

Government of Punjab

Tender Notice Reference No. 360

dated: 14-03-2024

The Punjab Livestock Development Board, Livestock Complex, Sector 68, Near Army Institute of Law, S.A.S. Nagar invites online bids for following item:-

Sr. No	Name of Item	Quantity
1	A.I. Register	35272

1. The E-tenders should be submitted online till 05/04/2024 upto 03:00 PM and the same will be opened on 05/04/2024 at 04:30 PM. For other term and conditions, please visit website <http://eproc.punjab.gov.in>
2. E-Tender details can also be obtained from the Departmental website www.husbandrypunjab.org
3. Corrigendum, if any will be uploaded on above websites only.

(Dr. Rajeev Kumar Chhabra)
Additional Chief Executive Office

FAX No: 0172-2217084
Telephone No. 0172- 2217083
Email ID: pldb68@gmail.com

Rs. 1,000/-
(Tender Form Fee)

**PUNJAB LIVESTOCK DEVELOPMENT BOARD,
LIVESTOCK COMPLEX, SECTOR-68, SAS NAGAR**

(E-TENDER PROCEDURE)

E-Tenders in two-bid system are invited for Printing and Supply of AI Registers. The technical tenders and financial/commercial tenders will have to be submitted as PER E-TENDERING PROCEDURE on E-Procurement Portal Punjab.

The Technical Bids should contain detailed information of the following: -

- Nature of Ownership.
 - Composition of the Firm.
 - Bankers Name & Address.
 - G.S.T No.
 - PAN/TAN No.
 - GST Tax clearance Certificate- GST returns (GSTR-I and 3B) for last 3 years i.e. Financial year 2020-21, 2021-22 and 2022-23
 - Income Tax Returns for Last 3 year i.e. Assessment Year 2021-22, 2022-23 and 2023-24
 - Average Annual turnover for last 3 years i.e. Assessment Year 2021-22, 2022-23 and 2023-24 must be 1.50 Cr. Or above of the Bidder and 6.00 Cr. Or above of Printer/Press and must be duly verified by CA alongwith UDIN generated certificate.
 - Whether Printer/Sole Selling Agent/Distributor/Authorized Dealer as applicable.
 - Experience in line on Printer/Press/OEM.
 - Capability/Capacity to service the requirement of Printer/ Press/OEM.
 - Details of relevant infrastructure on Printer/ Press/OEM.
 - List of Clients of Printer/ Press/OEM.
 - Quality Assurance/Monitoring system followed.
- Certificates where needed should be attached duly attested.

Financial/Commercial Bids.

Financial Bid should contain the price quoted per unit. The following information should be clearly given in the Financial Bid:-

- Price per Unit.
- Status of Taxation/Duties, GST etc.
- Lead time/Delivery Period.
- Packing & forwarding.
- Mode of Transportation.
- Payment condition.
- Acceptance of Terms of N.I.T.
- Details of Earnest money attached.

Financial Bids will be opened only of those tenderers, who qualify and are found suitable during the processing of Technical Bids.

TERMS AND CONDITIONS

(For Printing and Supply of AI Registers)

