **Quantity** : About 450 Metric Tons per month (approx.)
(can be increased / decreased as per each month's requirement)
5. **Destination** : Any godown / Printing Press within Delhi / National Capital Region (NCR) (presently at Central Warehousing Corporation, Kirti Nagar, New Delhi 110 015).
6. **Delivery Schedule** : **Within 10 to 20 working days** of date of receipt of monthly supply order as under:

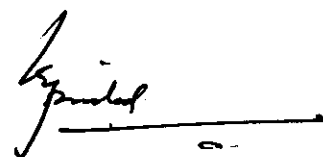
Distance (Kms.)	Maximum Number of Working Days
Up to 500 Kms.	10 days
from 501 to 1000 Kms.	15 days
1001 and above Kms.	20 days



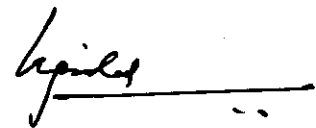
7. **Quoted Rates** : Rates should be quoted on "**All Inclusive**" basis viz inclusive of all taxes i.e. CST / ST/ Education Cess / applicable levies / toll tax / road tax, handling charges / transport charges / Insurance charges etc. FOR destination Godown / Printing Press in Delhi / NCR. **This office will not issue Form 'C' for any newsprint supplies against our orders during the contract period.** Rates quoted should be on 'firm and fixed' basis till the completion of all obligations under contract.
8. **Validity of Rate Contract** : **ONE YEAR (1 year)**
9. **Payment** : Payment for each delivery will be made on submission of correct and complete consolidated single bill after completion of delivery at the warehouse / godown. In normal circumstances, it may take approximately 30 working days.
10. **Technical Inspection** :
- (i) An inspection team may visit the Mill to check quality of newsprint if found necessary before tender is finalized.
- (ii) As soon as a 'purchase order' is placed, supplier will have to intimate its 'production schedule' to this office in advance so that a team of officials of Employment News could be deputed for checking of quality and collecting samples, as and when required.
- (iii) This office will conduct a joint meeting with the newsprint supplier mill as well as the printer on a monthly basis to ensure quality improvement and good co-ordination among all concerned.
11. **Test Report** : Supplies of each lot will be tested for its conformity to tender specifications. Samples may be sent to any Government laboratory for testing. Cost of such test will be deducted from supplier's bill. In the event of failure of samples in Test Report, deductions will be made according to the failed parameter(s) as mentioned below :

S. No	Characteristic	Requirements
1	Width	Any loss to Government owing to increase in reel width over and above the permissible limits will be deducted from the Mill's bill on penal rates (double of procurement rates)
2	Grammage (GSM)	Any loss to Government owing to increase in GSM over and above the permissible limits will be deducted from the Mill's bill on penal rates (double of procurement rates)
3	Brightness	In case of lower brightness, for every single value on the lower side than the specified value, 1 percent of cost of the entire lot will be deducted from the bill.
4	Opacity	In case of lower opacity, for every 5% value on the lower side than the specified value, 2 percent of cost of the entire lot will be deducted from the bill.
5	Smoothness	In case of higher smoothness, for every 5% value on the higher side than the specified value, 2 percent of cost of the entire lot will be deducted from the bill.
6	Porosity	In case of higher porosity, for every 5% value on the higher side than the specified value, 2 percent of cost of the entire lot will be deducted from the bill.
7	Tensile Index	In case of lower tensile index, for every 5 (five) value on the lower side than the specified value, 2 percent of cost of the entire lot will be deducted from the bill.
8	Tear Index	In case of lower tear index, for every single value on the lower side than the specified value, 2 percent of cost of the entire lot will be deducted from the bill.

Request for re-testing of the samples will not be entertained.



12. **Damaged Reels** : Damaged reels shall not be accepted and will be notified to the supplier Mill as soon as the same is brought to our notice. The supplier Mill will have to lift back the said damaged reels from the storage godown / printer's premises at its own cost. Payment of such returnable reels will be deducted from the supplier Mill's bill.
NOTE : If damaged reels / defective reels / reels not conforming to this tender are detected at the printer's premises, Newsprint supplier mill will have to settle such losses with the printer.
13. **Default** : In case successful bidder is not in a position to supply newsprint against a particular supply order due to reasons beyond control, supplier will have to inform this office **URGENTLY** in time. In case of such default the supplier will have to bear the risk and cost of the purchase from the open market. Employment News will have a right to purchase required Newsprint from open market and the difference in price, if any, will be recovered from the supplier.
14. **Late supply** : If the contractor fails to supply Newsprint within specified days of placement of monthly supply order, **'Liquidated Damages'** will be levied on the delayed part of newsprint supply at the following rates:
i) For delay upto 07 days : 2%
ii) For delay from 8 - 14 days : 4%
iii) For delay of more than 15 days : 10%
(iv) For repeated inordinate delayed supplies, Default Clause 13 may be enforced.
15. **Termination of Contract**: Office of Employment News reserves the right to terminate the rate-contract with one month's notice in the event of supplies repeatedly found unsatisfactory.
16. **Force Majure** : Standard Force Majeure clause may be applicable.
17. **Performance Guarantee** : The successful tenderer will be required to submit Performance guarantee by way of Security Deposit for an amount of Rs 1.50 Crore (Rupees One crore fifty lakh only). Security Deposit may be submitted in the form of FDR or Bank Guarantee favoring Additional Director General, Publications Division, Ministry of I & B, Government of India. The Bank guarantee should be valid up to 18 months, which will be returned after the completion of all performance obligations of the contract.
18. **Tender Validity** : The tender offer shall remain valid for acceptance up to **90** days from the date of opening of Technical Bid.



No. EN-52011/6/2012-13/Prod. for "Purchase of Newsprint Paper".

We hereby quote our rates on "All Inclusive" basis FOR destination Godown / Printing Press in Delhi / NCR (inclusive of all taxes i.e. CST / VAT / ST / Education Cess/ applicable levies / toll tax / road tax, handling charges / transport charges / Insurance charges etc.). We also understand that the Office of Employment News will not issue Form 'C' for any newsprint supplies against any purchase orders during the contract period.

Rates Per Metric Ton (all inclusive on firm and fixed basis for entire period of contract)	Rs. _____ per Metric Ton (In Figures). (In Words Rupees _____ _____ _____ per Metric Ton).
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(Signature of CEO / Proprietor / Authorised Signatory)

We have fully understood and accept all terms & conditions of the above tender for supply of newsprint as per tender specification and quote our rates. We have signed on each page of Technical Bid / Financial Bid as token of acceptance of terms and conditions detailed on each page.

(Signature of CEO / Proprietor / Authorised Signatory)

Name:

Date:

Place:

Seal:

