

Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110092

TENDER NOTICE

Sealed Tenders are invited in two bids, Technical and Financial on behalf of Secretary, CBSE exclusively from Paper Mills for the Supply of paper with watermark and paper without watermark, Art card & Art paper etc. as per details below: -

S.	Name of the Item	* Quantity to	Specification	E.M.D. (₹)
No.		be supplied	1	()
01	White Maplitho Paper	2000 MT	Maplitho paper (High bright) with 85%	35,00,000.00
	58.5x91 cms. (23"x36") 80		Brightness, 90% (Min.) Opacity and 24C	
	GSM		Cobb (Max.) with visibility of **32 CBSE	
			watermark logo in each sheet, conforming	
			to BIS Specifications 1848/2007 with latest	
			amendments, Other specifications as per	
			Tender Form, as per Instructions to	
			Bidders and Terms & Conditions	
02	White Art Card 61x94	10F MT	Art Card/Art Paper with min. 80%	
	cms. (24"x37") 230 GSM	125 MT	Brightness and min. 70% gloss conforming	
03	White Art Paper		BIS Specifications: 4658/1998 with latest	3,00,000.00
	58.5x91 cms. (23"x36")	15 MT	amendments, Other specifications as per	2,22,200.00
	130 GSM	10 1011	Tender Form, Instructions to Bidders and	
	130 G5 M		Terms & Conditions	

Tender Form having all the Specifications, Terms and Conditions can be downloaded from CBSE website www.cbse.nic.in or CPP Portal for which Bank Draft of Rs.2000/- be enclosed with the Tender Form (Technical Bid) in favour of Secretary, CBSE payable at Delhi or cash be remitted to the Cashier, CBSE and photocopy of cash deposit receipt be enclosed with the Tender Form before its submission. The Tender can be submitted upto 2.30 pm on or before 17.11.2016. The Tenders received after the specified closing date and time shall be rejected.

For details you may visit link "Tender" on CBSE website www.cbse.nic.in or CPP Portal.

DEPUTY SECRETARY (A&L)

Quantity of items may increase/decrease. Dandy of the CBSE watermark with visibility of 32 logo in each sheet for item at Sl. No. 01 above will have to be prepared by the Mill at their own cost.

Tender	Form	No ·				
ICHACI	1 01111	1 NO	 	 	 	

TENDER DOCUMENT

Sr. No.	Tender No. / Brief Description of the products	Contact Person
01	White Maplitho Paper, White Art Card & White Art Paper	ASSISTANT SECRETARY (ADMN.III) Tel.: 011-22500029 & 22500143 Address:- Central Board of Secondary Education, Shiksha Kendra, 2, Community Centre Preet Vihar, Delhi-110092

IMPORTANT DATE & TIME

Date of availability of Tender documents at	Tender Form having all the Specifications, Terms and
	Conditions can be can be downloaded from CBSE
	website <u>www.cbse.nic.in</u> or CPP Portal for which
	Bank Draft of Rs. 2000/- is to be enclosed with the
	Tender Form in favour of Secretary, CBSE payable at
	Delhi or cash be remitted to the Cashier, CBSE and
	photocopy of the receipt be enclosed with the Tender
	Form before its submission.
Last date of collection of Tender documents	17.11.2016 upto 2.30 p.m.
Date of opening of Technical Bid	17.11.2016 at 3.00 p.m.
EMD Amount to be submitted	Rs. 35,00,000/- (for Maplitho Paper)
	Rs. 3,00,000/- (for Art Card & Art Paper)
Item stated in requirement schedule	As stated at Annexure IV & V

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CENTRAL BOARD OF SECONDARY EDUCATION