1. E-Tenders are invited for the supply of AI Register for department of Animal Husbandry, **Punjab** through the e-tendering process of Govt. of Punjab. For additional details such as items specifications, important dates etc visit the websites: <http://eproc.punjab.gov.in> Tender **form/specifications/terms condition/E-tender details** can be obtained from above website on payment (as **mentioned on web**) as per e-tendering procedure. **Tender Processing Fee (as mentioned in the website of this Tender) is to be paid through online mode only without which the tender will not be considered.**
2. E-tender Details can be obtained from <http://eproc.punjab.gov.in> or www.husbandrypunjab.org
3. For participating in the above e-tender, the contractors shall have to get themselves registered with <http://eproc.punjab.gov.in>. and get user ID & password. Bidders who have not registered with e- procurement portal need to get registered by paying the requisite registration fee for e-tender participation and obtain Digital Signature Certificate (DSC) which are mandatory to participate in the e-tendering process. For any clarification/difficulty regarding e- tendering Process please keep checking above said websites or contact on helpdesk No. 0172-2970263 & 0172-2970284.
4. The tender will be in double bid system i.e. Technical/Pre-qualification Bids and Financial/Commercial Bids.
5. The bidder must enclose attested copies/proof of consisting, Pan Card, GST, Registration/Authorization of the firm etc.
6. The Bidder should not be blacklisted/debarred by any department/ organization and the undertaking on firm's letter head regarding the same must be attached along with the documents.
7. Tender shall be accepted only from Printer/Press/OEM/authorized dealers.
8. In case the bidder procures the items from other Printer then he/she must submit the authorization certificate of the concerned Printer/Press for this specified tender
9. The Bidder/Printer should have submit the Printing Press's facility, minimum machinery and manpower. The Bidder/Printer shall submit a self undertaking regarding this as per the format of Annexure-A. Further, PLDB may formed a technical committee to physically visit to verify the details submitted by the Bidder/Printer regarding minimum machinery as per self undertaking before the allotment of work. If during the visit, it has been found by the above committee regarding not fulfilment of minimum machinery and other criteria, then department shall reject the technical bid of such prospective bidder. No representation in this regard shall be entertained.
10. Sample of the Register should be submitted before the closing date and time of the Tender. Such sample shall be considered as commitment of the Firm in regard to type and quality as offered within Rate quoted separately in the Financial Bid by them. If sample not received in time then bid will be out rightly rejected
11. Bid Documents are non-transferable under any circumstance. Tender once submitted will not be allowed to be withdrawn, altered or cancelled in part or in whole.
12. The e-tenders should be submitted online till 05.04.2024 upto 03:00 PM and the same will be opened on 05.04.2024 at 04:30 PM
13. The e-tender must be accompanied with earnest money amounting Rs. 20,000/- (Rs. Twenty Thousand only) (online payment) as per e- tendering procedure.
14. Bidders/ tenderers are also required to submit only soft copy on E-Tendering Website.
15. The undersigned reserves the right to accept or reject one or all offers/tenders and holds the discretion to increase/decrease the quantity of AI Registers.
16. Technical Detail of the Printing Press /Firm in the prescribed Performa (Schedule 'B' Technical), supplied along with the Tender Document.
17. Successful Bidders/tenderers will have to submit a Security deposit of 10 % of the ordered value within the stipulated period of time after issuance of orders in the form of

DD/FDR/Bank guarantee payable at SAS Nagar (Punjab) in the name of Chief Executive Officer , Punjab Livestock Development Board, within 10 days of receipt of supply order. Failing which Earnest Money received with the Tender shall be liable to be forfeited and work will be entrusted to any other qualifying Printer/OEM/Bidder without any notice. Regarding forfeiture of Earnest Money, the decision of the undersigned shall be final.

18. Any Earnest Money or Security previously deposited with this office by the concerned tenderer, will not be deemed/adjusted as security deposit in this tender.
19. Quantities stated in the Schedule 'A ' are Approximate and subject to increase or decrease by the PLDB.
20. Upon issue of Job Order, the Firm(s) will prepare specimen & submit as per actual size/style of AI Register on the basis of specifications and shall start the execution of the 'order' only after obtaining its approval from the PLDB.
21. Officers authorized by PLDB will at any point of time, be free to visit the premises of the Printer where the printing job is being executed. The Tenderer shall be liable for the cancellation of the Print Order in case of any fault/discrepancy is found.
22. Printer shall be bound to incorporate minor changes, if any, at any stage before complete supply is given, besides embossing/printing of all the AI Registers, if desired by the PLDB.
23. AI Registers shall have to be supplied to the authorized official of the PLDB.
24. Payment shall be made by the PLDB on the basis of delivery cum satisfactory report and G.S.M testing report from Government approved Laboratory or G.S.M testing report from Technical Committee of PLDB. Tendered is bound to deposit Lab testing charges, if required in case the department decided to get it tested from Government approved Laboratory.
25. Further, Proportionate payment of the defective pages/registers if any as per the Technical report of technical expert of this department will be deductible from the bills.
26. In case, quality of any material supplied is found below specifications, entire lot will be cancelled and no payment of rejected supply will be made. However, the Printer/Press/Bidder shall have to replace the rejected lot within the prescribed time. And in case, the Printer/Press/Bidder fails to replace the rejected lot within the prescribed time, such quantum of the job shall be entrusted to any other firm at the risk and cost of the defaulter Printer/Press/Bidder, whose security deposit for the said job will be forfeited, in addition the Printer/Press/Bidder will be black listed.
27. If the Supplier Printer/Press/Bidder surrenders the work after accepting the same, penalty @ 25% will be imposed on the amount of surrendered work. The Printer/Press/Bidder would also be liable for forfeiture of their Security Deposit. In case of short supply made by the Printer/Press/Bidder, penalty@10% for the unexecuted value of work shall be imposed.
28. The Printing and Binding must be strictly as per the specification mentioned. For defects in quality of product/work, penalty as deemed fit, shall be imposed by the PLDB, whose decision shall be final. The job for which the Printer/Press/Bidder has used its own paper/material, such paper & material may be got tested from technical committee of this department or Government Approved lab, as required, and if not found up to the mark, penalty shall be levied as under:-

Maximum Penalty for Less G.S.M variation up to-	Penalty @
Upto 2.5%	= NIL
2.5% to 5%	= 5%
5% to 7.5%	= 10%
7.5% to 10%	= 15%
10% to 15%	= 20%

In case the variation is more than 15%, then the penalty will be imposed as per Departmental Committee recommendation.

