

Grams: "INTERED"

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# TENDER DOCUMENT

*For Supply of*

**MAP LITHO WHITE PRINTING REEL PAPER  
USING VIRGIN PULP  
for the year 2014-15**

(For the states of Andhra Pradesh and Telangana)

**SECRETARY  
BOARD OF INTERMEDIATE EDUCATION  
VIDYABHAVAN, NAMPALLY,  
HYDERABAD- 500 001.**

Sl.No:-

PRICE:- Rs. 1,000/-

BOARD OF INTERMEDIATE EDUCATION:: A P/ T.S :: NAMPALLY:  
HYDERABAD.

Rc No:- 26/D1/2014-15Dated:- -11-2014.TENDER FORM

(FOR SUPPLY OF MAP LITHO WHITE PRINTING REEL PAPER USING  
VIRGIN PULP FOR THE YEAR 2014-15)

Issued to M/s .....  
(to be filled & signed by the tenderer)

Signature & Office seal of  
the issuing officer

I/We.....

Submit the Tender for supply of 60 GSM Map Litho White paper USING VIRGIN PULP in the shape of reels of 87 cms and 43.5 cms width as per the Tender Notice Rc. No. **26/D1/2014-15, Dated:- 06-11-2014.**

I/We.....

With reference to your tender notice, accept the Terms & Conditions governing the tender as detailed in the Tender Schedule and enclose the Demand Draft No:..... dated: for Rs.\_\_\_\_\_ (Rupees..... only) drawn in favour of the Secretary, Board of Intermediate Education, A.P., Nampally, Hyderabad towards Earnest Money Deposit.

I/We also enclose herewith the following documents:-

1. E.M.D. Demand Draft for Rs. 5,00,000/-
2. Demand Draft for Rs. **1,000/-** towards the cost of Tender form in case of downloaded Tender documents.
3. S T/VAT Clearance Certificate
4. Solvency Certificate
5. Self Declaration on a non-judicial stamp paper worth of Rs. **100/-** (Rupees One Hundred only) valid for a period of 12 months from the date of acceptance of the tenders.
6. A sample of 10 Meters Length of white reel paper.
7. **Documentary proof of manufacturing virgin pulp paper, registration Certificate issued by the Ministry of Commerce & Industry, Department of Commerce, Directorate General of Supplies & Disposals, Govt. of India.**

SIGNATURE OF THE TENDERER  
WITH STATUS & SEAL

**BOARD OF INTERMEDIATE EDUCATION:: A P/T.S. : : NAMPALLY:  
HYDERABAD.**

**Rc No 26/D1/2014-15**

**Dated:- -11-2014.**

**TENDERS FOR SUPPLY OF MAP LITHO WHITE PRINTING REEL PAPER USING  
VIRGIN PULP FOR THE YEAR 2014-15.**

**TERMS & CONDITIONS**

1. The Tenderer should submit the original Tender Form issued by this office or the downloaded Tender form in person duly filled in along with enclosures to the Deputy Secretary (Admin), Board of Intermediate Education, A.P., Nampally, Hyderabad on or before **03.00 P M.**, on **17-11-2014** duly following the procedure given below:-
  - A) The pre-qualification tender and price tender should be submitted in **two separate sealed covers superscribed** as detailed below:-
 

**COVER NO. (1) –PRE-QUALIFICATION TECHNICAL TENDER–** It should be submitted in a sealed cover containing with the following documents duly superscribing as PRE-QUALIFICATION TENDER FOR SUPPLY OF 87 cms. And 43.5 cms, width, 60 GSM MAP LITHO WHITE REEL PAPER USING VIRGIN PULP FOR THE YEAR 2014-15.

