



**Gujarat Mineral Development Corporation Limited GVT (GRAMYA
VIKAS TRUST)**

Tender Document For
The Work
Of
PRINTING, BINDING AND SUPPLY
OF
FULL SCAPE & SMALL SIZE NOTEBOOKS
AT OUR VARIOUS PROJECTS

Tender Number GMDC GVT/CSR/06/2022-23

CSR DEPARTMENT
GUJARAT MINERAL DEVELOPMENT CORPORATION LIMITED GVT
(A Govt. of Gujarat Enterprise)

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E-Tender No. GMDC/GVT/CSR/06/22-23.

Item Description	Printing, Binding and Supply of Full Scape and Small Size Note Books to the students upto std 12 th core and Buffer Zone villages of Existing and Upcoming GMDC Projects.(As per Technical Specification, Form PG)
Quantity in numbers	Full Scape Notebooks – 25,727 Numbers Small Size Notebooks – 1,61,316 Numbers
Place of supply	As mentioned in Tender document.
Estimated Purchase order value	Approximately Rs 58,04,033/- (Rupees Fifty Eight Lakhs Four Thousand Thirty Three Only)
Tender Processing Fee (Non-refundable)	Rs. 5000/- (Rupees Five Thousand only) plus GST @ 18% aggregating to Rs.5900/- (Rupees Five Thousand Nine Hundred Only) payable by Demand Draft/ Pay Order drawn in favor of “GMDC Gramya Vikas Trust, Ahmedabad.” Payable at Ahmedabad. <i>Relaxation in terms of submission of Tender Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.</i>
Amount of EMD	Rs. 1,74,121/- (Rupees One Lac seventy four thousand one hundred twenty one only) in form of DD in favour of GMDC Gramya Vikas Trust, Ahmedabad. payable at Ahmedabad from any GOG approved Banks (not being a cooperative Bank). Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-C) ICICI Bank, Ahmedabad -Usmanpura Branch, Account Number: 654701700965 ➤ IFSC: ICIC0006547 <i>Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.</i>
Delivery Period	Within 5 Weeks from the date of receipt of Purchase Order.
Availability of Tender document	From Dt. 29/12/2022 On web sites www.gmdcltd.com , and https://nprocure.com



Last Date and Time of down loading of tender and on line submission of Bid.	18/01/2023 Up to 18.00 Hrs. on https://gmdc.nprocure.com only.
Last Date & Time of physical submission of Tender processing Fee, EMD & supporting documents	18/01/2023 up to 18.00 Hrs. at Corporate office, Ahmedabad.
Date & Time of opening of technical bid.	19/01/2023 At 11.00 Hours.
The GMDC GVT reserves its right to reject any or all tenders or split the job between more than one bidder without assigning any reason thereof.	



1. Purpose of the Document

The tender document floated by GMDC GVT (Gujarat Mineral Development Corporation Gramya Vikas Trust), A Government of Gujarat Enterprise is to select a successful bidder which would be responsible for printing, Binding and supply of Full Scape and Small size note books at our various projects at the quoted price and contract terms & conditions.

2. About GMDC

Gujarat Mineral Development Corporation Limited herein after referred to as GMDC, a Government of Gujarat Enterprise, is a pioneer company in the field of mining for more than five decades, catering to the needs of the minerals and solid fuel for the industries based in Gujarat. GMDC's mining activities are spread all over Gujarat. It is currently dealing in minerals like Lignite, Bauxite, Fluorspar, Ball Clay, Silica sand and Manganese. GMDC has also set up a 250 MW lignite based Thermal Power Station at NaniChher in Kutch, Wind power plant of 200.9 MW at Maliya, Jodiya, Godsar, Bhanvad, Bada, Varvada, Rojmal and Solar Power plant of 5 MW at Panandhro Project.

3. General Instructions to Bidders

The section aims to provide guidelines/Instructions for Bidders, to be used while submitting the Proposals.

3.1. Cost of Bidding

The Bidder will bear all costs associated with the preparation and submission of its bid and GMDC LTD., will in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

3.2. Due Diligence

The Bidder is expected to and shall be deemed to have examined all instructions, forms, terms and specifications and other information in this Tender Document. The bid should be precise, complete and in the prescribed format as per the requirement of the Tender Document. Failure to furnish all information required by the Tender Document or submission of a bid not responsive to the Tender Document in every respect will be at the Bidder's risk and may result in rejection of the bid. GMDC GVT shall at its sole discretion be entitled to determine the adequacy/ sufficiency of the information provided by the Bidder.

3.3. Clarification of Bidding Documents

GMDC GVT shall make best efforts to respond to any request for clarification of the Tender Document. The response/clarification shall to the extent possible be made in writing.



3.4. Amendment of Tender Document

At any time before the deadline for submission of bids, GMDC GVT may modify the tender Document for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by amending, modifying and/or supplementing the same. Any amendments/modifications in the tender document would be displayed on GMDC Web Site/nprocure website and all such amendments shall be binding on the Bidder without any further act or deed on GMDC LTD part. In the event of any amendment, GMDC GVT reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidder reasonable time in which to take the amendment into account while preparing their bids. GMDC GVT may at its sole discretion, extend this deadline for submission of bids by amending the bid documents.

3.5. Contact Details

All inquiries concerning this procurement are to be addressed to the following: General Manager (CSR) Gujarat Mineral Development Corporation Ltd. Khanij Bhavan, 132nd Ring Road, University Ground, Vastrapur, Ahmedabad 380 052 ,EPABX :079-27913501, 27913200Extn.No :1708

E-mail: csr@gmdcltd.co.in

3.6. Language of Bid

All Proposals and various documents related to these Proposals should be in English Language. All correspondence between GMDC GVT., and the Bidder would also be in English Language. Supporting Documents and Printed Literature furnished by the Bidder may be in another Language provided the same are accompanied by an accurate translation in English Language

3.7. Late Bids

Any bid received by GMDC GVT. After the deadline for submission of bids prescribed by GMDC GVT, summarily rejected. GMDC GVT Shall not be responsible for any postal delay or non-receipt /non-delivery of the documents. No further correspondence on this subject will be entertained.

3.8. Right to Accept Proposal

GMDC GVT., reserves the right to accept or reject any Proposal, and to annul the Proposal process and reject all Proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Consortium of the grounds for such decision.



3.9. Period of Validity of Bids

Rate quoted shall remain valid for 180 days from the date of opening of the Technical-Bid, which shall have to be extended unconditionally for further maximum period of 60 days, as deem fit by the GMDC GVT.

3.10.Sub Contract

The Successful bidder shall not assign or sub-contract any portion of this supply without prior written consent of GMDC GVT.

3.11.Consortium / Joint Venture

Consortium / Joint Venture are not allowed.

3.12. Change in Law

Nothing in this contract shall entitle the Successful Bidder to claim additional payment against the supply executed or being executed or likely to be executed upon the change in law by Government of India or State of Gujarat as regards any taxes, liabilities arising out of supply contract, judgments of court etc. That nothing under the said laws shall create any additional liability on the GMDC GVT over and above that set out herein. That unforeseen circumstances in the supplying of the said contract shall not entitle Successful Bidder to abandon or demand additional payment under a different head not originally mentioned herein and hence nothing except what is contained in the present contract shall constitute binding obligations between parties.

3.13. Interpretation

That no communication preceding or following the present tender shall have any bearing on the terms and conditions set out herein. That no contract, promise or obligation shall arise out of the said communication, over and above what is set out herein above. That the terms contained herein constitute the entire bargain between the parties and shall not be interpreted in the light of commercial correspondence between the parties.

3.14.Declaration

The Bidder should give a declaration that it has not enclosed any conditional offer as per the format provided in FORM PD of the Tender Document.

3.15. Amendment of Purchase order

GMDC GVT is authorized to take suitable decision and action in case of requirement to amend/alter the purchase order conditions/quantities of the purchase order/ extension of the purchase order period/allotment of additional purchase order/revision of the rates of the supply etc. if necessary in the interest of GMDC GVT.



3.16. The Successful bidder shall not change the constitution of the firm/name during the currency of the purchase order without prior approval of GMDC GVT. Upon such change in constitution and/or name, Supplementary agreement to that effect shall be executed and if the SD is submitted in form of BG/FD then fresh BG in the name and/or constitution shall be submitted failing which necessary action as deemed fit by GMDC GVT shall be taken.

4. Earnest Money Deposit (EMD):

A non-interest bearing Earnest Money Deposit Rs. 1,74,121/- (Rupees One Lakhs seventy four thousand one hundred twenty one only) Demand Draft in favor of GMDC GVT Payable at Ahmedabad.

OR

Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-C) ICICI Bank, Ahmedabad -Usmanpura Branch,

Account Number: 654701700965 IFSC: ICIC0006547 Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.

5. Tender Processing Fee

The Tender Processing Fee is to be paid at the time of submission of supporting document of technical bid in the form of demand draft/ Pay Order/ Digital mode payment, of Rs. 5000/- plus GST @ 18% (Rs.900) aggregating Rs 5900/- as mentioned in tender notice in the sealed technical bid cover. If the amount mentioned in the DD/ Pay Order/Digital mode payment, is found short, the tender will not be considered for scrutiny and will be out rightly rejected.

Relaxation in terms of submission of Tender Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.

6. Security Deposit :

1. Security Deposit is measure of liquidated damages sustained by GMDC GVT for not performing the purchase order satisfactorily. Nothing herein above shall disentitle GMDC GVT from claiming the damages actually sustained in the value over and above the Security Deposit.
2. The successful bidder shall submit security deposit @5 % of the total purchase order value excluding Goods & Service Tax (GST) within 10 days from the date of receipt of purchase order in any one of following form



Demand Draft in favor of GMDC Gramya Vikas Trust Limited Payable at Ahmedabad.

OR

Bank Guarantee issued by banks approved by Govt. Of Gujarat from time to time (except Co-Operative bank) in the form and manner acceptable to GMDC GVT (Govt. GR is annexed at “B” for approved bank).

OR

Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-C)

ICICI Bank, Ahmedabad-Usmanpura Branch Account Number: 654701700965 IFSC: ICIC0006547

3. It shall be refunded to the Successful bidder, within a period of six months after satisfactory completion of the supply of the purchase order
4. The Successful bidder shall obtain “No Dues Certificate” shall submit the same to the General Manager [Purchase] at HO, who after verification of the fact will arrange for refund of SD.
5. The successful bidder will also have to submit “NO DEMAND CERTIFICATE” along with the above mentioned certificate.
6. The SD deposited by the Successful bidder will be forfeited if the successful bidder fails to adhere to fulfill the conditions of purchase order.



7. Security deposit shall not bear any interest under any circumstances. Security Deposit is a measure of liquidated Damages sustained by GMDC GVT. GMDC GVT will reserve the right to recover the charges or the liquidated damages from the Security Deposit in the following circumstances-
If the successful bidder or its employees causes any damage or destroy any property belonging to GMDC GVT. The shortfall amount of all compensations, penalties and other sums of money payable by the successful bidder or recoveries to be made under the terms of this purchase order which is due but not paid by the successful bidder in full, etc.

Any other dues on account of statutory compliance.

7. Procedure for Submission of the Bid

7.1 Offers prepared in accordance with the procedures enumerated below.

7.2 Bid should be submitted online at www.nprocure.com on or before the last date and time as prescribed in this tender.

7.3 The Bidder should submit their bids in THREE parts, these are

7.3.1 Pre qualification bid (Details of EMD and Tender Processing Fee),

7.3.2 Technical Bid

7.3.3 Price Bid.

7.4 Manual price bids or the bids submitted by telex/ telegram/ fax/ e-mail etc. will not be accepted under any circumstances. No correspondence will be entertained on this matter.

7.5 Bidders are advised to follow the „Instructions for Bids Submission“ given annexure “A” for e-submission of the bids online through n-procure.

7.6 Documents should be submitted as per check list given in form “PA” through offline in the sealed cover as “Technical Bid for Tender Number GMDC/GVT/CSR/06/22-23 and Name of “For printing, Binding and supply of Full Scape and Small size note books at our various projects supply” as per Technical Specification given in Form-PG”. Bids must be submitted as per the schedule (date & time) indicated in tender notice.

8. Eligibility and Qualification Criteria of Bidder

8.1 Experience

- 8.1.1 The Bidders should have following minimum experience of having successfully completed similar works during last 7 (seven) years ending on last day of Nov- 2022 (i.e. period from 01.12.2015 to 30.11.2022)



A. Three similar completed works each having amount of Rs 23.21 Lakhs (Rupees Twenty three Lakhs twenty one thousand Only) or more Excluding GST during last 7 (seven) years.

OR

B. Two similar completed works each having amount of Rs 29.02 Lakhs (Rupees Twenty Nine Lakhs Only) or more Excluding GST during last 7 (seven) years.

OR

C. One similar completed work having amount of Rs 46.43 Lakhs (Rupees Fourty Six Lakhs Fourty Three Thousand Only) or more Excluding GST during last 7 (seven) years.

Similar works means the Bidders should have Experience of:

Supply of Notebook to Govt./PSUs/ PSBs/ Public Ltd. Companies/Privet Ltd. Company/Proprietorship Firm/Trust and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Grampanchayat/NGO and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Business/ Industrial unit and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Educational Institutes and carried out under single LOI/Work order/ Agreement

Bidder shall submit the details of work completed in FORM PC as provided in the Tender Document. Separate year wise Statement of experience with work orders and work executed certificates duly certified by the certificate issuing authority shall be submitted as supporting documents.

Copies of these supply orders should be attached with the Technical Bid



8.2 Financial

- 8.2.1** Bidder must have an Average positive Net Worth as on last for financial years i.e. 31.03.2020, 31.03.2021 and 31.03.2022.
- 8.2.2** Bidder must have a Minimum Average Turnover of Rs. 17.41 Lakhs (Rupees Seventeen Lakhs Forty One Thousand Only) for financial years i.e. 31.03.2020, 31.03.2021 and 31.03.2022
- 8.2.3** A certificate from Chartered Accountant regarding financial capacity shall be submitted as per format provided in FORM PC of the Tender Document.

8.3 Blacklisting of the Bidder

The Bidder or its directors have not been blacklisted by any Government Organization at the time of bidding. The Bidder will submit a declaration to this effect as per the format provided in FORM PD of the Tender Document. If at any time such declaration is found false, the bid will be rejected or if the purchase order supply is already awarded, it will be terminated forthwith without payment of any compensation and the EMD/SD will be forfeited.



9. Scope of Supply

Technical Specification of Note book & Full Scape book:

Description	Full- Scape Book (192 + 4 Design Pages + 1 Page Index)	Note Book (192 + 4 design Pages + 1 Page Index)
Book Size (in CM.)	29 x 20 cm	24 x 18 cm
Binding	Pining	Pining
Paper	Ruchira, Belapur, JK, Andhra, TNPL, NRK (any of the above mill paper with 58 GSM)	Ruchira, Belapur, JK, Andhra, TNPL, NRK (any of the above mill paper with 58 GSM)
Title Board Mill	Mill specification not required	Mill specification not required
Title	296 GSM White Back Duplex with all four side 4 Colours printing	296 GSM White Back Duplex with all four side 4 Colours printing
BOPP Lamination	10 Micron BOPP Gloss Lamination	10 Micron BOPP Gloss Lamination
Inner Paper Rule Type	Black & Magenta	Black & Magenta
Inner Packing	One Set (8 Piece each) Shrink Packing & 3 Set (24 Piece) Strapped Bundle	One Set (8 Piece each) Shrink Packing & 3 Set (24 Piece) Strapped Bundle
Outer Packing	As per the Bidder Feasibility for easy of logistics	As per the Bidder Feasibility for easy of logistics

Note: Design will be provided by GMDC GVT

NAME, SIGNATURE & STAMP OF BIDDER



10. Specification & Technical Details:

All Specification and Technical Details as given in the tender shall be clearly confirmed in the offer. In case any deviation in Specification and Technical Details is proposed, it shall be clearly highlighted. All other information required (technical) literature, leaflet, price list etc. should be furnished. However, the decision of GMDC GVT regarding the acceptability of the deviation shall be final.

10.1 Price:

Bidders are requested to quote the rates strictly as per the terms and conditions mentioned in the Tender Document. Rate quoted by the bidder should be firm and no price increase will be allowed to the successful bidder during the supply period. The bidder should quote price only on free delivery at our Project basis. The rates other than (FOR project basis) (our project basis) will not be considered.

10.2 Validity:

Rate quoted shall remain valid for 180 days from the date of opening of the Technical-Bid, which shall have to be extended unconditionally for further maximum period of 60 days, as deemed fit by the GMDC GVT.

10.3 Taxes, duties & levies:

Bidders are requested to quote their GST number and date in the bid. Bid received from unregistered dealer will not be considered. Bidders who are opting for composite scheme under GST are required to quote their rates inclusive of GST.

10.4 Delivery:

Within 5 weeks from the receipt of purchase order.

10.5 Liquidated Damage

10.5.1 Timely delivery is the essence of the Purchase Order. In the event of supply not being effected within the Purchase Order delivery schedule given in the Purchase order, liquidated damages @ 0.5 % , of the value of the not supplied/un executed quantities of the Purchase Order without taxes and duties , per week of delay or part thereof, subject to a maximum of 10 % of the total value of Purchase Order, is recoverable from the successful bidder without prejudice to the right of GMDC to procure the balance materials at the risk & cost of the successful bidder . More than 3 days will be counted as a week for determination of liquidated damages.

10.5.2 Liquidated damages shall be levied on the quoted price on which order is placed. LD shall not be applicable on taxes and duties.



10.5.3 In the event of failure to supply the goods, or part thereof, within the Purchase Ordered delivery period, GMDC reserves the right to cancel the Purchase Order, or part thereof, and if so desired, to purchase the balance quantity of goods from alternate source at the risk and cost of the defaulting Purchase Order or and recover the difference in the event of extra expenditure incurred by GMDC.

