



राष्ट्रीय जल विकास अभिकरण

जल शक्ति मंत्रालय, भारत सरकार

(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)

National Water Development Agency

Ministry of Jal Shakti, Government of India

(Department of Water Resources, River Development and Ganga Rejuvenation)



सं.:राजविअ/201/5/सा./भाजस-2019/11502-03 दिनांक: 20 अगस्त 2019

निविदा सूचना

महानिदेशक, राष्ट्रीय जल विकास अभिकरण, 18 – 20, सामुदायिक भवन, साकेत, नई दिल्ली – 110 017 की ओर से अधोहस्ताक्षरकर्ता द्वारा नीचे दिये गये विवरणानुसार दिल्ली स्थित मुद्रणकार्य में अनुभव रखने वाली ऑफसेट प्रिंटिंग फर्मों से मुहरबंद बोली आमंत्रित की जाती हैं:

धरोहर राशि (वापसी योग्य)	निविदा फार्म डाउनलोड के लिए आधिकारिक वेबसाइट पर उपलब्ध है।		बोली जमा करने की अंतिम तिथि और समय	बोली खोलने की तिथि और समय
	से	तक		
रु. 10000/-	20 अगस्त 2019 (14:00 बजे)	03 सितम्बर 2019 (14:00 बजे)	03 सितम्बर 2019 (15:00 बजे)	03 सितम्बर 2019 (15:30 बजे)

सभी संबंधित सूचना और निविदा फार्म कार्यालय की वेबसाइट <http://nwda.gov.in> और www.eprocure.gov.in पर देखे और डाउनलोड किये जा सकते हैं।


20.8.2019

(राकेश कुमार गुप्ता)

अधिशायी अभियंता (मु.)

011-26965315 (का.)

+91-7665573711(मो.)

प्रतिलिपि:

- निदेशक (ब.), राजविअ, साकेत, नई दिल्ली को वेबसाइट पर निविदा दस्तावेज अपलोड करने के अनुरोध के साथ।
- निदेशक (वित्त), राजविअ, साकेत, नई दिल्ली को सूचनार्थ।



राष्ट्रीय जल विकास अभिकरण

जल शक्ति मंत्रालय, भारत सरकार

(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)

National Water Development Agency

Ministry of Jal Shakti, Government of India



No. NWDA/2017/57/G/WW-2019/11502-03

Tender Notice

Sealed bids are invited by the undersigned on behalf of DG, NWDA, 18 - 20, Community Centre, Saket, New Delhi - 110 017 for **Printing work** from Delhi based offset printing firms.

EMD (Refundable)	Tender Form available for downloaded from Official website		Last date & time of bid submission	Bid opening date & time
	From	To		
Rs. 10000/-	20 Aug. 2019 (14:00 hrs)	03 Sept. 2019 (14:00 hrs)	03 Sept. 2019 (15:00 hrs)	03 Sept. 2019 (15:30 hrs)

All the details and tender form is available for viewing and downloading on the "Notices & Tenders" link of the NWDA website <http://nwda.gov.in> and www.eprocure.gov.in. Tenders received after the closing date and time, as mentioned above, will not be accepted.

[Signature]
20.8.2019

(Rakesh Kumar Gupta)
Executive Engineer (HQ)
Tel.: 011 - 26965315 (O)
+91 - 76655 73711 (M)

Copy to:

1. Director (MDU), NWDA, New Delhi with the request to upload the enclosed tender document on the NWDA Website.
2. Director (Finance), NWDA, New Delhi for information.