INSTRUCTIONS TO BIDDERS

- 1. The Technical and Financial Bids are to be kept in two separate envelopes and both envelopes are to be kept in another bigger envelope duly sealed with superscribing "Tender for the Supply of paper with watermark and paper without watermark, Art card & Art paper exclusively from Paper Mills using virgin fibre" and addressed to the Secretary, CBSE, Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110092. The Tender Form can be downloaded from CBSE website www.cbse.nic.in or CPP Portal for which Bank Draft of Rs. 2000/- is to be enclosed with the Tender Form in favour of Secretary, CBSE payable at Delhi or cash be remitted to the Cashier, CBSE and photocopy of the receipt be enclosed with the Tender Form before its submission. The Terms and Conditions duly signed by the Bidders and the form complete in all respects along with EMD in the shape of Bank Draft or Bank Guarantee in favour of the Secretary, CBSE, Delhi may be dropped in the Tender Box kept on the ground floor of the CBSE Building upto 2.30 pm on or before 17.11.2016.
- 2. The Tender should be sent by post or kept in the Tender Box on the ground floor of the CBSE Preet Vihar, Building **upto 2.30 pm on or before 17.11.2016**.
- 3. The terms and conditions duly singed by the Bidders should accompany the specific Tender Form.
- 4. The Earnest Money of the Tender is Rs. 35,00,000/- for White Maplitho Paper and Rs. 3,00,000/- for Art Card & Art Paper in the form of Bank Draft or Bank Guarantee in favour of the Secretary, CBSE, Preet Vihar, Delhi from any of the scheduled Commercial Banks. The EMD shall remain valid for period of 60 days beyond the final Bid validity period.
- 5. Those registered with the Central Purchase Organization, National Small Industries Corporation (NSIC) or the concerned Ministry or Deptt. are exempted for submission of the earnest money. The tender should invariably accompany the proof to this effect.
- 6. Tenders received after expiry of date, time and those without EMD and Tender fee shall be rejected summarily. Technical bids will be opened on the same date at 3.00 pm in the presence of the Bidders, who may like to be present.
- 7. Technical Bid shall be evaluated by a Committee constituted for the purpose. The technically qualified bidders shall be considered for opening of Financial Bids.
- 8. Conditional bid shall not be accepted and will be summarily rejected.

CENTRAL BOARD OF SECONDARY EDUCATION TERMS AND CONDITIONS

- 1. Dandy of the CBSE watermark logo for White Maplitho Paper 58.5x91 cms.(23"x36")/ 80 GSM with visibility of 32 Watermark Logo will have to be prepared by the Mill at their own cost. Rates should be quoted for Maplitho paper with watermark/ Maplitho paper without watermark. New dandy of CBSE water mark logo will be Board's asset.
- 2. There should not be any over writing or amendment in the rates quoted and the terms & conditions of the contract. All the forms should be duly signed with seal of the firm.
- 3. Ten full sheets of samples of each size for Eco-Friendly White Maplitho Paper/Art Card/Art Paper etc. is required duly signed and stamped by the Bidder and should be enclosed in the Tender and stating on the body of sample (i) Brand Name(ii) Name of the Mill(iii) Size and Weight of the paper for which the rates have been quoted. The sample should be accompanied with the Lab. Test Reports also.
- 4. The rates should strictly be in accordance with the specifications and terms specified in the Tender Form. Submission of incomplete Tender or of different specifications other than the specifications mentioned in the Tender Form and without sample shall be 'rejected'.
- 5. The delivery of the Paper/Art Card/Art Paper shall have to be made at the Board's stores anywhere in the Union Territory of Delhi/New Delhi in the manner specified in the supply order. No extra payment/charges incurred as a consequence of wrong delivery/mis-interpretation of the terms and conditions of agreement or otherwise shall be allowed or permitted.
- 6. In the event of failure of the supply of paper by the supplier as per terms and conditions, the Board reserves the right to procure supply from any other source at the supplier's risk and expenses. In case of any dispute regarding imposition of penalty, forfeiture of Performance Security on account of violation of terms & conditions, the decision of the Chairman of the Board shall be final and binding upon the Bidder.
- 7. The successful Bidder shall have to enter into an agreement in the prescribed form on a non-judicial Stamp Paper of Rs. 100/- along with Performance Security within a week's time from the date of placement of the order and in case of failure to do so, the Chairman of the Board shall have right to cancel the supply order and forfeit the Earnest Money.
- 8. The Performance Security shall be 10% of the total contract value and shall be in the form of D.D. or Bank Guarantee and shall remain valid for a period of 12 months beyond the date of completion of all contractual obligations including warranty obligations. The EMD shall be refunded on receipt of Performance Security.
- 9. The Earnest Money of the unsuccessful bidder shall be refunded without any interest.
- 10. The Board shall take random samples from the supplied material. Any difference in the size, colour, brightness, weight, GSM, opacity, breaking length of paper, technical parameters and other specifications shall render the entire order for rejection and supplier shall have to lift it at his own cost on 'as is where is basis'. The party shall be liable to change the inferior and/or damaged supplied material at their cost. The decision of the Chairman of the Board shall be final and acceptable to the supplier in respect of diminution of price on account of inferior and for damaged material.
- 11. No advance payment shall be made. 80% payment shall be released upon satisfactory completion of whole supply as per the work order and remaining 20% payment after completion of other formalities such as testing of Paper/Art Card/Art Paper/quality as per DGS&D/Govt. norms/specifications.
- 12. In case of default on any terms specified and/or in the event of non-fulfillment of the contract or otherwise, the performance security shall be forfeited.
- Canvassing in any form shall be a disqualification and the Board reserves the right to reject the tender of such party/parties straight away without assigning any reasons.
- 14. The rates shall be inclusive of all other indirect/incidental charges such as cartage/transportation/labour charges, staking charges, incurred by the supplier for successful delivery at Board's stores.

