

RAJASTHAN PARA MEDICAL COUNCIL, JAIPUR

Tender-Form

FOR THE RATE CONTRACT OF PRINTING & SUPPLY OF BAR CODED ANSWER BOOKS

Tender Form No. :

Date :

1. Name and postal address of the firm :

Submitting

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.....

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Mob..... ph.

2. Address

Rajasthan Paramedical Council, Jaipur
Plot no. 6-7, Averest Colony Near Apex
Mall Lal Kothi, Jaipur
Phone Ne.

3. The tender fee amounting to Rs.200/- has s been deposited vide DD No..... date..... of tender fee is enclosed along with tender document.

4. We agree to abide by the all the conditions mentioned in Tender Notice No..... Dated..... issued by Registrar, RPMC, Jaipur also condition of the said Tender Notice given in the attached sheets (all the pages of which have been signed by us in token of the acceptance of the terms mentioned therein).

5. The rates for the supply of the following items are as under and the quantity to be supplied noted against each :-

S.No.	Name of the article with Specification	Rate	Quantity	Net Price
1	2	3	4	5
"As per enclosed Part-B" (Financial Bid)				

6. Delivery period related Information will be communicated to the Tenderer as per decision taken by Committee of RPMC and it will be informed through Council letter.

7. The rates quoted above are valid up to two years. The period can be extended for one more year with mutual consent.

8. The earnest money (EMD) amounting 2% of estimated cost has been deposited vide DD No..... date..... Rs18000/- of earnest money (EMD) is enclosed along with tender document.

9. The GST Registration Number, Registration Certificate and Clearance Certificate are submitted herewith.

10. Declaration of manufacture/Dealer, etc. is also enclosed.

11. Printing & supply of bar code Answer-book as per sample & specification.

12. Financial bid of those agencies whose technical score in more than 60 point as per annexure-1 (Suggested marking for short listing at technical bid stage)



Signature of Tenderer with seal

Annexure-1

Suggested marking for short listing at technical bid stage

S.No.	Criteria	Maximum Marks
1	Age of the Agency	10
2	Average turnover of the agency for the last three financial years	20
3	Number of relevant projects/assignments completed in last 3 years	15
4	Cumulative value of relevant projects/assignments completed in last 3 years	15
5	Relevant Assignment (Value above Rs. 10 Lakh): Supply of manpower/recruitment of manpower in Rural Development Sector	20
6	Experience of working with government departments	10
7	Presence in the State according to the location of Registered Office/Project Office	10
	Total	100

Suggested marking for short listing at technical bid stage - Detailed

S.No.	Criteria	Scoring	Maximum Marks	Documentation required
1	Age of the Agency	0.5 points for every completed year of operation	10	Date of registration of the agency
2	Average turnover of the agency for the last three financial years. Turnover of I year=T1 Turnover of II year=T2 Turnover of III year=T3 $T=(T1+T2+T3)/3$. Average Turnover "T" will be considered	<ul style="list-style-type: none">• If $T \Rightarrow$ Rs. 1.00 crore, then 20 points• If Rs. 1.00 crore $< T \leq$ Rs. 0.75 crore, then 15 points• If Rs. 0.75 crore $< T \leq$ Rs. 0.50 crore, then 10 points• If Rs. 0.50 crore $< T$, then 5 point	20	Audited Balance Sheet
3	Number of relevant projects/assignments completed in last 3 years	<ul style="list-style-type: none">• 15 points for 10 and above• 10 points for 6 to 9 projects completed• 5 points for 2 to 5 projects completed• 0 point for less than 1 projects completed	15	Audited Balance Sheet and information provided in application
4	Cumulative value of relevant projects/assignments completed in last 3 years	<ul style="list-style-type: none">• 15 points for relevant projects completed worth Rs. 1 crore and above• 10 points for relevant projects completed worth Rs.0.50-0.99 crore• 5 points for relevant projects completed worth Rs. 0.20-0.49 crore• 0 points for relevant projects completed worth less than Rs. 0.19 crore	15	Information provided in the application form along with the supporting documents

