

Maharaja Ranjit Singh Punjab Technical University, Bathinda

Specifications for Printing & Supply of 32 Lined Pages and 04 Cover Pages (Total 36 Pages) Answer Books to the MRSPTU, Bathinda.

1	Size of Answer Book should be 21.0 cm X 29.7 cm (width X height).
2	Paper weight should be 80GSM, white cream wove containing (i) brightness 75 (ii) opacity min 80
3	Single colour, IS approved black/blue Printing Ink should be used.
4	Thread stitching is to be done on the left hand side.
5	The word MRSPTU is to be perforated in all the pages of the Answer Book at the left hand top corner.
6	University Logo to be printed as water mark in the ground.
7	Inner ruled pages must have page numbering from 1 to 32.
8	1.5" margin on the top of the page and 0.5" in the end of page.
9	The 1st four pages will be printed as per the sample to be provided by the University.
10	All the pages will be cross-ruled with ruling at 1cm interval in light black colour. Margin at 1" on the left hand side by a double vertical line. Number of lines in a page should be 26.
11	Printing of boxes on the answer sheet in the upper margin with logo for awarding evaluation and re-evaluation marks.
12	Serial number to be printed on the first page of the answer books as per specimen which may be collected from the office of the Controller of Exams.
13	The answer books are to be packed in bundles of 250 in good quality firm card board packing after wrapping it with butter cover papers with serial number on it.
14	The paper should be good quality so that the ink and writing should not be visible on both sides.

Other Requirements

1	The printer must not outsource any activity related to the execution of this work. Therefore, the printer must possess in-house infrastructure for the following activities required to be done in this work: (i) Printing of answer books with page numbering on all inner pages (ii) Thread stitching (iii) Perforation Machine.
2	One sample must be got approved before bulk supply.
3	Delivery of Answer Books within 40 days of each supply order.
4	The firm must have done similar work for University/Boards earlier.
5	The firm should be at least 5 year old.
6	The combined turnover for last 3 year must be 02 crores.
7	Rate contract to be required for a period of 3 year.
8	Periodic order (every six months) shall be placed as per requirements.
9	Minimum 18 lakh answer sheets shall be got printed over a span of 3 years.




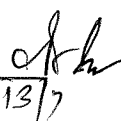


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Name of Items		Printing & Supply of 32 Lined Pages and 04 Cover Pages (Total 36 Pages) Answer Books to the MRSPTU, Bathinda	
Name of Firm			
Sr. No.	Description	Proof (Attached/Not Attached) (Y/N)	Page No.
1	Full Address		
	i. Head Office:		
	ii. Branch Office (if any)		
2	Name of Contact Person		
	i. Telegraphic/e-mail address:		
	ii. E mail ID/Website:		
3	i. Telephone Number(s)		
	ii. Mobile No.		
4	Date of establishment of the firm:		
5	Is your firm registered under: (a) Companies Act, 1956 or 2013? (b) Factories Act, 1948? (c) Another Act. (d) If not, who are the owners? (Please give full details)		
6	Whether the firm is insured against fire, Theft, and Burglary, if so, please state the amount for which insured, the name of the insurance firm and policy no.		
7	A copy of the declaration relating to the registration of the press.		
8	Satisfactory completion of work certificate for the relevant period.		
9	Undertaking that firm is not blacklisted by any University/Institute/Organization and no complaint/enquiry/court case is pending against the firm.		
10	Undertaking the tenderer is not penalized by University for any reason in the past for printing and supply of answer books.		
11	Details of equipment and manpower of firm/unit and firm should have all arrangement in its premises i.e. painting, rolling, binding, packaging, perforators, stitching etc.		
12	The tenderer should have relevant experience of printing and supply of answer books and have a combined turnover for last 3 year must be 02 crores (Attach Proof).		
13	Proof of bidder having successfully delivered of similar goods/items of value of 100% of the estimated value in the last three years. OR Satisfactory delivery of similar goods/items of value not less than 50% of estimated value as a single order in India in the last three years.		
14	GST No.		
15	PAN NO:- TAN NO:-		
16	Bank Name and Address		
17	Bank A/c No. and IFS Code		

Note:-

1. The Financial Bid will be opened only for those bidders whose Technical Bid is found complete and confirm the above eligibility criteria.

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2. If any need arises to verify the scan copies from original then the same will be produced by the Bidder before the opening of Financial Bid failing which his bid will be rejected.
3. Any condition/ documents regarding rates attached with technical bid shall not be accepted.
4. Page Number/Serial Number may be given to each and every page of Tender Documents and other documents attached. Mention Page Number, Wherever the copy(ies) of the document (s) are attached.
5. In case of non-fulfillment of any of the above information/document (s) , the Tender will be summarily rejected without giving any notice.

Wm R. J. 13/17 L