15. **Packing:**

- i) The packing of Paper/Art Card/Art paper shall be done in such a manner so as to ensure that sheets and their edges are not damaged during handling and transportation, and paper remain flat in reams. Folded sheets will not be accepted at any cost.
- ii) The no. of sheets in a packet shall be determined as per clause 3.1.2 and 3.1.3 of IS:6211/93.
- iii) The packets as determined above shall be wrapped with wrapping paper of 150 GSM or two sheets of 80 GSM each confirming to IS:6615/72 with Amdt. No. 1.
- iv) The packets shall then be bound with cotton tape of 1 cm. width or pasted with Craft paper gum tape of 5 cm width at the joints, jute strings or twine shall not be used for binding the packets.
- v) When wrapping paper as per above is used to wrap the packets the same shall be securely wrapped and sealed with LDPE film of 50 micron thickness to prevent ingress of water/moisture.
- vi) The reams/packets are wrapped with 150 GSM wrapping paper, pasted with Kraft paper gum tape at the joints. The reams/packets are made into bundles (reams of Maplitho paper are made into bundles weighing around 65 kgs.) are finally wrapped with polythene laminated HDPE (PP Fabrics) to prevent ingress of water/moisture and stitched with Jute twine.

16. (A). Technical parameters for SS Maplitho:

ix. Tear Factor

i.	Bearing length MD	4000
	CD	2100
ii.	Cobb value Max.	24 C
iii.	Smoothness (Bendtsen)Max.	TS-120; WS-240
iv.	Brightness (Min.)	85
٧.	Opacity Min.	90
vi.	Wax pick	12 A Clear
vii.	Bulk Min.	1.2 (Min.)
viii.	Ash Content	10-12% (Max.)

(B). Technical parameters for Art Card/Art Paper:

Brightness (Min.) 80% Gloss (Min.) 70%

Other factors conforming to BIS specifications.

17. Quantity of stores to be accounted on the basis of net weight of the <u>Paper/Art Card/Art Paper</u> in sheets i.e. excluding weight of core pipe and plugs, packing/wrapping materials etc.