राजविअ / 201 / 5 / सा./ भाजस - 2019/

दिनांक:

No.: NWDA / 201 / 5 / Gen. / IWW - 2019/11502-503

Dated: 20/08/2019



राष्ट्रीय जल विकास अभिकरण

(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग, जल शक्ति मंत्रालय)

NATIONAL WATER DEVELOPMENT AGENCY

(D/o Water Resources, River Development and Ganga Rejuvenation, Ministry of Jal Shakti)

18 - 20 Community Centre, Saket, New Delhi - 110 017

प्रिंटिंग कार्य हेतु निविदा दस्तावेज

Tender Document for Printing work

निविदा जमा करने की अन्तिम तारीख

Date & Time of Submission of Tender

:

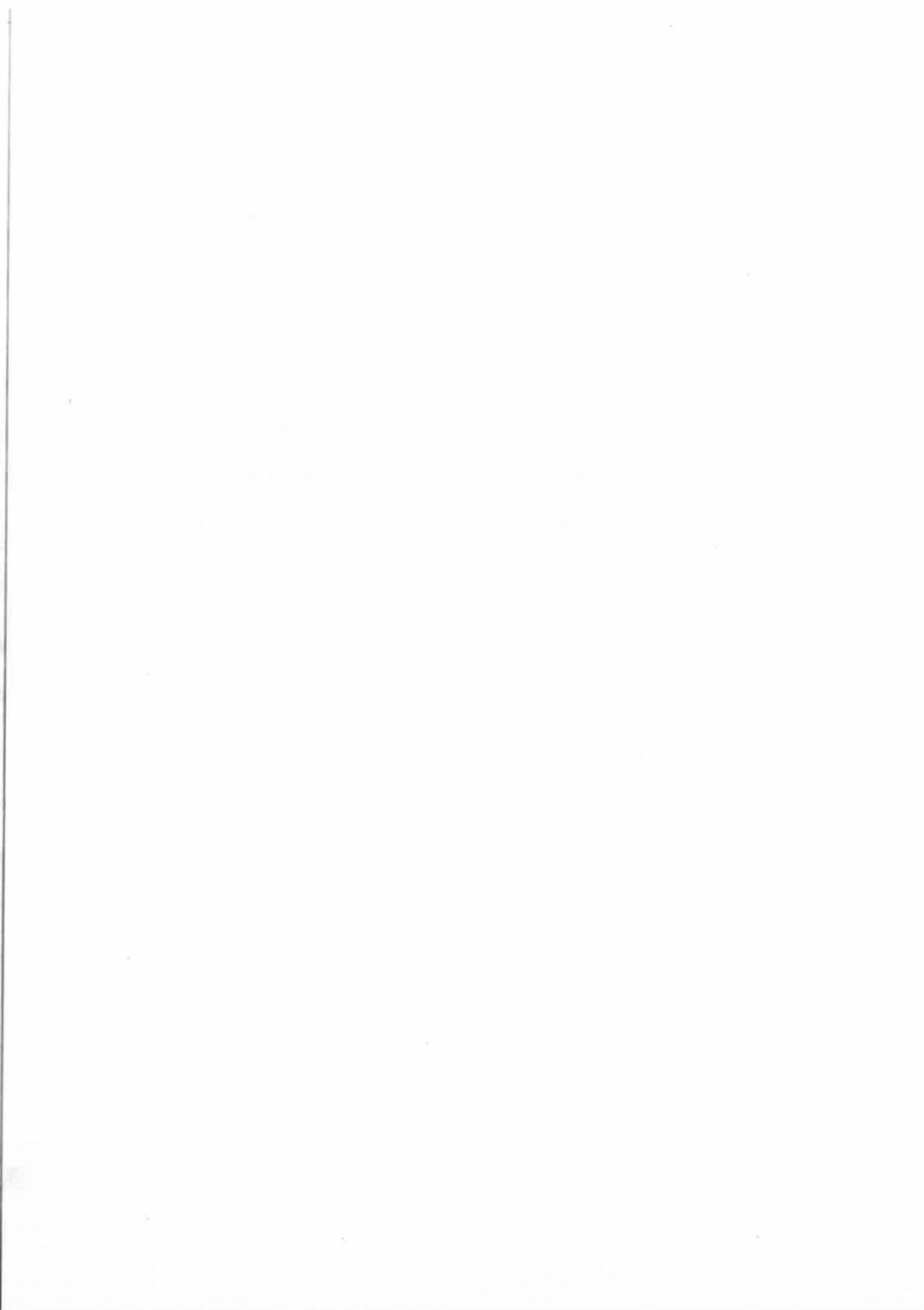
15:00 hrs., 03 Sept., 2019

निविदा खोलने की तारीख

Date & Time of Opening of Tender

:

15:30 hrs., 03 Sept., 2019



Tender for Printing work

National Water Development Agency (NWDA) is a registered autonomous society under the administrative control of Deptt. of Water Resources, River Development and Ganga Rejuvenation, Ministry of Jal Shakti, Government of India.

