Description of Work:

Tender for printing and supply of periodicals / publications of Tamilnadu Cooperative Union, Chennai - 600 010.

Note:

1. This tender document is not transferable.

2. The tender should be signed in all the pages by the bidder with seal.

3. Attach separate sheets wherever necessary.
TENDER NOTICE
(a) Technical Bid

Tamilnadu Cooperative Union invites sealed tenders in Two Part System (a) Technical Bid with Commercial terms (without Price Bid) and (b) Price Bid quoting the rate for printing and supply of Periodicals/ Publications of Tamil Nadu Cooperative Union, Chennai - 10.

Eligibility Criteria
1. Cooperative Printing Presses under the control of Registrar of Cooperative Societies and Industrial Co-operative Printing Presses are eligible to participate in the tender.
2. The bidder should have an annual turnover of Rs.50.00 lakhs in last three years and Rs.1 crore turnover in any one of the last three years.
3. The bidder should have sufficient experienced and qualified technical printing manpower with minimum 4 colour printer modern printing machines and other latest printing machines to print and supply of periodicals / Publications of Tamil Nadu Cooperative Union Chennai - 10 on due dates.
4. The bidder should have alternative printing machines in case if any repairs takes place to ensure printing of periodicals / Publications of Tamil Nadu Cooperative Union Chennai - 10 without any interruption.
5. The bidder should provide exclusively sufficient experienced and qualified technical man power, computer system, scanning with all necessary equipments, laboratory facilities for negative films and plate making etc.
6. The bidder should have bulk quantity of printing papers and quality inks stock on hand for printing of periodicals / publications of Tamil Nadu Cooperative Union to ensure timely despatch of the issues.
7. The period of agreement will be 3 years.
8. The bidder (Printing presses) should be located in the city and also adjoining city.
TENDER RELATED INFORMATION

Tender Notice No. : 1/2019
Date and Time of issue of Tender : 13.06.2019 from 11.00AM to 5.00 PM
Last Date & Time of issue of Tender : 21.06.2019 Upto 5.00 P.M.
Submission of Tender : 24.06.2019 Upto 2.00 P.M.
Date and time for opening tender : 24.06.2019 at 2.30 P.M.
Venue of opening tender : Tamilnadu Cooperative Union,
170, Periyar E.V.R High Road,
Kilpauk, Chennai - 10.
Address for all correspondence : Tamilnadu Cooperative Union,
170, Periyar EVR High Road,
Kilpauk, Chennai - 10.

PREPARATION OF TENDER COVER

1. The bid as prescribed should be filled in original and should be in sealed cover. The bid should be superscribed as 'Bid for printing and supply of Periodicals/Publications of Tamil Nadu Cooperative Union, Chennai - 10. Tender No. 1
2. The bidder should clearly write ‘from address’ on the tender covers otherwise the tender is liable for rejection.
3. The bidder should superscribe on the top of the tender cover, otherwise the tender is liable for rejection.
4. Technical Proposals and Commercial Proposals should be in a Separate sealed covers. (Envelope-A and Envelope-B)

BID DOCUMENTS :

1. The bid should be filled and signed with seal.
2. The latest Income Tax clearance certificate should be enclosed.
3. The bidder should enclose proof of existence in printing business for 10 years.
4. The bidder should enclose proof of last three years turnover by way of Audited Balance Sheet with Chartered Accountant’s Certificate.
5. The affidavit should be enclosed (annuexure - I)
6. The bidder should quote the rate for printing and supply of the following Periodicals/Publications of Tamil Nadu Cooperative Union, Chennai - 10.
GENERAL TERMS AND CONDITIONS:

1. Tender documents are not transferable.
2. Details to be furnished.
   2.1 All particulars must be furnished as asked for in the tender.
   2.2 The rate should be clearly indicated both in words and figures. Wherever a discrepancy between words and figures, lower of the two shall apply.
3. Tamilnadu Cooperative Union reserves the right
   3.1 To reject any or all the tenders without assigning any reason there of
   3.2 To revise or amend specifications.
   3.3 To relax, waive or modify any of the conditions stipulated in the specifications wherever deemed necessary.
   3.4. Tamilnadu Coop.Union reserves the right to negotiate for further reduction of rates.
   3.5 The Managing Director, Tamilnadu Co-operative Union reserves the right to accept in full/part/reject the bid for any reason thereof and his/her decision on the subject will be final and binding on all parties.
4. Opening of Tender:
   4.1 The tender committee will open the tenders in the presence of these bidders (or) their representatives with a letter of authority who prefer to attend the tender opening.
   4.2 The bid will be evaluated and qualified bidders will be prepared by tender committee.
   4.3 The decision of Tamilnadu Co-operative Union will be final in this regard.
5. The contractor should not assign or make over the contract, the benefits or burden there off to any other persons or persons or body corporate. No under letting or any other part there of is permitted.
6. If the bidder fails to fulfill the contract obligation in full within the stipulated period as prescribed, the contract will be terminated at the risk of and cost of the contractors.
7. Acceptance / with drawal :
   7.1 The final acceptance of the tender would be entirely vested with Tamilnadu Cooperative Union who reserves the right to accept or
reject any tender without assigning any reasons whatsoever. (There is no obligation on the part of Tamilnadu Cooperative Union to communicate in any way with rejected bidders).

7.2 After acceptance of the tender by Tamilnadu Co-operative Union, the bidder shall have no right to withdraw his tender or claim higher price.

7.3 Tenders with incomplete information (or) not in accordance with the instruction are liable to be rejected.

7.4 For each pre-condition, documentary evidence is to be produced duly attested by the contractor. If the documentary proof is not enclosed the tender is liable for rejection.