    - a) Prescribed Tender Form obtained from B. I. E. (**OR**) the downloaded prescribed Tender form duly filled in and signed by the Tenderer.
    - b) The Earnest Money Deposit in the shape of a Demand Draft for an amount of **Rs.5,00,000/-** (Rupees Five Lakhs only) drawn on any nationalized bank in favour of the Secretary, Board of Intermediate Education, A.P., Hyderabad after the date of publication of this tender notification. The E M D amounts of previous tenders, if any, pending with B. I. E. will not be adjusted under any circumstances.
    - c) Non-refundable amount of **Rs.1,000/-** (Rupees One Thousand only) paid by way of demand Draft drawn on any Nationalized Bank in favour of the Secretary, Board of Intermediate Education, A P, Hyderabad, towards the cost of Tender form **in case of downloaded Tender documents.**
    - d) Latest Xerox copy of Sales Tax/ VAT clearance Certificate.
    - e) A latest solvency certificate obtained on or after the date of issue of the tender notice from the Officer of Revenue Department not below the rank of MRO/Tahsildar (**OR**) from a Nationalized/Scheduled commercial Bank for an amount of not less than **Rs.1,00,000/-** (Rupees One Lakh only).
    - f) The prescribed Self Declaration on a non-judicial stamp paper worth of Rs. 10/- for acceptance of same rate valid for a period of 12 months from the date of acceptance of the tenders.
    - g) Documentary proof of manufacturing virgin pulp paper, registration Certificate issued by the Ministry of Commerce & Industry, Department of Commerce, Directorate General of Supplies & Disposals, Govt. of India.

- h) A length of 10 Meters, (87 cms and 43.5 cms width, 60 GSM) of **Map Litho White Reel Paper** manufactured **with virgin pulp** at free of cost as **SAMPLE** duly stamped and signed indicating the size, grammage, name of the manufacturer, date of production of sample along with the tender form No. and any other pertinent technical information should be submitted separately in the shape of reel. **Only one sample should be submitted.**

**Failure to enclose any of the above documents is liable for rejection of the Tender form.**

- (B) COVER NO. (2) – **PRICE TENDER** – It should be submitted in a **Sealed Cover** containing with the filled in prescribed Price Tender form duly superscribing as PRICE TENDER FOR SUPPLY OF 87 Cms., X 60 GSM MAP LITHO WHITE REEL PAPER USING VIRGIN PULP FOR THE YEAR 2014-15 and note that the rate quoted shall be constant for the entire period of contract irrespective of increases in prices.
2. Any corrections, if any made in the tender form and Price Tender should invariably be attested by the person who signed on the tender form.
  3. **Only reputed Mills/Manufacturers having experience/expertise in manufacturing of 60 GSM, 87 cms. and 43.5 cms, Map Litho white reel paper using with virgin pulp need to submit the Tenders. Paper shall consists of 100% virgin chemical pulp and shall be free from unbleached pulp. Paper made out from waste paper or paper cuttings is not acceptable. Firm shall have integrated pulp and paper manufacturing facilities.**
  4. The Tender forms are not transferable and telegraphic/fax/Postal tenders will not be entertained.
  5. The E.M.D. amount so deposited of the successful tenderers will be retained with B.I.E., for a period of one year i.e., 12 months from the date of the acceptance of tender with no interest thereon. The E.M.D. of the unsuccessful tenderers will be returned after finalization of the tenders on production of a requisition letter from the firms.
  6. The tenderer should produce the latest Sales Tax/ VAT clearance certificate issued by the competent authority where they are assessed or assessable to sales.
  7. Rates should be quoted inclusive of all Taxes applicable (FOR) O/o the Secretary, Board of Intermediate Education, A.P., Nampally, Hyderabad (or) at the desired place(s) of Twin cities as desired by the Secretary at the time of delivery. Variation in rates will not be accepted.
  8. Quantity proposed for purchase can be increased (or) decreased as per the requirement at the discretion of the Secretary, B I E, A P, Hyderabad.
  9.
    - a) The **Cover No. (1)** marked as **PRE-QUALIFICATION TECHNICAL TENDER** will be opened on **17-11-2014** at **4.00 PM.**, in the premises of the Board of Intermediate Education, A.P., Hyderabad in the presence of tenderers OR their authorized representatives who attends the meeting at that time.
    - b) The **cover No. (2)** marked as **PRICE TENDER** will not be opened till the pre-qualification tenders are examined and determining their eligibility, suitability as the case may be and the samples of the eligible firms will be sent to test and basing on the test reports, the qualified firms will be informed the date & time of opening of the Price Tender. However the tentative date for opening of **PRICE TENDER** is fixed on **17-11-2014** at **2.00 P M** and the change of date if any required, will be intimated to the technically qualified firms.