MD-42; CD-44

- 18. The Board may depute its official for inspection of the Mill with or without notice.
- 19. The <u>Paper/Art Card/Art Paper</u> shall have to be supplied in <u>1 or more installments</u> as per requirement of the Board. Upon receipt of <u>Paper/Art Card/Art Paper</u>, a Committee shall take sample on random basis and the samples shall be sent for testing as per specifications. Only those supplies which meet specifications shall be acceptable and rest all shall have to be lifted by the supplier at his cost.
- 20. If the supplier fails to lift the above rejected material within two weeks time, the Board shall have the right to dispose it off by auction and no claim of the supplier shall be permissible.
- 21. The successful party will have to complete the supply of ordered items within the period as may be specified in the work order. A penalty @ 4% per week on the proportionate amount shall be levied in case the supplies are not completed in accordance with the given delivery time schedule subject to a maximum penalty of 10% of the amount of the Bill. If the material supplied is not as per specifications, proportionate 0.50% penalty per specifications will be imposed and the amount will be deducted from the bill of the supplier.

- 22. The White Maplitho Paper must be manufactured from virgin pulp only and conform to IS:1848/2007 (as amended from time to time). Similarly, the Art Card/Art paper must be manufactured from virgin pulp only and conform to IS: 4658/1998 (as amended from time to time). The bidders shall attach a copy of the lab test of their Paper/Art Card/Art Paper along with the supplies. In case, the Paper/Art Card/Art Paper is not as per above requirement and/or manufactured from waste paper, it shall be rejected at the cost of the supplier. The Tender must comply to para 18 above and replace material at the earliest otherwise the Board shall adopt procedure as mentioned in Para 19 above.
- 23. The Bidder shall sign at the space specified as a token of acceptance of these terms and conditions, which shall be final and legally binding on him in toto.
- 24. The Chairman of the Board shall have the right to accept a tender in whole or part or reject it entirely without assigning any reason.
- 25. No change of rates are allowed during the contract period, which is 6 month from the date of placing order, except for taxes levied by Govt.
- 26. Proportionate deduction shall be made on account of Grammage found lesser than the specifications. Further additional penalty shall be levied for supply of paper of lesser Grammage as decided by the Chairman of the Board.
- 27. Taxes as applicable shall be deducted on all the bills.
- 28. The Purchaser may allow the Purchase Preference to Public Sector Undertakings in accordance with the Govt. of India's direction in force.
- 29. The rates as quoted by the Bidders shall remain open for acceptance for a period of 180 days from the date of opening of this Tender.
- 30. The Board will take supply of <u>Paper/Art Card/Art Paper</u> in 1 or more installments within a period of six months. The rates may be quoted accordingly.
- 31. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform his/her obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 32. The Bidder should inform to the Board regarding changes in firm/agency regarding death, retirement, dissolution etc.
- 33. All disputes arising out of this contract/tender will be subject to the jurisdiction of the Courts within the Union Territory of Delhi/New Delhi.
- 34. All disputes arising under this contract shall be referred to the sole arbitration of Chairman, CBSE, Delhi or any person nominated by him in this regard.

ACCEPTANCE OF THE BIDDER

The terms and conditions enumerated in this form from clause 01 to 34 have been read and understood by me/us and are acceptable to me/us.

	Signature of the Bidder with Seal
	and complete address
Mobile:	
E-mail:	
L man.	

Annexure-III

ELIGIBILITY CRITERIA

For Maplitho Paper:-

- I. The Bidder must have at least 05 years of experience in the field of manufacturing and supply of Paper to the Govt. Organizations/Autonomous Bodies/PSU/Educational Institutions/Industrial Houses of Repute.
- II. The manufacturer must have manufacturing **capacity of 100 MT per day.**
- III. The Manufacturer should have integrated pulp and paper mill with proven capacity of manufacturing writing and printing papers of minimum regular production of 50 MT per day or 15000 MT per annum in each of the year for a period of 03 years i.e. 2013-14, 2014-15 and 2015-16 pertaining to tender opening date. Excise clearance must be submitted.
- IV. The Manufacturer should use virgin pulp for manufacturing of paper.
- V. The mill should hold ISO-14001 certification for Environmental Management System.
- VI. The mill should have in-house testing facilities and shall have on-line quality control system for important parameters with regard to Moisture, GSM & thickness etc. with CD Profile Controller.
- VII. The agency must have Minimum Average Annual Turn Over (MAAT) of Rs. 30 crores or more during the last three years i.e. 2013-14, 2014-15 and 2015-16.
- VIII. The Bidder should furnish a copy of PAN/TAN issued by the Income Tax Department to the manufacturing Unit or furnish copy of Income Tax Return for the last financial year in the prescribed format.

