

# **KARNATAKA SCIENCE AND TECHNOLOGY ACADEMY**

Department of Science and Technology, Government of Karnataka

## **PRINTING AND SUPPLY OF 'VIJNANA LOKA' BIMONTHLY MAGAZINE**

### **TENDER DOCUMENT (2 Cover System)**

**Tender through e-procurement  
for Printing and Supply of '*Vijnana Loka*' Bimonthly Magazine**

**e-procurement portal: <https://eproc.karnataka.gov.in>  
help line: +91 80 46010000, +91 80 22631200**

### **CHIEF EXECUTIVE OFFICER KARNATAKA SCIENCE AND TECHNOLOGY ACADEMY**

Prof. U R Rao Vijnanabhavana,  
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**Department of Science and Technology, Government of Karnataka**

**Prof. U R Rao Vijnanabhavana, Near Horticulture Sciences College Gate,  
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**Notification No.: VL/Tender-01/2020-21**

**Dated 21.11.2020**

## **SHORT TERM TENDER NOTIFICATION**

(Only through Government of Karnataka e- procurement portal)

Tenders are invited under Two Cover System on Government of Karnataka e-procurement platform from eligible printers having Infrastructure as stipulated in the Tender Document within the States of Karnataka, to print and supply 15 issues of 'Vijnana Loka' bimonthly magazine in Kannada form November 2020 to March 2023. Estimated total value of the Tender is about Rs. 9.5 lakh. EMD of Rs. 9,500/- and Tender Fee of Rs. 500/- shall be paid at e-procurement portal.

**e-procurement portal address: <https://eproc.karnataka.gov.in>**

**Portal Help line: +91 80 46010000, +91 80 22631200**

Detailed Tender Document may be downloaded from the website <https://eproc.karnataka.gov.in> for information. Bidding is open from 21.11.2020 to 05.12.2020, 4:30pm. The bid shall be submitted online before 05.11.2020, 4:30 pm.

Eligible bidder need to register with the Government of Karnataka e-procurement portal and obtain 'Digital Signature Key' from any empanelled certifying authorities for bidding online.

Additional information may be had from the KSTA website [www.kstacademy.in](http://www.kstacademy.in) or this office from 10:00am to 5:30pm on all working days. For queries regarding on-line bidding, portal help line numbers given above may be contacted.

**CEO, KSTA**

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**Tel/Fax-080-29721549/50; e-mail: ksta.gok@gmail.com; website: www.kstacademy.in**

**Notification No.: VL/Tender-01/2020-21 Dated 21.11.2020**

## **BRIEF TENDER NOTIFICATION**

**(Through e-procurement)**

Online tender is invited under KTPP Act 1999 and rules made there under Two Bid system from the printers who fulfill the eligibility conditions of the Tender Document on Rate Contract basis from November 2020 to March 2023 (15 issues) for printing and supply of '*Vijnana Loka*' Bimonthly Magazine as detailed in schedule of requirements. Estimated total value of the Tender is about Rs. 9.5 lakh. EMD of Rs. 9,500/- and Tender Fee of Rs. 500/-. Detailed Tender Document may be downloaded from the website <https://eproc.karnataka.gov.in> for information. The bid shall be submitted online on or before 05.12.2020, 4:30 pm. The Technical Bid will be opened online at 03:00pm on 27.11.2020. For any further clarifications please contact KSTA office.