8. **Payment Conditions:**
   a. No advance will be paid for the printing and supply of periodicals/publications.
   b. The payment will be made only on receipt of proforma invoice in duplicate.
   c. The payment claim should be submitted along with specimen printing materials

9. **Force majeure:**
   Neither the customer nor the contractor shall be liable to other for any delay or failure in the performance of their respective obligations due to causes, contingencies beyond their reasonable control such as:
   a. Natural phenomena including but not limited to earthquakes, floods and epidemics
   b. Acts of any Government authority domestic or foreign including but not limited to war declared or undeclared.
   c. Accidents or disruptions including but not limited to fire and explosions.

10. **Jurisdiction for legal proceedings**
   It should be agreed between parties that any suits or proceedings if any arising out of the contract to be executed by the selected contractor and Tamilnadu Cooperative Union shall be instituted in a court within Tamilnadu and no other court outside Tamilnadu shall have jurisdiction even though any part of the cause of action might arise within the jurisdiction of such courts. Any proceedings in regard to any matter arising in any respect under this contract shall be instituted in the City Civil Court of Chennai.
ANNEXURE - I
FORMAT FOR AFFIDAVIT
(To be executed on a non-judicial stamp paper of Value Rs. 10/-)

I……………………………………….(Name)  S/o……………………………
……………………………………..(Name)………………………………………………
(Designation) of ………………………………. (Name of the Vendor )

do solemnly affirm and state as follows:

i. I am duly authorised by the . . . . . . . . . . . . . .(cooperatives) to make this affidavit on its behalf.

ii. I am duly authorised by the company to sign the tender forms, agreements, etc., on behalf of the cooperatives.

iii. The contents of this affidavit and information provided in the Bid application for printing and supply of periodicals of Tamilnadu Cooperative Union, Chennai-10.

iv. We have sufficient experience and qualified technical manpower, 4 colour modern printing machines and other printing machines, scanner, computer system, negative film & plate making laboratory facilities to print and supply of periodicals and Publications of Tamilnadu Cooperative Union, Chennai-10.

v. Our annual turnover during last three years was more than Rs. 50.00 lakhs and Rs.1 crore in any one of the last three years as per Chartered Accountant’s Certificate.

vi. We have 10 years experience in printing and supply of periodicals/publications.

vii. We have sufficient working capital / liquid assets to undertake the work.

Dated : 
Place :

Deponent

Sworn Before me
(Notary Public)
ANNEXURE - II

Technical bid with Commercial terms (Envelope-A should contain the following)

1. Name of the Institution: :

2. Address with Telephone No, E-mail etc.: :

3. Name of the contact person: :

4. Documentary evidence for the pre-qualification:
   a) Proof of existence in business of printing and supply of periodicals/publications past 10 years: :
   b) Proof of Turnover of more than Rs.50 lakhs in printing division in last three years and Rs. 1 crore in any one of the last three years audited financial year as per Chartered Accountant’s Certificate: :
   c) A letter of confirmation about the availability of sufficient experience and qualified technical manpower, 4 colour modern printing machine and other printing machines, computer system, negative film and plate making laboratory facilities to print and supply of Periodicals/Publications of Tamilnadu Coop. Union, Chennai-10: :
   d) Date of incorporation: :
   e) Income tax clearance certificate: :
   f) E.M.D for Rs. 42,000/- by way of demand draft in favour of Managing Director, Tamilnadu Cooperative Union Payable at Chennai to be enclosed: :
   g) The affidavit (Annexure-I) to be enclosed: :
   h) Proof of Cooperative Printing Press and Registered Document Enclosed: :

Signature with seal
## (b) Price Bid

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<tr>
<th>S. No</th>
<th>Name of the journal</th>
<th>Language</th>
<th>No of pages</th>
<th>No of copies</th>
<th>Rate per copy (inclusive of all taxes)</th>
<th>Quality of paper and Specification</th>
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<tbody>
<tr>
<td>1.</td>
<td>Kootturavu (Monthly)</td>
<td>Tamil</td>
<td>56</td>
<td>Upto 8,000</td>
<td>Rs.</td>
<td>24 cm x 17 cm size, 56 pages in 60 GSM Maplitho paper printing in single colour and wrapper in 100 GSM. Real Art paper printing in multi colour in all 4 pages including computerised Art work designing and C.P.T. charges with 17x51/2 size postage flap in craft paper printing in single colour with address pasting.</td>
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<td>8,001 to 10,000</td>
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<td><strong>For every additional 1000 Copies</strong></td>
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<td>2.</td>
<td>Tamilnadu Journal of Cooperation (Monthly)</td>
<td>English</td>
<td>56</td>
<td>Upto 8,000</td>
<td>Rs.</td>
<td>24 cm x 17 cm size, 56 pages in 60 GSM Maplitho paper printing in single colour and wrapper in 100 GSM. Real Art paper printing in multi colour in all 4 pages including computerised Art work designing and C.P.T. charges with 17x5 1/2 size postage flap in craft paper printing in single colour with address pasting.</td>
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<td>3.</td>
<td>Madamirumurai Kootturavu Murasu (Fortnightly-monthly twice)</td>
<td>Tamil</td>
<td>4</td>
<td>Upto 8,000</td>
<td>Rs.</td>
<td>29cm x 44cm size 4 pages printing in durable colour including computerised art work and designing and C.P.T. charges with 11 x 5 1/2 postage Flap in craft paper printing in single colour with address pasting.</td>
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