10.5.4 No LD shall be levied if the reasons are not attributed to the successful bidder

11 Invoice:

Original invoice should be sent at Purchase Department, corporate office, Ahmadabad along with Xerox copy of LR & test certificate of material if required. (Please mention the Purchase Order No., GSTIN in Invoice without fail).

12 Approval:

The material supplied will be subject to our approval and inspection at project premises. Our decision for acceptance or rejection of the goods will be final and binding on the successful bidder.

13 Transit Insurance:

The material supplied under the purchase order shall be fully insured against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery to destination. Insurance is to be provided by the successful bidder at his cost.

14 Payment Terms

100% payment will be made by NEFT/RTGS from GMDC Head Office within 30 days from the date of receipt of material as per the annexure-II and invoice & after due certification by the project. Payment term other than this will not be considered. No escalation in the purchase order price shall be given on any ground of whatsoever in nature during the currency of the purchase order. Mode of Payment:

- (i) Payment shall be made through NEFT/ RTGS transfer only and TDS as applicable will be deducted, after satisfactory supply of the said items.
- (ii) GMDC GVT shall be at liberty to withhold any of the payments in full or in part subject to recovery of taxes as applicable and recovery of penalties.
- (iii) No advance payment will be made in any case.



15 Loss and Damages

Not-with-standing anything herein contained the purchase order or should undertake to be responsible for the said receipt of the goods in satisfactory condition and without any loss or damage at the final destination and until the same is actually delivered and received by the GMDC GVT at its purchase order or other place of final destination.

16 Evaluation of Bids

16.1 Completeness of Bids

GMDC GVT, will examine the bids to determine whether they are complete, whether they meet all the conditions of the tender Document and Technical Specifications, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bid Documents are substantially responsive to the requirements of the Tender Document.

16.2 Tender Clarifications

The GMDC GVT may at its discretion, seek from any or all bidders, clarifications on his/their bids, including technical information, documents and materials after technical bid opening but before opening of commercial bid.

16.3 Rejection of Bid

A bid that does not meet all eligibility criteria or is not responsive shall be rejected by GMDC GVT. Submission of false or incorrect information, history of delayed supply, reports of unprofessional conduct, among other things, shall be sufficient grounds for disqualification in technical bid.

16.4 Opening of Bids

Technical bids will be opened after verification of receipt of payment towards Tender Processing Fee and EMD. The eligible bidders will be able to view the technical bids after opening of technical bid. On verification of the supporting documents; technical qualification of the bidders will be assessed. The eligible bidders will be communicated the date and time of on line opening of price bids by fax or telephone or email or SMS. However, all successful the bidders will be able to view the price bids online on their computers after opening of price bid.

16.5 Selection of Bidder

The purchase order will be awarded to the bidder who stands L1 in total price. The GMDC GVT reserves its right to reject any or all tenders or split the job between more than one bidders without assigning any reason and thereby without incurring any liability to the affected successful bidder or Bidders or any obligation to inform the affected successful bidder or successful bidder's of the grounds for GMDC GVT., action/decision.



In the event of any two price bids being the same, then in such a tie situation the bidder who have higher average turnover of last three financial years (i.e. 2019-20,2020-21 & 2021-22) shall get preference.

16.6 Discussion

It is absolutely essential for the successful bidders to quote the lowest price at the time of making the offer in their own interest. GMDC GVT, however, will have the discretion to choose to enter into any mode of discussion.

16.7 Acceptance of Purchase Order

16.7.1 GMDC GVT, on acceptance of the offer, will issue purchase order to the successful bidder; who will be required to confirm its acceptance of the purchase order within 10 days from the date of receipt of purchase order. If he does not accept the Purchase Order within stipulated time period, the amount of the EMD paid will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC GVT.

16.7.2 The Successful bidder shall have to submit the Security Deposit with 10 days from the date of Purchase Order. The Successful bidder shall submit the Security Deposit in the manner prescribed in this Tender Document. In case of failure to submit the security deposit, the amount of EMD will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC GVT.

17 Supply Locations

Supply of material basis at our project sites as per Annexure –II.

18 Period of purchase order

Purchase order shall be valid for the period as mention in purchase Order. However, on mutual agreement, GMDC GVT reserves the right to extend the purchase order period without compromising LD.

- Order will be issued to the lowest bidder and in any case request for changing bidder name will not be considered.
- The tender submitted in contravention of the terms & conditions stated herein will not be considered.
- No conditional tender will be accepted and will be rejected out rightly. Conditional tender will not be read at the time of Opening
- For any typographical error in this tender, decision taken by GMDC GVT will be final & binding to all the bidders.
- In case of disputes or difference of opinion in the interpretation of any of the terms & conditions of this tender, the decision of the Managing Director, of GMDC GVT shall be final and binding to the bidders



19 GMDC GVT's Rights

The GMDC GVT reserves the right to reject any or all bids without assigning any reasons thereof. The GMDC GVT also reserves the right to amend, alter, increase or decrease the quantity of the material due to change in the requirement. If necessary to do so the GMDC GVT reserves right to terminate/cancel this purchase order, without assigning any reasons thereof to the purchase order or. For any of the above act, the GMDC GVT does not accept any liability or any financial or other loss that the successful bidder may have to suffer in exercising this power by the GMDC GVT. Also GMDC GVT reserves the right to award the supply to more than one Bidder.

➤ **If the tender documents and forms referred to in the tender are not submitted or are submitted but not found duly filled in and unsigned, will result in rejection of the tender.**

➤ The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.

20 Notice

Written notice shall be deemed to have been duly served if delivered to the individual or to Successful bidder or to the Signing Authority of the GMDC GVT from whom it is intended, or if delivered at or sent by mail or post, to the last business address known to him who gives the notice.

21 Canvassing Not Permitted

➤ Bidder should not canvass their offer personally or otherwise by approaching the Chairman or the Member of GMDC GVT. If any Bidder wants to make any representation regarding his offer, he should write to the General Manager (CSR), if he desires, but personal and oral representations are not permitted.