29. Entire work assigned to **Printer/Press/Bidder** will have to be completed/ supplied within the period as per Print Order, failing which penalty for late execution of the job will be levied as under, on amount payable for material supplied late:-

Penalty (maximum) for supplies made late:	Penalty @

a)	Up to 25% part of supply time given in the Print Order	7-1/2%,
b)	Up to 50% of supply time given in the Print Order	15%,
c)	Up to 75% of supply time given in the Print Order	22-1/2%
d)	More than 75% part of supply time given in the Print Order	30%

Penalty will be imposed in commensuration with supplied quantity of AI Registers of PLDB, *vis-à-vis* time granted for the supply. In genuine cases, where delay is due to reasons beyond the control of Printer/Press/Bidder, PLDB may extend the period of delivery. However, in case supplier fails to supply the material within extended period, the penalty will be levied from the original date of supply, as detailed above on full amount or part of the supply delayed, as the case may be.

30. No payment will be made in advance for any supply. Though, after the execution of the order, all efforts shall be made for making payment at the earliest possible; however, no interest shall be paid whatsoever.
31. If any Dispute arises, the jurisdiction shall be at Sahibzada Ajit Singh Nagar only.
32. The Tenderer would follow the terms and conditions mentioned in tender documents, failing which the Bid document would be rejected.
33. FINANCIAL BID is to be submitted ONLINE which must contain the pricing aspects and rates. No hard copy is required to be submitted in lieu of the Financial Bid.
34. Rates should be quoted in Indian Rupees only, FOR at destination (Anywhere in Punjab) as mentioned in Print Order.
35. All applicable taxes should be included in the quote.
36. Any confusion in filling the columns of "Units" and "Rates" shall altogether debar such Tender from being considered.
37. Tendered Rates will remain valid for 180 days.
38. The PLDB reserves the right to accept or reject lowest tender or all bids/tenders and holds the discretion to increase/decrease the quantity of tender material.
39. The Punjab Livestock Development Board reserves the right to allot the work to one party or to distribute work to the parties **at L-1 approved rates** as the circumstances demand, at the time of allotment or during pendency of work, keeping in view the urgency and interest of the Government as well as capacity of the Press. **However Preference will be given to the L-1 Printer/Press/Bidder.**
40. If any Tenderer gives wrong statement or deviates from any condition, his/her Earnest Money/Security Deposit will be forfeited and action will be taken against the concerned Printer/Press/Bidder. In case of failure of supply of AI Registers, security money deposited by the Printer/Press/Bidder would be confiscated.
41. GST Tax clearance Certificate- GST returns (GSTR-I and 3B) for last 3 years i.e. Financial year 2020-21, 2021-22 and 2022-23.
42. Income Tax Returns for Last 3 year i.e. Assessment Year 2021-22, 2022-23 and 2023-24.
43. Average Annual turnover for last 3 years i.e. Assessment Year 2021-22, 2022-23 and 2023-24 must be 1.50 Cr. Or above of the Bidder and 6.00 Cr. Or above of Printer/Press and must be duly verified by CA alongwith UDIN generated certificate.

SPECIFICATIONS

Item – A.I. Register

(No. 35272)

A.I. Register shall have below Technical specifications:-

Technical specifications:

Paper	75 GSM (A Grade Mill)
Size	13.5" inch X 8.25" inch (Landscape)
Leaves	100 leaves
Printing	Both side printing as per our design presented at the time of issuing of Purchase Order
Binding board	Straw board/hard board (32 ounce)
Binding	Hard case binding with side binding cloth with corner (1st quality)

Annexure-A

CERTIFICATE BY THE Printing Press REGARDING MINIMUM MACHINERY AND MANPOWER

Date of Submission :

It is certified that we have below mentioned MINIMUM MACHINERY AND MANPOWER IN-HOUSE for satisfactory performance.

a)	Single colour Offset Printing machines	
b)	Multicolour offset machines	
c)	Binding and Trimming machine	

a)	Engaged in office	
b)	Manpower for Printing Section	
c)	Manpower for Binding Section	

Signature of the Printer/Press(Full Signature)

Name of the Signatory

Designation of the Signatory

Stamp of the Firm

Name of the Printer/Press

Address

.....