Scope of Work:

NWDA intends to get printed publication (India Water Week – 2019 Proceedings of Abstract – 1500 copies, which may vary as per requirement) as stated in **Annexure – II** and for this purpose sealed tenders are invited from the Offset printing firms / agencies located in Delhi.

Eligibility Criteria:

1. The tenderer should be "A" or "B" class printer approved by BOA / DAVP

OR

2. Printer should have the following machinery / logistics:
 - a) One Drum/Flat Bed Scanner having resolution of 2000 DPI or above along with system having two or more work stations for planning
 - b) Complete Plate Making equipment with one automatic plate processor
 - c) Two Four colour machines in size 23" x 36" and 19" x 25", out of two one is to be CPC
 - d) Two single colour machines in size 23" x 36" and 19" x 25"
 - e) One Programmatic and One Power driven paper cutting machines
 - f) Two Power driven wire stitching machines
 - g) Two Automatic Folding machine
 - h) One Section Sewing Machine & One Perfect Binding Machine
 - i) DTP with two terminals (core i5 / 6th – 7th Generation or above) along with colour inkjet / laser printer of 600 DPI or above
 - j) Power backup of 100 KVA or above.

GENERAL TERMS & CONDITIONS:

The general terms & conditions applicable for submission of tender and for award of contract by NWDA are as follows:

1. **The printer should have complete infrastructure for printing work in Delhi.**
2. The bids may be submitted in three sealed cover envelopes separately which may be finally placed in one envelope. The **first envelope** shall contain Demand draft / Banker's cheque for EMD super-scribing "EMD", **second envelope** shall contain Technical bid super-scribing "Technical Bid" and **third envelope** shall contain Financial bid super-scribing "Financial Bid".

All the above three sealed envelopes shall be placed together in **another sealed envelope** superscripted with the name of work and submitted on or before due date of opening. The envelope marked "**Technical Bid**" shall be opened whose earnest money, placed in the other envelope marked as '**Earnest Money Deposit**' is found to be in order.

3. The bidders are advised to ensure their capability before bidding as the task has to be completed in a time schedule decided by NWDA. Only those bidders who are capable, willing and are in a position to comply with these terms and conditions need to submit the tender.