Sd./-

CEO, KSTA

**Government of Karnataka**  
**KARNATAKA SCIENCE AND TECHNOLOGY ACADEMY**  
Department of Science and Technology

**PRINTING AND SUPPLY OF 'VIJNANA LOKA' BIMONTHLY  
MAGAZINE**

**TENDER DOCUMENT  
(2 Cover System)**

**Bid schedule**

1	Bid Reference	VL/Tender-01/2020-21 Dated 21.11.2020
2	Date of Issue of Notification	21.11.2020
3	Date of Commencement	21.11.2020
4	Pre Bid Meeting	27.11.2020, 11.30 am
5	Bidding Document available on the site till	05.12.2020, 4.30 pm
6	Last Date for Receipt of Bids	05.12.2020, 4.30 pm
7	Time and Date of opening Cover 1 Cover 2	08.12.2020, 3.00 pm 10.12.2020, 11.00 am
8	Place of Opening of Bids	Meeting Hall Prof. U R Rao Vijnana Bhavana, Horticultural Science College Entrance, GKVK Campus Major Sandeep Unnikrishnan Road, Doddabettahalli, Vidyaranyaपुरa Post, Yelahanka, Bengaluru – 560 097
9	Address for Communication	CEO Prof. U R Rao Vijnana Bhavana, Horticultural Science College Entrance, GKVK Campus Major Sandeep Unnikrishnan Road, Doddabettahalli, Vidyaranyaपुरa Post, Yelahanka, Bengaluru – 560 097

All bids must be accompanied by bid security (EMD) and Tender Document Fee as specified. Bids will be opened in the presence of Bidders' representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a holiday, opening of bids will be the following working day at the scheduled time.

CEO  
KARNATAKA SCIENCE AND TECHNOLOGY ACADEMY

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## SECTION 1: A BRIEF DESCRIPTION

### 1.0 INTRODUCTION

- 1.0.1 The Karnataka Science and Technology Academy (KSTA) herein after referred to as 'KSTA' is registered under the Societies Act, functioning under the Department of Science & Technology, Government of Karnataka. KSTA is wholly financed by the Government of Karnataka.
- 1.0.2 One of the objectives of KSTA is to popularize science and to create awareness among the students, teachers and general public regarding the recent developments in the field of science and technology. Towards this, KSTA is bringing out bimonthly magazine in Kannada in the month of January, March, May, July and September, November every year for the benefit of teachers, students and general public.
- 1.0.3 It is proposed to print 2000 copies of each issue of the magazine each time and will be sent to public libraries, universities, pre-university and degree colleges in the state.

### 1.2 SCOPE OF WORK

- 1.2.1 The successful bidder is responsible to enter into an agreement with KSTA. He should prepare the manuscript which includes type setting, procure the paper and get the quality of paper certified by the committee constituted by KSTA and then print and supply.
- 1.2.2 The successful bidder is also responsible and accountable for all the printing and supply process throughout the contract period. He has to chalk out the programme of work/time schedule from the date of commencement of work and up to the completion of the work and intimate the same to the purchaser.

## SECTION 2: INSTRUCTION TO BIDDERS

### 2.1. INTRODUCTION AND BACKGROUND

- 2.1.1 Deleted
- 2.1.2 In pursuance of clause 1.0.2, KSTA invites open tenders from interested parties for the printing and supply of '*Vijnana Loka*' magazine. Interested parties ("Bidders") are invited to submit detailed Bids.
- 2.1.3 The Bids would be evaluated on the basis of the evaluation criteria set out in this document in order to identify the successful Bidder. In order to do so, the purchaser himself or his authorized representative may inspect the premises of the bidder.
- 2.1.4 The Successful Bidder would then have to enter into an agreement with CEO, KSTA and perform the obligations as stipulated therein in respect of the project. The Draft Agreement forms part of this document.
- 2.1.5 The Successful Bidder would be required to print and supply '*Vijnana Loka*' magazine in accordance with the terms and conditions laid down by KSTA.
- 2.1.6 The period of the contract shall be from issue of work order to agreement end date.
- 2.1.7 Upon satisfactory completion of the printing and supply of '*Vijnana Loka*' magazine, payments will be made in accordance with the terms and conditions set out in this Document.

## **2.2. BIDDING PROCESS**

- 2.2.1 KSTA intends to follow a single stage, two Cover process for selection of the Successful Bidder for the Project.

### **Documents Constituting the Tender (Two Cover)**

The tender (two Cover) prepared by the Tenderer shall comprise the following components i.e. Technical Bid and Financial Bid. Both shall have to be submitted online in the formats available in the e-portal.

#### **Technical Bid**

- i. Earnest money deposit (EMD) and Tender Document fee as prescribed should be paid in e-procurement portal.
- ii. Scanned images of the Documents relating to establishing the qualification of the Bidder in terms of Documents/undertakings/declarations as per Appendix A to Appendix K
- iii. Registration Certificate of GST
- iv. Latest GST returns filed.
- v. Acknowledgement of IT returns filed for the preceding three years.

#### **Financial Bid**

- i. The Tender Form and the Price Schedule which form the Financial Bid shall be submitted online in the provided manner.

## **2.3 AVAILABILITY OF TENDER DOCUMENT**

In the e-procurement portal <https://eproc.karnataka.gov.in>

- 2.3.1 All subsequent notifications, changes and amendments on the project or tender document would be posted only on the e-procurement portal viz., <https://eproc.karnataka.gov.in>

## **2.4 BID DUE DATE**

The Bid should be uploaded on or before December 05, 2020. The time for submitting the bids is before 4:30 P.M.

## **2.5 BIDDERS**

- 2.5.1 The Legal entity eligible for participating in the qualification process shall be `the bidder` belonging to the States of Karnataka.
- 2.5.2 The bidder means an entity with the prescribed eligibility who is engaged in the business of printing and supply of magazine, books and journals and who has a minimum of 3 years of experience in printing and supply of the same.
- 2.5.3 Deleted
- 2.5.4 The Legal Entity should have been registered as printer either with Shops or Commercial Establishments Act / Factories Act or with the Department of Industries and Commerce or under GST in the State for a minimum period of 2 years as on the last date of the Tender Notification.
- 2.5.5 Deleted
- 2.5.6 The Legal Entity should have achieved a minimum annual turnover of Rs. 20.00 lakhs in case of Category-A printers, and minimum annual turnover of Rs.8 lakhs in respect of Category-B and Category-C Printers in each of the immediately preceding 3 years.
- 2.5.7 The following documents / information shall be submitted by the Bidders along with the Qualification Submissions:

- A legal entity incorporated as Private/Public Limited Company shall submit Certificate of Incorporation, Memorandum & Articles of Association.
  - A Partnership Firm shall submit Partnership Deed.
  - An individual or a HUF shall submit copy of GST Registration certificate.
- 2.5.8 Any Entity which has been barred by Government of Karnataka (GoK), any other State Government in India (SG) or Government of India (GoI), or any of the agencies of GoK/GoI would not be eligible to submit a Bid. The Bidder shall execute an undertaking to this effect as per the format enclosed in Appendix D.
- 2.5.9 Bidder should be an individual entity and should submit their bids individually. More specifically, consortium of bidders is barred from participation in the tender.
- 2.6 NUMBER OF BIDS /BIDS**
- 2.6.1 Each Bidder shall submit only one Bid in response to this tender document. Any Bidder, who submits or participates in more than one Bid, shall be disqualified and shall also cause disqualification of all the Bids in which such Bidder has participated.
- 2.6.2 Number of copies of each issue of '*Vijnana Loka*' to be printed as shown in SECTION 9 is provisional and indicative and actual numbers to be printed and supplied will be as provided in the Purchase Order. The number of pages in an issue of '*Vijnana Loka*' magazine is all indicative.
- 2.6.3. Number of copies to be printed may go up by 15% or get reduced by 15% as per the actual requirement and they shall be as in the Work Order.
- 2.7 RIGHT TO ACCEPT OR REJECT ANY OF THE BIDS**
- 2.7.1 The CEO, Karnataka Science and Technology Academy, Bengaluru reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability or any obligation to inform the affected bidder or bidders of the grounds for the said action. Any Bid with incomplete information is liable for rejection. For each category of pre-qualification criteria, the documentary evidence is to be produced duly attested by the bidder, serially numbered and enclosed with the bids. If the documentary proof is not enclosed for any/all criteria the Bid is liable for rejection.
- 2.7.2 If any information given by the bidder is found to be false / fictitious, the bidder will be debarred and will be recommended for blacklisting and in such a situation the purchaser i.e. KSTA, may,
- a. invite the next best Bidder to match the Bid submitted by the best Bidder;
  - OR,
  - b. take any such measure as may be deemed fit in its sole discretion including annulment of the bidding process.
- 2.8 AMENDMENT / ADDENDA OF TENDER DOCUMENT**
- 2.8.1 At any time prior to the Bid Due Date, the purchaser may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the Tender Document by the issuance of Addenda.
- 2.8.2 Any Addendum thus issued will be hosted on the e-procurement website only.
- 2.8.3 In order to provide the Bidders a reasonable time to examine the Addendum, or for any other reason, KSTA may, at its own discretion, extend the Bid Due Date.
- 2.9 PRE-BID MEETING**
- To clarify and discuss issues if any, regarding the tender, pre-bid is scheduled as per the time table indicated in the tender document. No separate intimation shall be sent in this regard. In case of preponement / postponement, the details shall be hosted in the e-procurement web site only.