➤ In spite of the above clear instructions, any Bidder is found to canvass his offer or against his competitor's offer through personal approach to the competent authority or the officials of GMDC GVT, their offer will be rejected without assigning any reason and the firm even is black listed.

22 Termination of Purchase order

If at any time during the currency of this purchase order, if any breach occurs due to the reasons attributed to the Successful bidder, GMDC GVT shall be at liberty to terminate this purchase order without assigning any reasons, whatsoever, for such termination and any losses and/or damages occurring due to such termination shall be borne by the Successful bidder. GMDC GVT shall be entitled to forfeit Security deposits as Liquidated damages.

23 Arbitration

All questions, disputes, differences whatsoever which may at any time arises between the parties to this Tender and subsequent purchase order in connection with the Tender and subsequent purchase order or any



matter arising out of or in relation thereto, shall be referred to Sole Arbitrator as per the provisions of Arbitration and Conciliation Act, 1996 and subsequent amendment thereto and the venue of arbitration proceedings shall be at Ahmedabad only. The Language of the Arbitration shall be in English only.

24 Non Fulfillment of Terms And Condition of The Purchase Order

➤ If the Successful bidder fails to carry out the supply as per terms and conditions of the purchase order to the satisfaction of the GMDC GVT, GMDC GVT shall be entitled to forfeit the security deposit paid by the Successful bidder. This however, shall not absolve the Successful bidder from his obligation to fulfill the purchase order. In such event, the GMDC GVT shall have a right to complete and / or to get the supply completed at the cost & risk of the Successful bidder and the Successful bidder shall be responsible to pay such cost incurred by the GMDC GVT to complete the supply and / or to get the supply completed.

➤ Likewise, if the Successful bidder does not fulfill the terms and conditions of the purchase order and does not carry out the supply up to the entire satisfaction of GMDC GVT, GMDC GVT has the right to forthwith terminate the purchase order at its sole discretion, without assigning any reason, Under such events, the GMDC GVT shall be entitled to forfeit the security deposit paid by the Successful bidder and the GMDC GVT shall have a right to complete the supply and / or to get the supply completed at the risk and cost of the Successful bidder.

➤ For any reasons, if it is required, the GMDC GVT reserves rights to cancel, terminate, amend and / or alter the purchase order and / or bifurcate and / or reduce the purchase order supply at any time without giving any notice or reason to the Successful bidder and without incurring any responsibility. For such cases, Successful bidder shall have to take away his labour, tools, tackles, machinery, equipment etc. and shall leave the site at once or shall have to carry out the instructions of the GMDC GVT.

25 Completion of Supply

➤ Upon the Successful bidder fulfilling the entirety of its obligations under the Purchase order to the satisfaction of GMDC GVT and subject to terms and conditions of the Purchase order, it shall become eligible to apply for a Completion Certificate. The General Manger (CSR) of GMDC GVT shall formally issue the Completion Certificate, after verifying from the completion documents and satisfying himself that the Purchase order under the Purchase order have been completed in accordance with all the provisions of this Purchase order. The Successful bidder, after obtaining the Completion Certificate shall become eligible to present the final bill for the Purchase order executed by it under the Purchase order.

26 Lack of Information to Bidder

The bidder shall be deemed to have carefully examined TENDER document to his entire satisfaction. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligation under the bid.



27 Jurisdiction

The matter related to any dispute or difference arising out of this Tender and subsequent purchase order shall be subject to the exclusive jurisdiction of Court at Ahmedabad only

28 Foreclosure

In case of any necessity arising due to local supplying conditions or any unforeseen reason not in the control of the GMDC GVT or any reason what so ever GMDC GVT shall be at liberty to Fore close the purchase order without arranging any reasons or notice there for.

29 Force Majeure

➤ Force majeure is herein defined as any cause which is beyond the control of the Successful bidder or the GMDC GVT as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

- Natural phenomena such as flood, draughts Cyclone, earthquake and epidemics, declaration of war.
- Acts of any government, including but not limited to war, declared or undeclared priorities, quantities, embargoes, providing either party shall within fifteen (15) days from the occurrence of such a cause notify the other in writing of such cases.
- The Successful bidder will advise, in the event of his having resort to this clause by a registered letter duly certified by the statutory authorities, the beginning and end of the cause of delay, within fifteen days of the occurrence and cessation of such Force Majeure condition. In the event of delay lasting over two months, if arising out of Force Majeure, the contract may be terminated at the discretion of the GMDC GVT.
- For delay arising out of Force Majeure, the Successful bidder will not claim extension in completion date for a period exceeding the period of delay attributable to the causes of force Majeure and neither company nor he Successful bidder shall be liable to pay extra costs (like increase in rates, remobilization, advance, idle charges for labour and machinery etc.) provided it is mutually established that the Force Majeure conditions did actually exist.
- If any of the Force Majeure conditions exists in the place of operation of the Successful bidder even at the time of submission of bid, he will categorically specify them in his bid and state whether they have been taken into consideration in their quotations.

The Successful bidder or the GMDC GVT shall not be liable for delays in performing his obligations resulting from any force majeure cause as referred to and/ or defined above. The date of completion will, subject to hereinafter provided, be extended by a reasonable time.