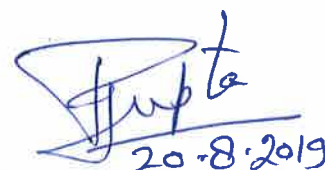
4. Bidders who have been blacklisted or otherwise debarred by NWDA or Central / State Govt. or any Central / State PSUs / Statutory Corporations / Organisations for any failure to comply with the terms and conditions of any contract or for violation of any Statute, Rule or Administrative Instructions will be ineligible during the period of such blacklisting or for a period of three years whichever is earlier.
5. The Bidder, its proprietor / any of its partners / Directors / Members of its Governing body has not been, at any time, convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offense involving moral turpitude.
6. The NWDA reserves the right to reject any or all the tender without assigning any reason. If any successful bidder fails to fulfill his obligation under this tender, he may be blacklisted and NWDA would also be free to circulate such blacklisted agencies to other Ministries / Departments of Govt. of India.
7. Tender must accompany earnest money deposit of **Rs. 10000/- (Ten Thousand only)** by way of Draft / Pay order / banker cheque in favour of **NWDA – India Water Week payable at New Delhi**. The tender without EMD will be considered as unresponsive and rejected. The EMD will not be adjusted in future tender.
8. Bidder may be exempted for submission of EMD if registered with Small Scale Unit with Govt. of NCT of Delhi and / or Micro, Small and Medium Enterprise and NSIC (attach Proof).
9. The rates in **Indian Rupees** (INR) for item(s) should be quoted in the relevant column of **Annexure – II**. Please note that no other alternate items(s) will be considered.
10. All applicable taxes and levies should be clearly mentioned in **Annexure – II**. No extra cost will be paid on account of transportation, insurance, packaging & forwarding or any other account.
11. The period of validity of tender for acceptance should be **3 (Three months)** from the date of opening of financial bid. Tender with less validity shall not be accepted. NWDA shall not entertain any request for escalation in cost / price on account of any reason whatsoever during the period of validity of tender. The Bidder shall prepare the bid based on details provided in the Tender document.
12. Bidder should clearly understand **the requirement of NWDA, as mentioned in Annexure – II, before finalizing the submission of tender**. Tenderer, if desire any clarification in connection with NWDA requirement, may visit “NWDA, 18 – 20, Community Centre, Saket, New Delhi – 110 017” during any working day (Monday to Friday 10.00 A.M to 5.00 P.M). It may be noted that no clarification / information, after closure of the last date of receipt of tender, would be entertained.
13. Tender received after the closing time & date of submission of Tender will not be considered. The envelope containing the tender document thus prepared should also indicate clearly the name, address and contact number of the Bidder to enable the Bid to be returned unopened in case it is declared **“Late Receipt”**.

14. Any modification in offer after the closing date of tender will not be considered. When deemed necessary, the NWDA may seek clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the bid submitted or price quoted.
15. The Tender Committee set up by NWDA shall under take the exercise for evaluation of the technical bids. No cognizance will be taken of any further supporting documents or clarifications or any such additional information furnished subsequently by the firm. However, NWDA reserves the right to call for such clarifications confined to the contents of the technical bids. **All the bidders fulfilling the criteria of technical bids will be Technically Qualified and financial bids of only those technically qualified bidders will be opened.**
16. The financial bids of all the technically qualified bidders will be opened in the presence of bidders or their authorized representatives. The NWDA will inform the date of opening of financial bids to the technically qualified bidders through e-mail.
17. The evaluation of tender / tenders will not be based on conditional discounts.
18. Classification of any bidder as '**Lowest Bidder**' does not automatically bestow any right on him to get the work awarded to him, which is subject to further processing and obtaining approval of competent authority of NWDA.
19. NWDA, for valid reasons, reserves the right to not allot the works to lowest bidder. NWDA also reserves the right to accept any bid, and to annul the Tender process and reject any or all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidder or any obligation to inform the affected Bidder or Bidder of the grounds for NWDA's action.
20. The successful bidder shall provide a Performance Guarantee (PG) for the due and faithful performance of contract for a sum of 5% of the total contract value within **3 (three) working days** of the issuance of notification of award of Contract by NWDA. Performance Guarantee shall be in the form of an irrevocable Bank Guarantee Bond of any scheduled bank in accordance with the form prescribed or in the form of Banker's Cheque / Demand draft / pay order / Govt. security / Fixed Deposit Receipt etc. in favour of "**NWDA - India Water Week**", payable at New Delhi.
21. The EMD of successful bidder will be converted into part of PG and the balance amount of PG is to be submitted within **3 (three) working days** in the form as mentioned in S. No. 20 of this NIT. In case the successful Tenderer does not acknowledge / deposit the Performance Guarantee, then the EMD earlier deposited by the tenderer, shall be forfeited and the tenderer will be debarred from dealing with NWDA in future.
22. Failure of the successful Bidder to comply with the requirement of Clause 21 shall constitute sufficient grounds for the annulment of the award and forfeiture of the "**EMD**", even NWDA may award the Contract to the next best evaluated Bidder or call for new bids.
23. Performance Guarantee shall be returned within 30 days after satisfactory completion of the contract and there is no breach of contract during the period of the contract.