## **2.10 PREPARATION AND SUBMISSION OF BID**

- 2.10.1 The Bid and all related correspondence and documents should be written in English. Supporting documents and printed literature furnished by the Bidder with the Bid may be in any other language provided that they are accompanied by appropriate translations of the pertinent passages in English. For the purpose of interpretation and evaluation of the Bid, the English language translation shall prevail.
- 2.10.2 Bid should be accompanied by a Bid Security (EMD) of Rs 9,500/- (Rupees Nine Thousand Five Hundred Only) and Tender fee of Rs. 500/- (Rupees Five Hundred Only)
- 2.10.3 EMD (Bid Security) and Tender fee should be paid through e-payments modes allowed in e-procurement portal.
- 2.10.4 The Bid Security shall be returned to the unsuccessful Bidders within a period of 30 days from the date of announcement of the Successful Bidder. The Bid Security (EMD) submitted by the Successful Bidder shall be held as Security Deposit by KSTA till such time the contract is fully complete and shall be discharged along with the Performance Bank Guarantee.
- 2.10.5 The Bid Security shall be forfeited in the following cases:
- a. If the Bidder modifies or withdraws its Bid except as provided in Clause 2.16;
  - b. If the Bidder withdraws its Bid during the interval between the Bid Due Date and expiration of the Bid Validity Period;
  - c. If the Successful Bidder fails to provide the Performance Security within the stipulated time or the extended time thereof.
  - d. If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.

## **2.11 VALIDITY OF BID**

Bid shall remain valid for a period not less than 180 days from the last date for submission of bids from the Bid Due Date ("Bid Validity Period"). KSTA reserves the right to reject any Bid, which does not meet this requirement.

## **2.12 EXTENSION OF VALIDITY OF BID**

In exceptional circumstances, prior to expiry of the original Bid Validity Period, KSTA may request Bidders to extend the Bid Validity Period for a specified additional period.

## **2.13 FORMAT AND SIGNING OF BID**

- 2.13.1 The Bidder would provide all the information as per this Tender Document. KSTA reserves the right to evaluate only those Bids that are received in the required format and is complete in all respects.
- 2.13.2 The Bidder shall submit the Bid in two Covers online, namely,
- a. Technical Bid, consisting of the details mentioned in section 6 of this tender document and
  - b. Price Bid, consisting of the Bidders lowest quoted rate being the financial Bid in the format provided online (Appendix J).

## **2.14 METHOD OF SUBMISSION OF BIDS**

- 2.14.1 The Bids shall be submitted online in the e-portal in the Provided formats only. Scanned copies of the same shall be uploaded where ever sought
- 2.14.2 The e-portal itself will disqualify the improper and delayed Bids and KSTA shall assume no responsibility for any such eventualities.

## **2.15 BID DUE DATE**

- 2.15.1 Bids should be submitted only online and through the notified Government of Karnataka e-procurement platform on or before the Bid Due Date mentioned in the Bidding Schedule in the manner and form as detailed in this Tender Document. Bids submitted in any other mode shall not be acceptable.
- 2.15.2 KSTA may, in exceptional circumstances, and for reasons to be recorded in writing, extend the Bid Due Date, by issuing an Addendum in accordance with Clause 2.9, uniformly for all Bidders.