5	Relevant Assignment of (Value above Rs. 10 lakh) : Printing and Supply of bar-coded Answer Book	<ul style="list-style-type: none"> • Four point for ever relevant assignment in last 3 year 	20	Information provided in the application form along with supporting documents
6	Experience of working with government (Union/State) departments in last 3 years (Printing and Supply of bar-coded Answer Book)	<ul style="list-style-type: none"> • 10 points for 5 or more government projects completed • 7 points for 2 to 4 government projects completed • 5 points for 1 government project completed • 0 point for no experience of working with government 	10	Information provided in the application form along with supporting documents
7	Presence in the State according to the location of Registered Office/Project Office	<ul style="list-style-type: none"> • 10 points if the Registered Office of the applicant agency is located in Rajasthan • 5 points if at least one branch/project office of the applicant agency is located in Rajasthan • 0 points if agency does not at least one branch/project office of the applicant agency is located in Rajasthan 	10	Details of HO and other offices as provided in the application
	TOTAL		100	

GENERAL TERMS & CONDITIONS OF TENDERS AND CONTRACT

N.B. TENDERER SHOULD READ THESE CONDITIONS CAREFULLY AND COMPLY STRICTLY WHILE SENDING THEIR TENDERS. IF A TENDERER HAS ANY DOUBT REGARDING THE TERMS & CONDITIONS AND SPECIFICATIONS, MENTIONED IN THE TENDER NOTICE IN CASE ANY CLEARIFICATION IS REQUIRED, THE TENDERER MAY SEEK IT FROM REGISTRAR, RPMC, JAIPUR BEFORE SUBMITTING THE TENDER. THE DECISION OF REGISTRAR, RPMC, JAIPUR SHALL BE FINAL AND BINDING ON THE TENDERER.

1. Sealed bids, duly subscribed "RATE CONTRACT OF PRINTING & SUPPLY OF BAR CODED ANSWER BOOKS" to be opened on 23/07/2019 and addressed to the Registrar may be sent by post so as to reach on 23/07/2019 by 2.00 PM or deposited in the tender box kept in the office not later than - by 2.00 PM Tender received after 2.00 PM Stipulated date/time shall not be entertained. The tender will be opened on the same date at 3.00 PM in the office of Registrar in presence of bidders or their representatives who may like to be present. In the event of the specified date for submission of tender falls in/is subsequently declared a holiday or closed day for this office the tender will be received up to the appointed time 2.00 P.M. on the next working day of this office and will be opened on the same day at 3.00 P.M.
2. EMD 2% of estimated cost and tender form fees should be paid in form of demand draft in favour of Registrar, Rajasthan Paramedical Council, Jaipur with sealed tender. For this bidder may have to tender without EMD and tender fee will not be considered. EMD of unsuccessful bidders will be returned only after the award of the contract.
3. The Council intends to introduce the generalized bar-code system on the answer -sheet for processing of post-examination work, For this the Council will get answer sheets prepare be OMR cover page in 100 GSM Map litho paper where
 - a. The size of the answer booklet will be 30.5 x 21 cm, 40 pages (excluding cover page) in 60 GSM "A" class paper.
 - b. The answer book will contain total 40 pages excluding cover page and marking page as. Per specimen.
 - c. Top cover OMR page will have three vertical perforations and self-sticking flap.
 - d. The three flaps on the cover page will have same barcode pre-printed on them indicating the answer sheet number.
 - e. The "Instructions to the Students" will be printed on the back side of the OMR sheet.
 - f. The cover page will be machine stitched on the answer-booklet.
 - g. The Bar codes and marks, roll No., paper code etc. filled by Examiner/Students should be scan able by and standard type of OMR Scanner. Supplier shall be required to demonstrate correctness of the printing of OMR answer book using any standard OMR scanner at the choice of the Council.
 - h. Add Centre Code column on answer-books.
4. Sealed tenders superscripted "tenders for printing and supply of BAR Coded Answer Books containing COVER 'A' & COVER 'B' as prescribed hereafter should be submitted to the Registrar, RPMC, Jaipur.
5. The tenderer should send along with the Tenders the following certificate for the items tendered in separate cover hereafter called "COVER A"
 - i. Earnest Money deposit.
 - ii. The Tenderer shall supply the list of those customer-organizations i.e. University/Institute for whom they have done printing of bar coded answer-books at least three years in the last five years along with certificate/order letters from University/Institute in support of the same.

- iii. Information about licensed software. (for bar-coding, OMR Sheets, etc)
- iv. The firm must having owned/leased OMR Scanners and will have to Furnish proof of the same in support of availability with the number of scanners.
- v. Is the office owned/leased or rented.
- vi. Information about Data Base management System Software which will be used by the firm in execution of the job and file formats on which the Data-files of this work will be provided by the firm.
- vii. The GST Registration Number, GST Clearance Certificate are submitted herewith.
- viii. The tenderer should submit Profit & Loss account & Balance Sheet and annual turnover statement of the previous three financial years.
- ix. Tenders will be required to submit sample of the OMR based answer book along with tender to prove their technical capability to undertake the work.

