

No.D-14040/23/2018-General.  
Government of India  
**Ministry of Road Transport & Highways**  
Transport Bhawan, 1, Parliament Street New Delhi-110001

Dated the 7 February, 2019

**E-TENDER NOTICE**

**Sub: Tenders for Printing of Annual Report of the Ministry of Road Transport & Highways for the year 2018-19.**

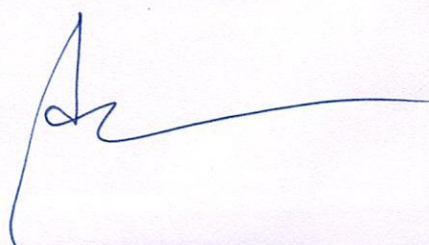
**IMPORTANT DATES**

PUBLISH DATE	08.02.2019 (03.00 PM)
BID DOCUMENT DOWNLOADED START DATE	08.02.2019 (03.00 PM)
BID SUBMISSION START DATE	08.02.2019 (03.00 PM)
BID DOCUMENT DOWNLOAD END DATE	07.03.2019 (03.00 PM)
BID SUBMISSION END DATE	07.03.2019 (03.00 PM)
EMD SUBMISSION DATE	07.03.2019 (03.00 PM)
BID OPENING DATE	08.03.2018 (03.30 PM)

Online e-Tenders are invited from the reputed firms engaged in Printing (only those printers who have their printing facilities located in Delhi/NCR may apply) for Printing of Annual Report of the Ministry of Road Transport & Highways for the year 2018-19, as per the details given in the Annexure-I.

2. The tender documents can be downloaded from the websites of <http://eprocure.gov.in/eprocure/app> from 08.02.2019 (9.00 AM).

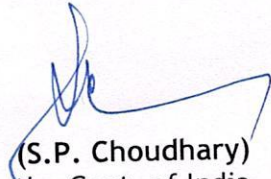
3. The interested contractors may submit their detailed e-tenders online at <http://eprocure.gov.in/eprocure/app> in single bid system in the prescribed proforma (Annexure-II) in all respect alongwith Earnest Money Deposit(EMD) of Rs.5,000/-(Rupees Five thousand Only) in the form of Demand Draft/Bankers' Cheque in favour of "Pay & Accounts Officer, Ministry of Road Transport & Highways, New Delhi" in a sealed cover which should be prominently marked with the words " Bid Security for e- for Printing of Annual Report of the Ministry of Road Transport & Highways for the year 2018-19." and deposit in the 'Room No. 235', Transport Bhawan, New Delhi by 3:00 P.M. on 07.03.2018. No tender will be entertained after the stipulated date and time or without Bid Security Amount, Earnest Money Deposit in the stipulated date and time, the same will be rejected summarily. The Bids/Tenders will be opened on the next working day



i.e. on 08.03.2018 at 3:30 P.M. in room No. 235 in the presence of representatives of the firms who may wish to be present.

4. All the Terms and Conditions may be seen at ANNEXURE-III.

Encl: As above.

  
(S.P. Choudhary)  
Under Secretary to the Govt. of India  
Tel :2373 9029

Copy to:


1. All Ministries/Departments of the Government of India for circulation among their contract holders.
2. Director, NIC, with the request to place the aforesaid e-Tender Notice on the website of the Ministry for wider publicity.
3. CPP Portal.
4. Hindi Section for Hindi version.

Copy for information to:

1. Reception Officer, Transport Bhawan, New Delhi.
2. Asstt. Commandant, CISF, Transport Bhawan

**Declaration Form**

<b>Basic Information</b>	
Name of the Company/Firm/Individual	
Address & Tel. No.	
Name of the CEO/Proprietor with Contract number	
Name of the Authorized Signatory. Designation Contact number	
<b>Basic Company Details</b>	
GST No. of the Organization/ Company Registration Cert.	
PAN CARD No.(Company/proprietor/ Partnership Firms)	



**General Terms and conditions****1. Parties:**

The parties to the contract are the firm (the tenderers to whom the work has been assigned) and the Government of India through the Ministry of Road Transport & Highways for and on behalf of the President of India, hereinafter referred to as "the Ministry".

**2. Earnest money:**

- (i) Earnest Money of Rs.5,000/- (Rupees Five Thousand only) must be deposited by the bidders in the form of Account Payee Demand Draft/Banker's Cheque drawn in favour of Pay & Accounts Officer, Ministry of Road Transport & Highways, New Delhi along with their tenders. Second copy uploaded on the portal and original copy may be sent to undersigned well before closing of the tender.