Annexure “A”

Instruction to Bidders for Online Tendering

1. All Bidders must submit their bid online through the website <https://gmdc.nprocure.com>
2. Bidders who wish to participate in online tenders will have to procure / should have legally valid Digital Certificate (Class III) as per Information Technology Act-2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact (n) code solutions- a division of GNFC Limited, who are licensed Certifying Authority by Government of India at address mentioned below at clause 5.
3. All bids should be digitally signed. For details regarding digital signature certificate and related training involved at the below mentioned address should be contacted:

Address:

(n)Procure Cell

(n)Code solutions A division of GNFC

403, GNFC Info-Tower, Bodakdev, Ahmedabad- 380 054 (India)

Tel: +91 26857316/17/18 Fax: +91 79 26857321, Toll Free: 1800-233-1010

E-mail : nprocure@gnfc.net

4. Kindly take note that, valid Digital Signature Certificates is a must for all the interested Bidders. Online tendering process is not possible without a valid digital signature certificate.
5. Interested Bidders are also requested to complete their procedure for taking digital signature certificate in respect to filling of application form, supporting documents with necessary fees at least 3 days before last date of tender submission.
6. (n) code solutions reserves the rights to issue digital signature certificate after verification of application forms / supporting documents submitted by Bidder. (n) code solutions is fully authorized to issue digital signature certificate to Bidders.
7. Bidders who have no facility to participate in on-line tenders are requested to contact (n) code solutions for the same.
8. Free vendor training camp will be organized every Saturday between 4.00 to 5.00 P.M. at (n) code solutions-A Division of GNFC Ltd. at address mentioned above at Clause No. 5 of Chapter No-III. Bidders are requested to take benefit of the same.
9. All the correspondence in respect to training, support or digital signature certificate should be addressed to (n) code solutions directly on the above mentioned address. In case the Bidders face any difficulty, they may contact the officials of the GMDC GVT or GNFC on the below mentioned details:

a. GMDC GVT:

Contact Person: General Manager (CSR)

Contact numbers: 079-27913200/3501 Ext No 1708

E-Mail: csr@gmdcltd.com

b. GNFC:

Contact Number: 079- 26857316/17/18,

E-Mail: nprocure@gnfc.net



Annexure “B”

Annexure I.

Finance Department, GR. No.: EMD/4/2022/0002/DMO

Date: 20/05/2022

(A) Guarantees issued by the following banks will be accepted as SD/EMD on permanent basis:

❖ **All Nationalized Banks**

(B) Guarantees issued by the following Banks will be accepted as SD/EMD for the period up to March 31, 2023. The validity cut-off date in the GR is with respect to the date of issue of Bank Guarantee irrespective of the date of termination of Bank Guarantee.

- A U Small Finance Bank
- Ahmedabad Mercantile Co-Operative Bank Limited
- Axis Bank
- City Union Bank
- DBS Bank India Limited
- DCB Bank
- Equitas Small Finance Bank
- Federal Bank
- HDFC Bank
- ICICI Bank
- IndusInd Bank
- Kalapur Commercial Co-Operative Bank Limited
- Kotak Mahindra Bank
- Nutan Nagrik Sahakari Bank Limited
- Rajkot Nagarik Sahakari Bank Limited
- RBL Bank
- Saraswat Co-operative Bank
- Saurashtra Gramin Bank
- Standard Chartered Bank
- Tamilnadu Mercantile Bank
- The Gujarat State Co-Operative Bank
- The Mehsana Urban Co-operative bank Limited
- The Surat District Co-operative Bank
- The Surat Peoples Co-Operative Bank
- Ujjivan Small Finance Bank



All the eligible banks are instructed to collect the original documents/papers of guarantee from the concerned tendering authority.

Amisha

(Dr. A.T. Saiyad)

Section Officer

Finance Department

-----XXXXX-----



FORM - PA

CHECK LIST OF DOCUMENTS ENCLOSED WITH TENDER

TECHNICAL BID

	Document	Declaration (Strike out whichever is not applicable)
1.	Tender Processing Fee	Yes/No
2.	EMD	Yes / No
3.	Form PA (check list of documents enclosed with tender)	Yes / No
4.	Form PB (Status of the Bidder)	Yes / No
5.	Form PC Certification for Financial Details and supply carried out during the last seven years of bidder)	Yes / No
6.	Form PD (Declarations)	Yes / No
7.	Form PE (Undertaking of Genuineness of Document)	Yes / No
8.	Form PF (Undertaking of Indemnity)	Yes / No
9.	Form PG (Technical Specification of Note book & Full Scape book)	Yes / No
10.	Power of Authority to sign the documents (Duly Notarized on Stamp paper of Rs. 300)	Yes / No

PRICE BID

1	Online Price bid submission in Form 'PP'	Yes / No
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FORM - PB
STATUS OF THE BIDDER

Particulars	Details
Name of the Bidder:	
Address :	
Registered office :	
For correspondence :	
Telephone No.	
Fax No.	
E-mail Address	
Attested copies of Deeds, Articles of association to be enclosed	
Name & contact number of person holding power of attorney (Attested copy of power of attorney to be enclosed)	
Names of Partners with their Present and permanent address	
Name of Bankers with full address and Telephone No & Bank Account Details (Cancelled Cheque to be enclosed)	
PAN of Bidder	
GST Registration No. of Bidder	
PF Registration No.	
Whether enlisted in other dept., if yes, then furnish the details pertaining to class and the amount qualified to tender	
Was the applicant or its partners or Directors black listed in past by any Govt. or any other body.	



Details pertaining to the supply incomplete, if any	
Details of the litigation, court cases and arbitration either completed or under progress during last 10 years by the GMDC GVT entity or any partner/proprietor of present entity GMDC GVT was associated in any capacity.	

Signature and Stamp of the Bidder



FORM PC

1. Turnover and Net Worth

On the basis of the **audited books of accounts** produced before us by M/s. _____, we certify that as per the books of account Net worth and Turn Over of the firm M/s _____ are as under:

1.1 Net Worth= Rs. _____ for the Year 2019-20
Rs. _____ for the Year 2020-21
Rs. _____ for the Year 2021-22

1.2 Turn Over = Rs. _____ for the Year 2019-20
Rs. _____ for the Year 2020-21
Rs. _____ for the Year 2021-22

Average Turnover of Rs. _____

2. Details of Supply Carried Out During the Last Seven Years by the Bidder (i.e. period from: 01/12/2015 to 30/11/2022)

Sr. No	Description of supply with Supply place	Name of client with postal address	Supply Order number and date	Purchase order Period		Actual Quantity supplied	Amount without GST of supply order	Supply experience certificate attached
				From (Date)	To (Date)			
								Yes/No
								Yes/No
								Yes/No
								Yes/No

Signature and Stamp of the Bidder

Signature and Stamp of the CA

TO BE CERTIFIED BY CHARTERED ACCOUNTANT SHOWING

MEMBERSHIP NO/ FIRM REGISTRATION NO



FORM PD

Declaration

(On letter head of the Bidder)

DATE:

To,
The General Manager (CSR),
Gujarat Mineral Development GMDC Ltd.,
“KhanijBhavan”, 132 ft. Ring Road,
University Ground, Vastrapur,
Ahmedabad-380015

Dear Sir,

I/we here by solemnly declare that

1. Any of our Directors or Partners, jointly or severally and/or individually or our firm/GMDC GVT have not been black listed by the Central Govt. or the State Govt. or its undertakings.
2. We have not put any condition in our offer with respect to Tender No. _____,
3. We have accept all the terms and conditions, including Annexure, Corrigendum if any, as specified in the Tender Document No. _____ unconditionally.