## **2.16 MODIFICATIONS/SUBSTITUTION/WITHDRAWAL OF BIDS**

- 2.16.1 Any modification, Substitution, withdrawal of Bid can be made by the tender only through the said e-portal in the form and manner as provided.
- 2.17.2 To assist in the examination, evaluation, and comparison of Bids, KSTA may utilize the services of consultant(s) or advisor(s).

## **2.17 BID OPENING**

- 2.17.1 KSTA would open online the Qualification Submissions as per the schedule for the purpose of evaluation.
- 2.17.2 Bids for which an acceptable notice of withdrawal has been submitted in accordance with Clause 2.16 shall not be opened.
- 2.17.3 KSTA would subsequently examine and evaluate Bids in accordance with the criteria set out in Sections 3, 4 and 5 of this Tender Document.

## **2.18 CONFIDENTIALITY**

Information relating to the examination, clarification, evaluation, and recommendation for the Bidders shall not be disclosed to any person not officially concerned with the process. KSTA will treat all information submitted as part of Bid in confidence and would require all those who have access to such material to treat the same in confidence. KSTA will not divulge any such information unless it is ordered to do so by any authority pursuant to applicable law or order of a competent court or tribunal, which requires its disclosure.

## **2.19 TESTS OF RESPONSIVENESS**

- 2.19.1 Prior to evaluation of Bids, KSTA will determine whether each Bid is responsive to the requirements of the Tender Document. A Bid shall be considered responsive if the Bid:
- is received/deemed to be received by the Bid Due Date including any extension thereof pursuant to Clause 2.11 and 2.12
  - is accompanied by the Power of Attorney, the format for which is specified in Appendix B
  - contains all the information as requested in this document
  - contains information in formats same as those specified in this document
  - Proof of Ownership of a Printing Press as per the qualification criteria prescribed and their location within the states of India.
  - GST Certificate.
  - GST Returns filed before proper authorities.
  - PAN Certificate. IT returns filed before proper authorities.
  - Copy of the title deed or lease agreement in support of ownership / hire / lease of infrastructure facilities like building
  - mentions the validity period as set out in Clause 2.11, and
  - is accompanied by money against the cost of Tender Document.
- 2.19.2 KSTA reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by KSTA in

respect of such Bids.

## **2.20 CLARIFICATIONS**

To facilitate evaluation of Bids, KSTA may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.

## **2.21 QUALIFICATION SUBMISSIONS**

2.21.1 The Qualification Submissions of the Bidders would first be checked for responsiveness as set out in Clause 2.19 above. All Bids found to be substantially responsive shall be evaluated as per the Qualification Criteria set out in Section 3.

2.21.2 Bidders who meet the qualification criteria shall be short-listed (*"Qualified Bidders"*) for further evaluation.

2.21.3 The Price Bid of the Bidders who do not meet the Qualification Criteria shall not be opened.

2.21.4 The Qualification Submissions of the Qualified Bidders would be evaluated as per the Qualification Evaluation Criteria set out in Section 3. The Purchaser either himself or through his representative may inspect the factory premises of the bidder regarding the availability of the facilities as per qualification documents submitted.

2.21.5 Bidders who are found to be acceptable as *"Qualified Bidders"* would be considered for evaluation in the next stage.

## **2.22 BID EVALUATION: PRICE BID**

Price Bid of only the *Qualified Bidders* would be opened and evaluated as per process set out in Section 4 and 5 to identify an *Eligible Bidder*.

## **2.23 DECLARATION OF SUCCESSFUL BIDDER**

2.23.1 KSTA may either choose to accept the Bid of an *Eligible Bidder* or invite him for negotiations.

2.23.2 Upon acceptance of the Bid of the *Eligible Bidder* with or without negotiations, KSTA shall declare the *Eligible Bidder* as the *Successful Bidder*.

## **2.24 NOTIFICATIONS**

KSTA will notify the Successful Bidder through e-procurement platform or by facsimile or post or e-mail and by a Letter of Acceptance (LOA) that his Bid has been accepted.

## **2.25 RIGHT TO ACCEPT OR REJECT BID**

2.25.1 KSTA reserves the right to accept or reject any or all of the Bids without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of the Project, without liability or any obligation for such acceptance, rejection or annulment.