10. The Secretary, Board of Intermediate Education, A.P., Nampally, Hyderabad reserves the right to reject any or all the tenders received without assigning any reason(s).
11. The tenders may normally be finalized and awarded to a successful tenderer whose tender has been determined to be substantially responsive basing on the test reports of the sample and lowest rate quoted. As such it should be noticed that quoting of the lowest rate is not a criteria for awarding the contract. However, the tenderer who has quoted lowest rate and passed in the test report may normally be awarded.
12. The Secretary, Board of Intermediate Education, Hyderabad will have the discretion to cut down the rates by negotiations and also to distribute the supply between several tenderers in order to ensure prompt supply.
13. The successful tenderer should enter into an Agreement for a due performance on a non-judicial stamp paper worth of Rs. **100/-** (Rupees one hundred only) payable by the tenderer (proforma of the Agreement is enclosed).
14. Failure on the part of the successful tenderer to enter into an agreement as specified under clause 13 above, within the specified date, shall entail forfeiture of E.M.D., besides suitable legal action and keeping the firm under black list.
15. Time & Date of delivery of the material shall be deemed to be the essence of the contract and the supplier shall deliver the material as per the order letter issued by the Secretary, B I E (or) officer duly authorized.
16. The supply of any part/share of interests in it is not to be transferred or assigned by the successful tenderer/supplier directly or indirectly to any person(s), whoever, without the written consent of the Secretary, B I E, A P, Hyderabad.
17. There shall not be any variation(s) in **GSM, Size of paper and as per ISI Specifications** as detailed below.

Size	..	87 cms & 43.5 cms width reels
Substance	..	60 GSM (tolerance allowed +2.5% or – 2.5% as per IS: 1848/2007.
Breaking length	..	MD 3000 (min) CD 2000 (min)
P.H.	..	5 (min)
Cobb	..	25 max./ minute
Brightness	..	77 % (min)
Opacity	..	80 % (min).
Smoothness (Bendsten)	..	280 (max)
Tear Index	..	MD 3.5 (Min)
	..	CD 4.0 (Min)
Wax Pick	..	No Pick on NA
18. With every delivery of supplies, ten (10) meters length of supplied White Reel Paper should be submitted separately.
19. Change of address, if any, shall be informed to the Board of Intermediate Education, A.P., Nampally, Hyderabad immediately, otherwise any notice, order, information etc., to the supplier shall be deemed to be sufficiently served at his usual last known place (or) abode (or) business.

20. Invoices/Bills in duplicate should be sent with every delivery of the materials for payment.
21. No advance payment will be made. Bills will be cleared in normal course after the supplies are accepted by the competent authority in all respects.
22. Payments will be made by way of Account Payee Cheques only on the Firm's name.
23. 1% of the amount of the Bill will be deducted as Security Deposit which will be refunded along with the E.M.D. on satisfactory completion of the Contract.
24. After deduction of the Security Deposit, 99% of the Bill amount will be paid only after receipt of the laboratory tests report on supplies duly deducting the charges of Tests, penalties, if any, etc.
25. Upon the complete fulfillment of this contract by the successful tenderer to the satisfaction of Board of Intermediate education, the Earnest Money Deposit and the Security Deposit shall be returned duly deducting the amounts, if any, due by the supplier to this office.
26. If the successful tenderer fails to deliver the material (or) any consignment thereof within the delivery date specified, for such delivery, the Secretary, Board of Intermediate Education, Hyderabad shall be entitled at his option either;
  - a) to recover liquidated damages;
  - b) to purchase elsewhere without notice to the firm, at the account and risk of firm to the extent of material non-delivered.
  - c) To cancel the entire order(s) (or) a portion thereof and if so desired to purchase the materials at firm's risk and cost.
  - d) In the event of action taken under (b) or (c) above, the firm shall be liable for any loss which the B.I.E., may sustain on that account and the firm shall not be entitled to any gain on such purchase made against default and the manner & method of such purchases shall be at the entire discretion of the Secretary, B I E., Nampally, Hyderabad whose decision shall be final.
  - e) If the supplied material is found unsatisfactory (or) does not confirm to the specifications mentioned at clause No. 17 above, at any stage, the Secretary has powers to reject the supplied material totally or partially.
  - f) If the supplier fails to supply the ordered material at any stage (or) in any manner, the E.M.D. along with the Security Deposit shall be forfeited and the extra cost involved on the purchase of the material so ordered from the source shall be charged on the supplier who shall be bound to pay such charges.
  - g) The rejected material shall be removed immediately at the cost of supplier within three days of such intimation. If not, a penalty as desired by the Secretary, B I E should be imposed besides liable to be charged for the expenses incurred by B.I.E. for removal of such rejected material(s).
27. The supplier shall be entirely responsible for all taxes, duties and license fee etc., incurred until delivery of goods contracted to Board of Intermediate Education including the increases, if any.