I/we here by further declare that, if the declaration is found untrue, the GMDC GVT shall be entitled to take any action against us severally and/or individually or our firm/GMDC GVT in this regard in any manner that may be deemed fit by GMDC GVT.

Yours faithfully,

Signature and Stamp of the Bidder



FORM PE
(Format for Affidavit)

A F F I D A V I T

Undertaking Regarding Geniuses of Documents
(On Non-Judicial Stamp Paper of Rs 300/-)

I/We, _____, Partner/Director/Legal Attorney/Accredited
Representative of M/s. _____ solemnly declare that:

1. I/We are submitting Tender for the supply _____
_____ against Tender No. _____
2. None of the Partners/Directors of our firm/GMDC GVT is relative of employee of GMDC GVT.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If it is found at any point of time that our documents are not genuine then in that case our tender will be rejected, earnest money deposited by us will be forfeited and we will be debarred from participating in further/future GMDC GVT tenders and/or any action as deemed fit by GMDC GVT may be taken against us, including termination of the purchase order, forfeiture of all dues including Earnest Money / Security deposit and banning/delisting of our entity and all related persons etc.

SIGNATURE OF THE BIDDER
WITH SEAL

Dated



FORM PF

Undertaking Of Indemnity

(On Letter head of the Bidder)

To,

The General Manager(CSR)
Gujarat Mineral Development Corporation Ltd.
KhanijBhavan
132' Ring Road, University Ground,
Vastrapur,
Ahmedabad.

Dear Sir,

We M/s. ----- hereby undertake that, we shall at all times, indemnify and keep indemnified that GMDC GVT Limited from any and all liability for damages resulting from or arising out of or in any way connected with the operations covered by the Tender No. _____. We shall be responsible for all risk arising in connection with or on account of the operations covered by the purchase order covered by the above tender and shall make good all losses and damages arising there from. In case, the GMDC GVT Limited shall incur any cost or expense or suffer any loss on account of any claim demand or course of action brought against us and arising out of the operations covered by the Bidder/tender, the GMDC GVT Limited shall have the power (without being bound to do so) to define, contest or compromise any such claim demand or cause of action. Any amount that may become payable by GMDC GVT Limited and any cost expense etc. that may be incurred by the GMDC GVT Limited in this behalf, shall also be recoverable from us, without prejudice to your other rights.

Yours faithfully,

For -----

(Signature & Stamp of the Bidder)



FORM PG

Technical Specification of Note book & Full Scape book:

Description	Full- Scape Book (192 + 4 Design Pages + 1 Page Index)	Note Book (192 + 4 design Pages + 1 Page Index)
Book Size (in CM.)	29 x 20 cm	24 x 18 cm
Binding	Pining	Pining
Paper	Ruchira, Belapur, JK, Andhra, TNPL, NRK (any of the above mill paper with 58 GSM)	Ruchira, Belapur, JK, Andhra, TNPL, NRK (any of the above mill paper with 58 GSM)
Title Board Mill	Mill specification not required	Mill specification not required
Title	296 GSM White Back Duplex with all four side 4 Colours printing	296 GSM White Back Duplex with all four side 4 Colours printing
BOPP Lamination	10 Micron BOPP Gloss Lamination	10 Micron BOPP Gloss Lamination
Inner Paper Rule Type	Black & Magenta	Black & Magenta
Inner Packing	One Set (8 Piece each) Shrink Packing & 3 Set (24 Piece) Strapped Bundle	One Set (8 Piece each) Shrink Packing & 3 Set (24 Piece) Strapped Bundle
Outer Packing	As per the Bidder Feasibility for easy of logistics	As per the Bidder Feasibility for easy of logistics

Note: Design will be provided by GMDC GVT

NAME, SIGNATURE & STAMP OF BIDDER



**Annexure-I
Quantity wise Detail**

Sr. No.	Supply Site	CSR		TOTAL	
		Fullscape (UoM: Dozen)	Notebook (UoM: Dozen)	Fullscape (UoM: Dozen)	Notebook (UoM: Dozen)
1	ATPS, CHER	0	0	0	0
2	AMBAJI	0	0	0	0
3	BHATIA	0	1128	0	1128
4	BHAVNAGAR	0	29334	0	29334
5	GADHSISA	0	5184	0	5184
6	KADIPANI	4752	5220	4752	5220
7	MATA-NO-MADH	0	21360	0	21360
8	PANANDHRO	0	11520	0	11520
9	RAJPARDI	1548	2460	1548	2460
10	SHIVRAJPUR	5327	5118	5327	5118
11	TADKESHWAR	4638	15918	4638	15918
12	UMARSAR	0	8742	0	8742
13	AHMEDABAD	0	0	0	0
14	LIGNITE PROJECT VALIA	0	20058	0	20058
15	LIGNITE PROJECT DAMLAI	4356	9756	4356	9756
16	LIGNITE PROJECT GHALA	1926	8178	1926	8178
17	LIGNITE PROJECT BHARKANDAM	3180	10080	3180	10080
18	LIGNITE PROJECT LAKHPAT	0	2400	0	2400
19	LIGNITE PROJECT PANANDHRO EXTENSION	0	4860	0	4860
	Total Number	25727	161316	25727	161316
	Total Dozen	2144	13443	2144	13443



SPECIAL CONDITION:

1. Estimated quantity is for different location/project mentioned in Annexure-I; however, it may vary at the time of issuance of Purchase Order.
2. The successful bidder has to deliver the notebooks at our various projects mentioned in Annexure-II and at our corporate office at Ahmadabad.
3. The successful bidder has to use designed image for title page provided by GMDC GVT. The successful bidder has to provide sample to GMDC GVT and to take approval for mass printing. The Successful bidder will print minimum 3 images for Fullscape book and 3 images for notebooks for sample approval.
4. GMDC GVT reserves the right to deduct any proportionate amount from purchase order payment on account of insufficient/unsatisfactory work and or willful/careless execution of job.