2.25.2 KSTA reserves the right to invite revised Bids from Bidders with or without amendment of the Tender Document at any stage, without liability or any obligation for such invitation and without assigning any reason.

2.25.3 KSTA reserves the right to reject any Bid at any time if:

- a. material misrepresentation made at any stage in the bidding process is uncovered; or
- b. the Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Bid. This would lead to the disqualification of the Bidder. If such disqualification / rejection occurs after the Bids have been opened and the Successful Bidder gets disqualified / rejected, then KSTA reserves the right to:

- c. take any such measure as may be deemed fit in the sole discretion of KSTA, including annulment of the bidding process.

## **2.26 SUBMISSION OF LETTER OF ACCEPTANCE AND EXECUTION OF AGREEMENT**

- 2.26.1 Within a week from the date of issue of the Letter of Acceptance (“LOA”), the Successful Bidder shall accept the LOA and return the same to KSTA. The Successful Bidder shall execute an Agreement for the Project, within a week of the issue of LOA or within such further time as KSTA may agree to at its sole discretion.
- 2.26.2 If the Successful Bidder wants to authorize any person on behalf of him to sign the agreement, he shall, before signing of the Agreement, submit to KSTA, a power of attorney to sign the Agreement with KSTA.
- 2.26.3 KSTA will promptly notify other Bidders that their Bid has not been accepted and their Bid Security shall be discharged/returned as specified in the clause 2.10.4.

## **2.27 PERFORMANCE SECURITY**

- 2.27.1 The successful Bidder shall furnish Performance Security in the form of an Irrevocable Bank Guarantee issued by a Nationalized bank or a Public Sector Bank in India or an Accepted Scheduled Bank in favour of “The CEO, Karnataka Science and Technology Academy, Bangalore”, for a sum equivalent to 7.5% of the project value within 21 days from receipt of purchase order. The performance bank guarantee should be valid till 31<sup>st</sup> March 2023 .
- 2.27.2 Failure of the Successful Bidder to comply with the requirements of Clause 2.26 or 2.27 shall constitute sufficient grounds for the annulment of the LOA, and forfeiture of the Bid Security. In such an event, KSTA reserves the right to take any such measure as may be deemed fit in the sole discretion of KSTA, including annulment of the bidding process.

# **SECTION 3: EVALUATION FOR QUALIFICATION**

## **3.1 EVALUATION PARAMETERS**

- 3.1.1 The Bidder's competence and capability is proposed to be established by the following parameters:

### **A. Experience in terms of:**

- i. Printing and Supply of books / magazine/books;
- ii. In accordance with time Schedule; and
- iii. Quality of material delivered.

### **B. Financial Capability in terms of**

- i. Annual sales turnover
- ii. Net worth.

- 3.1.2 On each of these parameters, the Bidder would be required to meet the evaluation criteria as detailed in this Section 3.

## **3.2 QUALIFICATION CRITERIA FOR EXPERIENCE**

For the purpose of qualification, a Bidder shall demonstrate experience as in table below:

<b>Experience Criteria for bid</b>
Billings of at least Rs. 4,00,000/- (Rupees Four lakhs only) in case of Web Offset Printer and Rs. 2,00,000/- (Rupees Two lakhs only) in case of Sheet fed Printer, from a single project of Printing and supply of books / Textbooks during any one year of these three years 2017-18 , 2018-19 and 2019-20

### 3.3 DETAILS OF EXPERIENCE

The Bidder shall furnish evidence to support its claim as per Appendix G.

### 3.4 INFRASTRUCTURE CAPABILITY REQUIREMENTS

The bidders are being categorised in to three groups as Class-A, Class-B and Class-C Printers and the respective Classes should have the following infrastructure:

#### **‘Class A’ Category Printer (Web Offset Printers)**

Sl. No.	Category and the Description of the machinery prescribed	Quantity
<b>Pre-Printing machinery</b>		
1	Computer to plate making plant with processor capable of making plates Double Crown, A-1 and such similar sizes or Plate exposing system with processor capable of making plates Double Crown, A-1 and such similar sizes	one unit
<b>Printing machinery</b>		
1	Four colour web offset machine with a minimum cut off 508 mm, minimum reel width 760 mm, with one quarter folder. The rated speed of the machine with quarter folding shall not be less than 10,000 cycles per hour.	one unit
2	Four colour sheet fed CPC offset printing machine with a Sheet size of 485mmX660mm (19"x26") or above capable of printing on Boards of atleast 220 gsm.	one unit
<b>Binding and Finishing Machinery</b>		
1	Fully automatic stand alone perfect binding machine of minimum 4 clamps	One unit
2	Three side trimming machine capable of trimming the books in the size of Crown 1/4th, A-4 and A-5.	One unit
3	Fully automatic programmatic cutting machine 115 cm (45 inches) size	One unit
4	Wet lamination machine of minimum feed width of 18".	One unit
<b>Manpower, Factory and Storage Space</b>		
The plant shall be operated by qualified and trained manpower with qualified supervisors for quality checking in the production line. The plant shall be well planned and is required to be easily accessible location. It is expected to be laid out in an area of about 10,000 sq feet to have easy and safe movement of the materials. The storage space shall be at least another 10,000 sq feet covered area for the safe storage of finished goods as well as to stock the paper.		

#### **‘Class B` Category Printer (Single Colour Web Offset Printers)**

Sl. No.	Category and the Description of the machinery prescribed	Quantity
<b>Pre-Printing machinery</b>		
1	Computer to Plate making plant with processor capable of making plates Double Crown, A-1 and such similar sizes or Plate exposing system with processor capable of making plates Double Crown, A-1 and such similar sizes	one unit

<b>Printing machinery</b>		
1	Single color web offset machine with a minimum cut off 508 mm, minimum reel width 760 mm, with one quarter folder. The rated speed of the machine with quarter folding shall not be less than 10,000 cycles per hour. Or Single colour web offset machine with a minimum cut off of 578 upto 610 mm. and reel width of minimum 860 mm.	one unit
2	Four colour sheet fed CPC offset printing machine with a Sheet size of 485mmX660mm (1 9"x26") or above capable of printing on Boards of at least 220 gsm.	one unit
<b>Binding and Finishing Machinery</b>		
1	Fully automatic stand alone perfect binding machine of minimum 4 clamps	One unit
2	Three side trimming machine capable of trimming the books in the size of Crown 1/4th, A-4 and A-5.	One unit
3	Fully automatic programmatic cutting machine 115 cm (45 inches) size	One unit
4	Wet lamination machine of minimum feed width of 18".	One unit
<b>Manpower, Factory and Storage Space</b>		
The plant shall be operated by qualified and trained manpower with qualified supervisors for quality checking in the production line.		
The plant shall be well planned and is required to be easily accessible location. It is expected to be laid out in an area of about 10,000 sq feet to have easy and safe movement of the materials. The storage space shall be at least another 10,000 sq feet covered area for the safe storage of finished goods as well as to stock the paper.		

### **`Class C` Category Printers (Sheet fed Printers)**

<b>Sl. No.</b>	<b>Category and the Description of the machinery prescribed</b>	<b>Quantity</b>
<b>Pre-Printing machinery</b>		
1	Plate exposing system with processor capable of making plates of Double Crown, A-1 and such similar sizes	One unit
<b>Printing machinery</b>		
1	Single colour sheet fed offset printing machine with a Sheet size of 485X660 mm (1 9"x26") or above. Or Single colour sheet fed offset printing machine with a Sheet size of 610X860 mm (24"x34")	Two units One Unit
2	Four colour sheet fed off-set printing machine with a Sheet size of minimum 485X660 mm (19"x26")	One unit
<b>Binding and Finishing Machinery</b>		
1	Automatic perfect binding machine with one clamp or more	One unit
2	Fully automatic programmatic cutting machine 115 cm (45 inches) size	One unit
3	Wet lamination machine with a paper feed width of minimum 18"	One unit
4	One automatic folding machine of paper feed width of 610 mm or above.	One unit
<b>Manpower, Factory and Storage Space</b>		

The plant shall be operated by qualified and trained manpower with qualified supervisors for quality checking in the production line.