28. **The successful tenderer should serve both the states (i.e. Andhra Pradesh & Telangana States) with the same tender conditions mentioned in tender document.**
29. The decision of the Secretary, Board of Intermediate Education, Hyderabad shall be final in all matters in respect of this tender.
30. The tenderer should carry out scrupulously all the instructions given to them from time to time by BIE, AP, Hyderabad.
31. If any dispute arises as to quality of paper supplied for purpose of either acceptability of purchase under clause (b), (c) & (d) of condition No. **26**, the opinion of the Secretary, Board of Intermediate Education, Hyderabad shall be final and he shall not be required to give any reason(s) in writing for rejection (or) action taken on the supplies to that extent.
32. If the Tenderer is on **DGS & D Rate contract** for the item(s) covered in this Tender a copy of the same shall be enclosed along with the Offer.
33. All the disputes shall be subject to the jurisdiction of the High Court of Andhra Pradesh only.

Sd/-  
Rama Sankar Naik, I.A.S.  
SECRETARY  
Board of Intermediate Education  
A.P., Nampally, Hyderabad.

I here by agree to the above terms and conditions.

Signature of the Tenderer  
Designation with Office Stamp

**BOARD OF INTERMEDIATE EDUCATION: A.P/TS :: NAMPALLY  
HYDERABAD**  
**Tenders for supply of Map Litho White Printing Reel Paper using virgin  
pulp for the year 2014-15**

**DECLARATION**

(to be signed & submitted by the tenderer on a Non-Judicial stamp paper  
worth of Rs. 10/- to be borne by the tenderer)

I/We.....  
do hereby declare that I/We shall keep my offer open for acceptance for a period  
of one year i.e., 12 months from the date of acceptance of tenders and in the event  
of my offer being accepted, I/We shall abide by the Terms & Conditions and shall  
execute the Agreement as prescribed in the Tender Schedule .

**I/We \_\_\_\_\_ will serve both  
the states (i.e. Andhra Pradesh & Telangana States) with the same tender  
conditions mentioned in tender document.**

- 1) Name of the Tenderer signing:  
(in BLOCK LETTERS)
- 2) Designation & Status of the  
Tenderer signing the tender:  
(ie. Proprietor etc.)
- 3) Detailed address of the Tenderer:
  - a) Residential Address with Phone Nos.:
  - b) Firm's Address with Phone Nos.:

SIGNATURE & OFFICE SEAL OF THE TENDERER





**BOARD OF INTERMEDIATE EDUCATION : A.P/T.S :: NAMPALLY:  
HYDERABAD**

**TENDERS FOR SUPPLY OF MAP LITHO WHITE PRINTING REEL PAPER  
USING VIRGIN PULP FOR THE YEAR 2014-15.**

**FORM OF CONTRACT**

**(To be submitted by the successful tenderer on a non-judicial stamp  
paper worth of Rs. 100/- duly signed)**

To

The Secretary,  
Board of Intermediate Education,  
A.P., Nampally,  
Hyderabad.

I/We.....(here in after referred to as "**THE SUPPLIER**") hereby contract and agree on the acceptance of tender by the Secretary, Board of Intermediate Education, A P, Nampally, Hyderabad (hereinafter referred as the "**SECRETARY**"). In accordance with the conditions of contract noted below, the **MAP LITHO WHITE PRINTING REEL PAPER USING VIRGIN PULP** name of the quality or sort mentioned in annexure and hereby deposited a sum of Rs. 5,00,000/- (Rupees five lakhs only) as Earnest Money Deposit to be returned to me by the Secretary after the expiry of the period of agreement.