For Art Card & Art Paper:-

- I. The Bidder must have at least 03 years of experience in the field of manufacturing and supply of Art Card & Art Paper to the Govt. Organizations/Autonomous Bodies/PSU/Educational Institutions/Industrial Houses of Repute.
- II. The manufacturer must have manufacturing **capacity of 10 MT per day or 2000 MT per annum** during last three financial years. Excise clearance certificate must be submitted.
- III. The agency must have Minimum Average Annual Turn Over of Rs. 20 crores or more during the last three years i.e. 2013-14, 2014-15 and 2015-16.
- IV. The Bidder should furnish a copy of PAN/TAN issued by the Income Tax Department to the manufacturing Unit or furnish copy of Income Tax Return for the last financial year in the prescribed format.

REQUIREMENT SCHEDULE

The requirement for supply exclusively from **Paper Mills of watermark and without watermark Paper, Art card & Art paper** is as per details below: -

S. No.	Name of the	Specification	* Quantity to	E.M.D. (₹)
NO.	Item		be supplied	
01	White Maplitho	Maplitho paper (High bright) with 85% Brightness,	2000 MT	35,00,000.00
	Paper 58.5x91	90% (Min.) Opacity and 24C Cobb (Max.) with		
	cms. (23"x36")	visibility of 32 CBSE watermark logo in each sheet,		
	80 GSM	conforming to BIS Specifications 1848/2007 with		
		latest amendments, Other specifications as per		
		Tender Form, as per Instructions to Bidders and		
		Terms & Conditions		
02	White Art Card	Art Card with min. 80% Brightness and min. 70%		
	61x94 cms.	gloss conforming BIS Specifications: 4658/1998	125 MT	
	(24"x37") 230	with latest amendments, Other specifications as		
	GSM	per Tender Form, Instructions to Bidders and		
		Terms & Conditions		3,00,000.00
03	White Art	Art Paper with min. 80% Brightness and min. 70%		
	Paper	gloss conforming BIS Specifications: 4658/1998		
	58.5x91 cms.	with latest amendments, Other specifications as	15 MT	
	(23"x36") 130	per Tender Form, Instructions to Bidders and		
	GSM	Terms & Conditions		

Note:

- a. The quantities may be increased or decreased during the contract period.
- b. The **paper** should be as per specifications mentioned above.
- c. Samples of offered Paper/Art card/Art paper shall be enclosed with the Technical Bid. Sample should be accompanied with Mill test Report.
- d. The printing paper shall be uniform formation, even finish, free from specs, holes and other blemishers. The paper should also be pluff free and pick free and white in single shade. The coating of Art Paper/Card should be uniform and of excellent quality without blackness and picking.
- e. Dandy of the CBSE watermark with visibility of 32 logo in each sheet for item at Sl. No. 01 above to be prepared by the Mill at their own cost.
- f. Bidder will attach lab test report of each item stated in specification above.

TENDER FORM Technical Bid

TENDER FORM FOR SUPPLY OF MAPLITHO PAPER, ART CARD & ART PAPER.

(NOTE: Bidder must read the enclosed Terms and Conditions before filling up the particulars in this form.)

1. P	ARTICULA	RS OF BIDDER:					
(i). (ii).	_	ne Mill n No. and Year of Registra mentary evidence)					
(iii)	Directorate	mpanelled with DGS&D/ of Industries, ls & certificate thereof.	:				
(iv).	Office Add	dress and Tel. No.	:				
` '	Name(s) of th Partners/Dire	e Proprietor/ ctor with Mobile No	:				
2. PA 2.1:	ST EXPERI	ENCE (Last three years) - (Atta	ch photocopy (of relevant work	c orders)		
Sl. No.	Year	Name of the Board/ University/ Govt. Organization/Institution	Type of paper supplied	Value of paper supplied (in Rs.)	Quantum of paper supplied/ manufactured (in MT)		
1	2013-2014						
2	2014-2015						
3	2015-16						
b	y any organ	ever been debarred/ Black lis ization? etails thereof.					
r	eceived fron	ward/Certificate of Merit on any Organization. Topy of certificate(s)					
2.4 Qı	uality certific	ate if any (Attach Copy)					
3.	a) PHYSIC i. Type & To	RUCTURE DETAILS - EAL/CAPITAL: Otal No. of machines available : desired work:	:				
	ii. Capacity of the Mill to deliver all the : (Yes/No) allotted paper within 30 Days						
		ory facility – List of testing ents/apparatus.	:				
	iv. Certification given to Lab. (if any) : (Attach copy of the same)						