Phone Mobile no:

E-mail

Annexure-B

Certificate by the Tenderer

Date of Submission :

Read and Accepted

As above all Terms & Conditions of this Tender have been Read and Accepted by me/us.

We are applying for: -

Printing and Supply of AI Registers.

In this connection, I / we hereby quote to supply the goods specified in the prescribed schedule in the manner set-forth in these Terms & Conditions and fully understand that these Terms & Conditions will be binding upon me / us in the event of the acceptance of my / our Tender.

A sum of **Rs. 20,000/-** as Earnest Money has been sent.

And should I / we fail to execute deposit Security as laid down in the Terms & Conditions or as per instructions within 10 days of the issue of Acceptance of Tender to our Firm, I / we hereby agree that the above sum of Earnest Money may be forfeited unilaterally to the Punjab Livestock Development Board.

Signature of the Bidder (Full Signature)

Name of the Bidder

Designation of the Bidder

Stamp of the Firm

Name of the Bidder

Address

.....

Phone

Mobile no:

e-mail

PUNJAB LIVESTOCK DEVELOPMENT BOARD

SCHEDULE 'A'

Scope of Work

Item- A.I. Register	
A.I. Register shall have below Technical specifications:-	
Technical specifications:	
Paper	75 GSM (A Grade Mill)
Size	13.5" inch X 8.25" inch (Landscape)
Leaves	100 leaves
Printing	Both side printing as per our design presented at the time of issuing of Purchase Order
Binding board	Straw board/hard board (32 ounce)
Binding	Hard case binding with side binding cloth with corner (1st quality)

Signature of the Printer/Press/Bidder -----(Full Signature)

Name of Printer/Press/Bidder : -----

Address: -----

Phone: ----- Mobile no.-----

E-mail -----

VENDOR's PROFILE

Schedule-B

TECHNICAL DETAIL of the Printer:--

Name of the Press	
Address of the Press	
Constitution of the Press	
Established Since	
Income Tax Pan	
GST no.	
Phone	
Email I.D.	

1. DETAIL OF PRINTING MACHINERY

Sr. No.	Name of Machine	Machine Size	Speed per hour

2. Detail of Computers/Printers

Sr. No.	Type of Machine	Utility-Size	Speed

3. Detail of Processing & Plate Making Machinery

Sr. No.	Type of Machine	Size	Speed per hour

SCHEDULE-"C"

Conditions of Contract

This agreement is entered into on the day of between Additional Chief Executive Officer, Punjab Livestock Development Board, Livestock Complex Sector 68 SAS Nagar (Mohali) Punjab (hereinafter referred to as **PLDB** his authorized nominee on **One Part** and M/s(hereinafter referred to as a **Contractor/ Service Provider**) on the **Second Part;**

Whereas PLDB is desirous of entering into an agreement for availing the services such as buying of AI Registers.

Whereas the **Contractor/ Service Provider** selected through e-tendering has offered to undertake the said responsibilities for providing the services such as supply of AI Registers in the entire State of Punjab.

Now this agreement witnesses the following Terms and Conditions:-

1. This contract shall be for initial quantity supply of AI Registers from the date of its signing which can be increased/decreased as per requirement.
2. The AI Registers to be supplied under this contract will be of the quality equal and answerable in every respect to the specifications given in the e-tender and approved by the Additional Chief Executive Officer, Punjab Livestock Development Board, Livestock Complex, Sector 68, Near Army Institute of Law, S.A.S. Nagar. The Contractor shall be responsible for all complaints as regard to the quality and quantity. In case of dispute regarding quality of AI Registers, the decision of the Additional Chief Executive Officer, Punjab Livestock Development Board, Livestock Complex, Sector 68, Near Army Institute of Law, S.A.S. Nagar will be final and binding on the Contractor. It will be open to the Additional CEO, PLDB to send samples taken from the supply of AI Registers provided by the Contractor to any laboratory for chemical analysis and the cost thereof will be borne by the Contractor.
3. The Additional Chief Executive Officer, Punjab Livestock Development Board may by notice in writing call upon the Contractor to supply additional volumes of the AI Registers to serve additional requirements generated. Such additional supplies will be governed by all the conditions laid down under specifications and terms/ conditions of this tender.
4. The panel of officers appointed by the Additional Chief Executive Officer, Punjab Livestock Development Board, shall have the power to inspect the Press before, during or after supply of the material and to reject the same or any part or portion after the written approval of Additional Chief Executive Officer, Punjab Livestock Development Board, SAS Nagar, if he/she or they be not satisfied that the same is not as per the specifications/ conditions of the tender. The Contractor/ Service Provider shall not charge or be paid for supplies rejected as above and such supplies shall be removed by the Contractor/ Service Provider at once and at his expense. He shall neither claim nor be entitled to payment for any damage that rejected supplies may suffer from any harm whatsoever incidental to a full and proper examination/ inspection and any test of such supplies. PLDB shall be under no liability whatever for rejected supplies and the same will be at the Contractor's risk. Rejected supplies shall be removed by the Contractor within 15 days after notice