**CONDITIONS OF CONTRACT**

1. The supplier should supply the Map Litho white reel paper (virgin pulp) as sample submitted at the time of tender at the rate approved and agreed for without any deviation.
2. **The supplier should serve both the states (i.e. Andhra Pradesh & Telangana States) with the same tender conditions mentioned in tender document.**
3. This contract is to last for twelve months (12 months) from the date of acceptance of the tender. But in the event of any breach of agreement at any time in any manner on the part of the supplier, the contract shall be terminable by the Secretary without compensation to the supplies. The contract may also be put to an end at any time by the Secretary upon giving **THREE** days notice.
4. The Map Litho white printing paper **MANUFACTURED BY USING VIRGIN PULP** in the shape of reels with **87 Cms & 43.5 cms width and 60 GSM** to be supplied under this contract are to the quality as per ISI specifications as laid down in tender schedule.

5. The Map Litho white printing paper in shape of reels is to be delivered either at the office of the Secretary, Board of Intermediate education, A.P., Nampally, Hyderabad or at any other place AS ORDERED BY SECRETARY, B I E.
6. Free of transport charges at suppliers risk, as ordered by the Secretary or by the Officer duly authorized by the Secretary on his behalf from time to time. In case of failure to supply goods at the place of delivery, the consequent extra expenditure shall be borne by the supplier.
7. Time & Date of delivery of the materials shall be deemed to be the essence of the contract and the supplier shall deliver the materials as per the schedule to be given by this office in the order for supply by the Secretary or by the officer duly authorized on his behalf.
8. The supply of any part/share of interests in it, is not to be transferred or assigned by the supplier directly or indirectly to any person or persons, whoever, without the written consent of the Secretary.
9. There shall not be any variation in GSM, Size of the paper and IS:1848:2007 specifications as laid down in the tender schedule.
10. With every delivery of supplies, **TEN (10)** meters of length reel paper should be submitted as sample.
11. Any notice or order to the supplier shall be deemed to be sufficiently served at his usual last known place or abode or business.
12. The supplier shall furnish security for the due fulfillment of the contract equivalent to 1% of the total value of the supplies. This amount shall be deducted from the bills of the firm @ 1% as Security Deposit and on satisfactory completion of full supplies, the Security Deposit so deducted shall be released along with the E.M.D., to the firm.
13. If the tenderer commits breach of the agreement, the Secretary has right to forfeit the E.M.D as well as 1% of the Security Deposit so deducted from the bills and the tenderer shall have no claim for the said amounts.
14. Nothing in the foregoing clauses shall prevent the Secretary from resorting to outside purchases.
15. Payment will be arranged through crossed account payee cheques only on the bankers of the Board of Intermediate Education after verification of the bills.
16. Depending on the receipt of the material by this office 99% of bill amount will be paid only after receipt of the laboratory test report on the supplies made. **The charges of the lab tests shall be deducted in the corresponding Bill amount.**

17. Upon the complete fulfillment of this contract by the supplier to the satisfaction of the Secretary, the EMD sum of Rs. 5,00,000/- (Rupees Five Lakhs only) deposited by the supplier and the Security Deposit so deducted from the bills shall be returned duly deducting the amounts if any due by the supplier to this office.
18. All the disputes shall be subject to the jurisdiction of the High Court of Andhra Pradesh/Telangana only.

**PENALTY CLAUSE:**

1. If the supplied material found unsatisfactory (or) not conforming to the specifications mentioned at clause No. 17 as laid down in the Tender Schedule at any stage, a penalty of minimum 5 % will be imposed on the supplier on the total cost of the concerned consignment. For major defects payment will be forfeited besides keeping the firm under black list.
2. If the supplier fails to deliver the material on or before the said date and time specified for it, the Earnest Money Deposit is liable to be forfeited and the extra cost is involved on the purchase of the material so ordered from the source shall be charged on the supplier who shall be bound to pay such charges.
3. Rejected materials shall be removed immediately at the expense of the supplier within three days or such intimation to the supplier. If not a penalty will be imposed as desired by the Secretary and the supplier is also liable to be charged for the expenses incurred by the Board of Intermediate Education for removal of such rejected materials.

SIGNATURE OF THE SUPPLIER  
WITH STAMP & ADDRESS

WITNESS:-

- 1.
- 2.

Sd/-  
Rama Sankar Naik, I.A.S  
SECRETARY