- (ii) The tenders found without Earnest Money Deposit will be summarily rejected.

**3. Security Deposit:**

The successful tenderers will have to deposit a security-cum performance guarantee of **10% of the value of tender within 3 working days** in the form of Bank Draft or Bank guarantee from any nationalized Bank duly pledged in the name of the "Pay & Accounts Officer (Sectt.), Ministry of Road Transport & Highways, New Delhi". The security money is refundable after 03 months on successful completion of the work assigned. The security amount may be forfeited in case the services of the contractor are unsatisfactory or in case of violation of the terms and conditions of the contract. Validity of the security money will be for 3 months from the date of contract.

**4. Right of acceptance:**

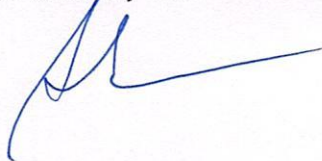
The Ministry reserves the right to reject any or all tenders/bids without assigning any reason thereof and also does not bind itself to accept the highest/lowest quotation only.

**5. Communication of Acceptance:**

The Ministry in due course will inform successful Tenderer of the acceptance of his/her tender.

**6. Penalty:**

In the event of the contractor failing to observe or perform any of the conditions of the work as set out herein or execute the work with regard to material and quality to the satisfaction of and the time fixed by the Ministry etc., the deposited money will be forfeited by the Ministry and the contract will be



terminated immediately at any time without assigning any reason. In this regard, **the decision of the Ministry will be final and binding on the contractor.** The contractor shall be liable to the loss(es), if any, that may be suffered by the Ministry, due to his/her actions and/or omissions at the time of executing the work.

#### 7. Scope of work:

Annual Report	750 copies (English) 500 copies (Hindi) Total : 1250 copies (Subject to variation)
Printing paper	4+4 colour paper; 135 gsm imported art paper for inside pages 250 gsm imported art card for cover
Digital copy of Annual Report in PDF (Bilingual) in USB Pen Drive Cover	200 copies
Approximate number of pages of Annual Report	100 (Subject to variation)
Delivery Date of the Report complete in all respects	On 1 <sup>st</sup> May, 2019 (100 copies each) on 15 <sup>th</sup> May, 2019 remaining copies and USB Pen Drives (Credit Card Format).

#### 8. Breach of Terms and conditions:

In case of breach of any of the terms and conditions mentioned herein, the Ministry will have the right to cancel the work order without assigning any reason thereof and nothing will be payable by this Ministry and in that event, the security deposit i.e. "at least 10% to the total of the deposited money" shall also stand forfeited. In case, the balance money/security deposits fall short of the amount of damages/losses chargeable by the Ministry, the contractor shall pay the same to the Ministry immediately on receipt of a demand letter from the Ministry.

#### 9. Subletting of Work:

The firm shall not assign or sublet the work or any part of it to any other person or party without first obtaining permission in writing of the Ministry, which it will be at liberty to refuse if thinks fit.

#### 10. Document to be enclosed with the bid is as under:

- Scanned Copy of EMD payment details (DI) Number Bank Details.
- Scanned Copy of PAN/VAT/TIN.
- Scanned Copy of Undertaking Tender Acceptance Letter on letter head as per **Annexure – III.**
- Financial Turn Over of the Agency for last two years.
- Details of contract with Central Govt./State Govt./PSU etc. for last two years.

#### 11. Terms of payments:-

The payment will be made after satisfactory completion of the jobs through online method.

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**ANNEXURE-III**

**Undertaking to be signed by the firm/tenderer on behalf of his/her firm.**

I/We -----do hereby undertake, that I/We will abide by these terms and conditions mentioned in the tender notice/document and the rules and regulations/instructions of the Government, issued from time to time in letter and spirit, that any breach and/or violation of any of the terms and conditions and /or in case of my/our work being found unsatisfactory at any time during the period of contract, my/our contract shall liable to be terminated without assigning any reason thereof, and that in such case, the amount of security deposit shall stand forfeited to the Government and also I/We will be liable for extra cost(s) borne by the Ministry of Road Transport & Highways for getting the jobs done by other person(s) and/or any loss or damages that may be caused to the Ministry of Road Transport & Highways owing to the unsatisfactory/failure to work on my/our part.

I/We ----- also undertake that the decision of the Ministry of Road Transport & Highways shall be final and binding in all cases, whatsoever may be, pertaining to this contract.

Place:

Date:

(Signature & Rubber Stamp of authorised representative of the Firm/Tenderer)