Annexure-II

Location / Address of our various sites

Sr.No.	Address
1.	LIGNITE PROJECT, PANANDHRO, At & PO : S. K. V. NAGAR, TAL : LAKHPAT, DIST: KUTCH, GUJARAT – 370601, Phone No. 02839-284411, Fax: 0289-284428, Email: panadhro@gmdcltd.com
2.	LIGINTE PROJECT, MATA NA MADH, AT & PO : RAVAPAR, TAL : NAKHTRANA, DIST : KUTCH, GUJARAT – 370625, Phone No. : 0289-291403, Fax: 0289-291407, Email: matamadh@gmdcltd.com
3.	CALCITE BAUXITE PROJECT, GADHSISA, AT & PO: GADHSISA, TAL : MANDVI, DIST: KUTCH, GUJARAT – 370445 Phone No. : 02834-282026, Fax: 02834-262310, Email: gadhsisa@gmdcltd.com
4.	LIGNITE PROJECT, BHAVNAGAR, OPP. IOC BOTTLING PLANT, GHOGHA ROAD, At VILL: TAGDI, POST: MALPAR, DIST: BHAVNAGAR, Gujarat-364002, Phone No.: 0278-2883100, Fax: 0278-2883802, Email: bhavnagar@gmdcltd.com
5.	LIGNITE PROJECT, RAJPARDI, AT & PO: RAJPARDI, TAL: JHAGADIA, DIST: BHARUCH, GUJARAT-393115, Phone No.: 02645-240185, Fax: 02645 240167, Email: rajparadi@gmdcltd.com
6.	LIGNITE PROJECT, TADKESHWAR, AT & PO: TADKESHWAR, TAL: MANDVI, DIST: SURAT, Gujarat-394170, Phone No.: 02623-233948, Fax: 02623-233052, Email: tadkeshwar@gmdcltd.com
7.	LIGNITE PROJECT, UMARSAR, GMDC LTD, VILL: UMARSAR, PO : GHADULI, TAL : LAKHPAT, DIST : KUTCH, GUJARAT-370627, Phone No.: 9727792770, Email: umarsar@gmdcltd.com
8.	MANGANESE PROJECT, SHIVRAJPUR, AT & PO: SHIVRAJPUR, TAL: HALOL, DIST: PANCHMAHALS Phone No. : 02676-243604, 97277 92727 , Email: shivrajpur@gmdcltd.com
9.	FLOURSPAR PROJECT, KADIPANI, At & PO : Kadipani, Tal: Kawant, Dist: Chota Udepur, Gujarat – 391175 Phone No. : 97277 92841, Email: kadipani@gmdcltd.com
10.	BAUXITE PROJECT, BHATIA, At & PO: Mevasa, Tal: Kalyanpur, Dist: Devbhumi Dwarka, Gujarat-361315 Phone No. : 97277 92723 , Email: bhatia@gmdcltd.com
11.	C/O LIGNITE PROJECT, VALIA, AT & PO: TADKESHWAR, TAL: MANDVI, DIST: SURAT, Gujarat-394170, Phone No.: 9727792782, Email: valia@gmdcltd.com
12.	C/O LIGNITE PROJECT, DAMLAI, AT & PO: RAJPARDI, TAL: JHAGADIA, DIST: BHARUCH, GUJARAT-393115, Phone No.: 9979870733, Email: damlai@gmdcltd.com
13.	C/O LIGNITE PROJECT, GHALA,



	AT & PO: TADKESHWAR, TAL: MANDVI, DIST: SURAT, Gujarat-394170, Phone No.: 9727792778, Email: ghala@gmdcltd.com
14.	LIGNITE PROJECT, BHARKANDAM, AT & PO: VAYOR, TAL : ABDASA, DIST: KUTCH, GUJARAT – 370511 Phone No. : 9727793544, Email: bharkhandam@gmdcltd.com
15.	C/O LIGNITE PROJECT, LAKHPAT, AT & PO : RAVAPAR, TAL : NAKHTRANA, DIST : KUTCH, GUJARAT – 370625, Phone No.: 97277 92702, Email: punrajpur@gmdcltd.com
16.	C/O LIGNITE PROJECT, PANANDHRO EXTENSION, At & PO : S. K. V. NAGAR, TAL : LAKHPAT, DIST: KUTCH, GUJARAT – 370601, Phone No. 9727792715, Email: panadhro@gmdcltd.com



FORM PP
PRICE BID(ON LINE ONLY)

E-TENDER NO:GMDC/GVT/CSR/06/22-23.

Sr. No	Descriptions	Qty. (A)	UOM	HSN	Basic price per No(Excluding GST) (B)	Total amount in Rs. C=(A)X(B)
01	Full Scape Notebook (192 + 4 design pages + 1 Page index) 29 x 20 cm	25727	No.			
02	Small Size Note Book (192 + 4 design pages + 1 Page index) Size 24 x 18cm	161316	No			
03	Total(Excluding GST)					

Note:

1. Basic rate include all chargers of Printing, Packing, Transportation and Successful supply to designated GMDC's Project under GMDC CSR activity.
2. Basic rate excluding GST and will be paid as actual as applicable.
3. GMDC GVT reserves the right to split the work between more than one bidder. However, in case the same party being L1 in all, the work shall be awarded to single bidder.

SIGNATURE OF BIDDER