has been issued to him of such rejection and failing such removed/ rejected goods will be at Contractor's risk and PLDB may charge the Contractor rent for the space occupied by such rejected goods.

5. The payment of any bill in case not made within three months from the date of its submission to its checking and satisfaction of the inspection committee the party to whom the bill was forwarded should be addressed first. Failing satisfaction, the matter should be reported to the Additional Chief Executive Officer, Punjab Livestock Development Board,. All such complaints should give :-
 - i) The number and date of the requisition.
 - ii) The designation of the requisition officer.
 - iii) The designation and address of the officer to whom the bill was sent by mentioned in (iv) above.
 - iv) Full reference to reminders if issued.
6. The rates quoted by bidder are on FOR basis and No separate freight charges will be payable.
7. This is subject to the condition that the AI Registers will be supplied safely by the Contractor in any vehicles as permitted by law to carry/ transport AI Registers with valid documents in this regard. The Additional chief Executive Officer, Punjab Livestock Development Board, will be the authority to determine whether or not the loss or damage was caused through the Contractor's negligence and the decision of the Additional Chief Executive Officer, Punjab Livestock Development Board, or some other officer/acting in his behalf shall be a final and conclusive against the contract.
8. In the event of withdrawal or discontinuation of material** and consequent ceasing of or reduction in demand, the Service Provider shall not be entitled to any compensation. PLDB, however make all reasonable endeavors to give warning of any impending complete withdrawal or of any reduction seriously affecting quantities likely to be required under contract.
9. The Contractor/ Service Provider acknowledge that he/she has made himself/herself fully acquainted with all the conditions and circumstances under which the Contractor/ Service Provider required under the contract will have to be made or furnish and with all the terms, clauses, conditions, specifications and other details of the contract and the contractor shall not plead ignorance of any of those as excuse in case of complaint against or on rejection of supplies tendered by him or with a view either to asking for enhancement of any rates agreed to in the contract or to evading any of his obligations under the contract.
10. No payment will be made in advance for any supplies under this contract.
11. The Contractor/ Service Provider shall not assign or sublet the contract.
12. If any question, difference or objection whatsoever shall arise in any way connected with or arising out of this contract or the meaning or operation of any part thereof or the rights, duties or liabilities of either party then save in so far as the decision of any such matter is herein before provided for and has been so decided every such matter including whether its decision has been otherwise provided for and/or whether it has finally decided accordingly or whether the contract should be terminated or has been rightly termination in whole or part and as regards the rights and obligations of the parties as the result of such termination shall be referred for Arbitration to any officer appointed by the Punjab Government acting as such at the time of reference and his decision shall be final and binding and where the matter involves, a claim the amount if any awarded in such Arbitration shall be recoverable in respect of the matter so referred.

13. If the price of contracted AI Registers is controlled by the Government, the payment will in no case be made at higher rate than the contracted rate.

14. The Printing and Binding must be strictly as per the specification mentioned. For defects in quality of product/work, penalty as deemed fit, shall be imposed by the PLDB, whose decision shall be final. The job for which the Printer/Press/Bidder has used its own paper/material, such paper & material may be got tested from technical committee of this department or lab, as required, and if not found up to the mark, penalty shall be levied as under:-

Maximum Penalty for Less G.S.M variation up to-	Penalty @
Upto 2.5%	= NIL
2.5% to 5%	= 5%
5% to 7.5%	= 10%
7.5% to 10%	= 15%
10% to 15%	= 20%

In case the variation is more than 15%, then the penalty will be imposed as per Departmental Committee recommendation.

In witness thereof the parties have signed this Contract at SAS Nagar on the date first above written:

(.....)

(.....)

Punjab Livestock Development Board

for Service provider

Witnessed by

1.....

2.

Name and Address :

Name and address :