24. The earnest money of unsuccessful tenderers will be refunded within one month from the date of the acceptance of the tender of successful bidder.
25. No interest shall be paid on the EMD / Performance Guarantee amount.
26. If the bidder is **not able to supply** the printed material whether in full or in part, as per specifications and if it exceeds the last date of delivery as indicated in the work order, the Performance Guarantee would be liable to be forfeited by NWDA.
27. If at any point of time, the printed material as per the work order received in NWDA is found unsatisfactory on account of **printing and quality not matching** with the specification laid down by NWDA, the material will be **rejected and no payment** will be made by NWDA. NWDA will be the sole judge of satisfactory execution and **timely delivery** of the job.
28. In the event of **rejection of printed material(s)** supplied, the party would be intimated the details of such rejected printed material(s) as well as the reasons for the rejection and that the material(s) would be lying at NWDA's premises at the risk and cost of the party. The party would call upon to remove the printed material(s) within 15 days, failing which NWDA would either return the printed material(s) to the party on freight-to-pay basis or otherwise dispose off rejected printed material at the party's risk and cost.
29. If the Tenderer, is not able to supply the printed materials as per specifications within the **specified period**, he would be liable to pay liquidated damage @1/2 (half) % per day or part thereof subject to **maximum of 5% of the price of printed material(s)**. In case, the printer fails to execute the order whether in full or in part, the security deposit would be liable to be **forfeited** in full by NWDA.
30. In the event of the Tenderer's **failure to supply** the printed material of acceptable quality or quantity and as per delivery period, the NWDA reserves the right to execute work from any other source at the tenderer's risk & cost and the difference in the cost shall be borne by the tenderer.
31. Tenderer should provide a **soft copy in CD-RW (Page Maker / PDF format)** of the final completed work to NWDA along with printed material. The printing matter shall be a copyright of NWDA.
32. The tenderer should submit the bank details as mentioned in **Annexure - I** for refunding the EMD / Performance Guarantee and making other payments through E-Payments.
33. Decision of DG, NWDA shall be final & binding on both the parties in respect of all matters of dispute arising out of this tender.
34. The printed material would be delivered to **Executive Engineer (HQ) at NWDA, 18-20 Community Centre, Saket, New Delhi - 110 017** within the specified period as stated in work order.

35. Payment Terms:

- (i) Payment will be released within 30 days of receiving the bills for the assigned job from the party, provided the printed material is received as per the work order given by NWDA.
 - (ii) NWDA shall make payment of bills after deduction of all applicable taxes.
36. NWDA reserves the right to increase / decrease the quantity as per requirement at the time of issue of work order.
37. The tenderer should quote considering technical specifications given in **Annexure - I** as minimum specifications failing which the tender is liable to be rejected without any further notice.
38. Tender should be submitted on or before **03 September, 2019 upto 15:00 hrs** to the **Executive Engineer (HQ), NWDA, 18 - 20 Community Centre, Saket, New Delhi - 110 017**.
39. Sealed envelopes of EMD and Technical bid shall be opened at NWDA Office (**18 - 20 Community Centre, Saket, New Delhi - 110 017**) on **03 September 2019 at 15:30 hrs**. The representative of bidders can also participate in tender opening.
40. Financial bids of the technically qualified tenderers shall be opened on a later date and time, which will be intimated to the technically successful tenderers through e - mail.
41. In case of non - receipt of satisfactory response regarding the tender, NWDA will have the right to re - invite the tender.