v. Manufacturing capacity (Per day/ Month/Annual (Attach relevant Certificate from Excise Deptt.)	:
	arantee :
i. Technical ii. Non-Technical	: :
4. a) PAN No. (Attach copy of PAN) b) TAN No. (Attach copy of TAN)	: :
 4. Particulars of Earnest Money: i) Amount (in Rs.) ii) B.D./B.G. No. & Date iii) Name of the Bank 	: : :
 Particulars of Tender Fee: i) Amount (in Rs.) ii) B.D No./Cashier Receipt No. & iii) Name of the Bank The Terms and Conditions of the Tender Fee: iii 	:
	Signature of the Bidder with Official Seal and Complete Address Telephone/Mobile No Date:

Important Notes:

The Tender Form for Technical Bid should contain -

- a. Sample of White Maplitho Paper/Art card / Art paper duly signed and stamped.
- b. Earnest money.
- c. Photocopy of Work Orders, Certificates etc. as desired in Technical Bid duly certified by the Bidder with seal on it.
- d. Proof of production/manufacturing capacity should be from Excise Department.
- e. The specified Annual Turn Over for each financial year should be on sale/manufacturing only.
- f. Certificate of registration with NSIC, Ministry/Deptt. concerned in case of non-submission of
- g. Contractor shall submit solvency certificate from any scheduled bank of value not less than 40% of estimated cost unless otherwise indicated in the NIT.

CENTRAL BOARD OF SECONDARY EDUCATION

Financial Bid

I/We_		hereby submit Tender for the supply
Mapli	tho Paper, Art card and Art paper as per Terms are ven below which are inclusive of the cost of Ma	nd Conditions given in the Tender Form at
_	ing Excise Duty, VAT, CST etc. and delivery F.O.F	
S.N.	Specifications	Rates per MT
1.	Cost of watermark White Maplitho Paper	
	58.5x91 cms. (23"x36") 80 GSM (as per tender	a) 80 GSM ₹(with
	specifications), all taxes including excise,	visibility of 32 CBSE watermark logo in
	VAT, CST, Excise Duty, octroi etc. and	each sheet) including cost of Dandy .
	delivery F.O.R. Delhi (including cost of	b) 80 GSM ₹
	Dandy)	without watermark logo/without cost of Dandy.
2.	Cost of Art Card of 61x94 cms. (24"x37")/230	-
	GSM (as per tender specifications), all taxes	230 GSM ₹
	including excise, VAT, CST, Excise Duty,	
	octroi etc. and delivery F.O.R. Delhi.	
3.	<u>Cost of Art Paper</u> of 58.5x91 cms. (23"x36")	
	130 GSM (as per tender specifications), all	130 GSM ₹
	taxes including excise, VAT, CST, Excise	
	Duty, octroi etc. and delivery F.O.R. Delhi.	
given a	The Terms and Conditions for 'Supply of Maplith along with the Tender are acceptable to me/us. Taxes as applicable shall be deducted as per rules.	o Paper/Art Card / Art Paper' and packing
	Taxes as applicable shall be deducted as per rules.	
WCT 1	No PAN No	Date:
	Signature of the Bidde	er
	Address/ Rubber stur	mp
	Telephone/Mobile No)

<u>Note:</u> The Financial Bid should contain the rates only. The rates be quoted per <u>M.T./Size/Sheet/Weight/GSM</u> in the specimen Tender Form only.