NOTE:-

- (A) All attested document must be submitted in Hindi or English language. If the documents are NOT in Hindi or English, they should be translated in Hindi or English & attested by authorized translator. Translated copy along with copy of original document must be submitted.
 - (B) Other than GST certificate, all above mention documents should be under the name & address of premises where the quoted items are actually manufactured.
 - (C) The point of supply at is F.O.R. of RPMC stores be specified.
 - (D) TENDER WILL BE LIABLE FOR OUTRIGHT REJECTION IF
 - (I) ANY RATES ARE DISCLOSED IN COVER A.
 - (II) ANY DISCOUNTS/SPECIAL OFFERS ARE MADE IN COVER A.
6. Financial Bid duly filled as per Part-B giving the rates for quoted item should be sent in separate sealed cover hereafter called "COVER-B should also be addressed to be Registrar, RPMC, Jaipur and should be super scribed "FINANCIAL BID FOR PRINTING AND SUPPLY OF BAR Coded ANSWER BOOKS" Signatory authority of tenderer should signed each page of part-B.

NOTE :-

- (A) Tax should be mentioned clearly & separately.
 - (B) If the Tax is exempted, it should be specified in Part-B.
7. Both covers (A & B) should be send to the Registrar, RPMC, Jaipur up to prescribed time and date. All received tenders will be opened in the presence of tenders who choose to be present. **Cover 'B' will be opened in only for those tenders who satisfy the standard criteria laid down by the RPMC on the details furnished by the tenderer in COVER 'A' in the compliance of the terms & conditions of the tender.**
 8. Tendering firm will have to submit a lot of 100 bar coded answer books as sample for ensuring capability and quality of printing and processing of bar code before issue of supply order.
 9. The bidder has to submit an affidavit stating that the bidder has not been Black listed/ debarred by any agency/authority.
 10. The Provision for modification in answer book for improving and maintaining confidentiality of examiner and identity of students and upgrading it for making it .
 11. User/computer friendly as and when required by RPMC.
 12. Other terms & conditions of GF&AR and Procurement Rules and F.D. Rules will be treated as part of general terms & conditions of this tender.

Signature of Tenderer with seal Page

RAJASTHAN PARA MEDICAL COUNCIL, JAIPUR

PART-A

Technical bid for rate contract of printing and supply of bar coded Answer Books

1. Name of firm
2. Name of the proprietor/partners of the firm
(Please enclose details)
3. Permanent Address of the firm
4. Registration No. of the firm
5. GST No. of the firm
6. Latest GST Clearance Certificate submitted
7. Central Excise Registration Certificate
8. Permanent Account No. (Income Tax)
9. Whether firms is agreeable to all the Terms
& Conditions mentioned in Tender
10. Name of the person who will apprise the
RPMC about the status of the work
With his phone No.
11. Phone No.
12. E-mail ID
13. Details of experience of printing of bar coded answer books, if any:

Year of Examination	Name of Universities/ Institute	Mention the S. No. of part in tender which is covered by work order
Examination	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Examination	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Examination	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.



Signature of Tenderer with Seal

RAJASTHAN PARA MEDICAL COUNCIL, JAIPUR

PART-B

FINANCIAL BID FOR RATE CONTRACT OF PRINTING AND SUPPLY OF BAR CODED ANSWER BOOKS

1. Name of firm
2. Address of firm
3. Contact No.
4. E-mail Address

Please read general instructions. Rates be given inclusive of all the taxes, octopi and transportation of material up to RPMC office / stores

S.No.	Description of work	Estimated Quantity	Unit	Net Rates quoted by firm in Rs. (Figures and words) (Excluding Tax, if applicable)	Tax if any
1	Supply of 40 pages answer books with OMR sheet as cover Page with 3 Bar-codes (specification as mentioned at S.No. 3 of tender document and as per RPMC Sample.)	1.00 lakh Section -A	Per answer book of 40 pages		
	Total				

NOTE:-

1. No. Quantity or Cash Discount should be offered
2. Rate should be written Both in Words and figures
3. Read the Terms & Conditions before filling Part-B

Date:.....

Signature of Tenderer with Seal