(Rakesh Kumar Gupta)
Executive Engineer (HQ)
Tel.: 011 - 26965315 (O)
+91 - 76655 73711 (M)

Annexure - I

TECHNICAL BID

1	i)	Details of Firm	
		Name	
		Registered Address	
		Local Office Address	
		Telephone / Fax No. (Office)	
		Experience (No. of years) in the field	
	ii)	Contract Person	
		Name	
		Designation	
		Mobile	
		Landline	
	iii)	Location of Printing Press	
	iv)	Whether registered with Small Scale Unit with Govt. of NCT of Delhi and / or M/o Small and Medium Enterprise and NSIC (enclosed proof)	Yes/No
2	i)	Whether Firm is Proprietorship / Partnership / Limited Company	
	ii)	Name of Contract Person for this Bid & Mobile No.	
	iii)	Whether empanelled with BOA / DAVP as "A" or "B" Class printers (enclosed proof)	Yes/No
		OR	
	iv)	Whether Tenderer has the following machines	
		a) One Drum / Flat Bed Scanner having resolution of 2000 DPI or above along with system having two or more work stations for planning.	Yes/No
		b) Complete Plate Making equipment with one automatic plate processor	Yes/No
		c) Two four colour machines in size 23" x 36" and 19" x 25", out of two one is to be CPC	Yes/No
		d) Two single colour machines in size 23" x 36" and 19" x 25"	Yes/No
		e) One Programmatic and One Power driven paper cutting machines	Yes/No
		f) Two Power driven wire stitching machines	Yes/No
		g) Two Automatic Folding machine	Yes/No
		h) One Section Sewing Machine & One Perfect Binding Machine	Yes/No
		i) DTP with two terminals (core i5 / 6 th -7 th Generation or above) along with colour inkjet / laser printer of 600 DPI or above.	Yes/No
		j) Power backup of 100 KVA or above.	Yes/No

(Authorized Signature with date & seal)

Attachment of Annexure - I

The details of Bank Account in which payment is to be transferred and other details are as follows:

S. No.	Item	Details
1	Name of bank	
2	Bank Account Number	
3	Bank Branch Name	
4	Bank Branch Address	
5	Type of Account (Saving Account / Current Account)	
6	IFSC Code No.	
7	PAN No.	
8	GST No.	

(Authorized Signature with date & seal)

Annexure – II

FINANCIAL BID

Printing of India Water Week – 2019 Proceedings of Abstracts (1500 copies)

S. No.	Schedule of items	Qty.	Rate	Unit	Amount (₹)
1	Indian Art Card Paper 250 GSM (Matte / Glossy) for cover for the A – 4 size report.	1500		Per cover	
2	A – 4 size Indian Art Paper 100 GSM for printing of text / Photographs / Maps / Charts.	170 x 1500 = 2,55,000		Per Sheet / leaf	
3	Printing of cover page (both side) in four colour with photographs, caption and emblem etc.	1500		Per cover	
4	Printing of text / Photographs / Maps / Charts / Graphs etc. on both sides of the paper in single column / double column in English including Type Setting, proof reading etc.				
	a) Single colour printing	80 set of 4 pages x 1500 Reports		Per set of 4 Pages	
	b) Four colour printing	5 set of 4 pages x 1500 Reports		Per set of 4 Pages	
5	Binding of the Proceedings of Abstracts (with Cover page lamination)	1500		Per Report	

Printing of India Water Week – 2019 Proceedings of Abstracts (2000 copies)

S. No.	Schedule of items	Qty.	Rate	Unit	Amount (₹)
1	Indian Art Card Paper 250 GSM (Matte / Glossy) for cover for the A – 4 size report.	2000		Per cover	
2	A – 4 size Indian Art Paper 100 GSM for printing of text / Photographs / Maps / Charts.	170 x 2000 = 3,40,000		Per Sheet / leaf	
3	Printing of cover page (both side) in four colour with photographs, caption and emblem etc.	2000		Per cover	
4	Printing of text / Photographs / Maps / Charts / Graphs etc. on both sides of the paper in single column / double column in English including Type Setting, proof reading etc.				
	a) Single colour printing	80 set of 4 pages x 2000 Reports		Per set of 4 Pages	
	b) Four colour printing	5 set of 4 pages x 2000 Reports		Per set of 4 Pages	
5	Binding of the Proceedings of Abstracts (with Cover page lamination)	2000		Per Report	

(Authorized Signature with date & seal)