The plant shall be well planned and is required to be easily accessible location. It is expected to be laid out in an area of about 4,000 sq feet to have easy and safe movement of the materials. The storage space shall be at least another 2,000 sq feet covered area for the safe storage of finished goods as well as to stock the paper.

Note : The Specifications mentioned above are at minimum configurations expected, but Superior Machinery in the similar class are also acceptable. However, decision of the Purchaser in this regard shall be final and binding.

- a. In the table above, the bidder should own the required number of Printing machines. Additional Machinery may be hired or taken on lease if required or a necessity arises during the course of production. Infrastructure, viz., minimum space and storage space can be either owned or hired or leased. Where the infrastructure capability/facilities are either hired or leased, the period of hire or lease should be double the period for which performance guarantee is to be furnished by the successful bidder.
- b. Mode of ownership and the period of lease or rent of infrastructure capability should be certified by the Statutory Chartered Accountant of the bidder. A chartered Accountant who issues such a certificate shall mention, in the certificate so issued, his name, address, membership number and the documents he has verified to issue the certificate.
- c. Turnover during the last three years of the bidder should be furnished as below:

Sl. No.	Year of print and supply	Turnover as per audited annual accounts (Rs.)
01	2017-18	
02	2018-19	
03	2019-20	

- d. Turnover of the bidder shall be certified by his statutory auditor who should mention his name, address and membership number. Turnover certificate shall be based on the audited accounts of the bidders, or based on the returns filed with the Income tax authority or the Commercial Tax authority.

### 3.5 FINANCIAL CAPABILITY

- 3.5.1 Financial Capability of the Bidder would be evaluated on the basis of the following:

Sl. No.	Financial Capability Criteria
1.	Annual turnover of Rs.20,00,000/- (Rupees Twenty lakhs only) in each of the Last completed 3 financial years in case of Class A Printer (Web offset printer)  Or  Rs 8,00,000/- (Rupees Eight lakhs only) in case of Class B & C printer in each of the last completed 3 financial years.

- 3.5.2 The Bidder should provide information regarding the above based on audited annual accounts for the respective financial years. The financial year would be the same as the one normally followed by the Bidder for its Annual Report.

- 3.5.3 The Bid must be accompanied by the audited annual financial statements of the Bidder for the last three (3) completed financial years. In case the annual accounts for the latest financial year are not audited, the Bidder shall provide unaudited annual accounts countersigned by the Statutory Auditor and give an undertaking to submit the audited annual accounts, as and when it is ready. In such a case, the Bidder shall provide the Audited Annual Financial Statements for two years proceeding the latest financial year.
- 3.5.4 Turnover and net worth of the bidder shall be certified by his statutory auditor who should mention his name, address and membership number. Turnover certificate shall be based on the audited accounts of the bidders, or based on the returns filed with the tax authority.
- 3.6 QUALIFICATION CRITERIA FOR FINANCIAL CAPABILITY**
- 3.6.1 For the purpose of Qualification the Bidder is required to demonstrate the financial capability as set out in 3.2 and 3.5 of this tender document.
- 3.6.2 For the purposes of evaluation financial data from the latest three annual accounts would be considered.
- 3.7 QUALIFIED BIDDERS**
- Bidders meeting both the Experience Criteria and Financial Capability Criteria as mentioned above shall be declared as Qualified Bidders. The Bids of only the Qualified Bidders shall be considered for further evaluation.

## SECTION 4: EVALUATION OF PRICE BID

### 4.1 EVALUATION PARAMETERS

The Price Bids of qualified bidders alone will be evaluated on the basis of

- a. Price Bids
- b. The satisfactory completion of the printing and supply of items within the time schedule.

## SECTION 5: EVALUATION METHODOLOGY

### 5.1 EVALUATION METHODOLOGY

- 5.1.1 Based on the number of copies of magazine required to be printed and the rate quoted for the same, the cost of production of the total number of copies of magazine will be calculated and Lowest Rate (L1 Rate) will be determined based on the lowest total cost of production of the required number of copies of all the magazine.
- 5.1.2. In case the Price Bid of any Bidder does not comply with the aforesaid condition, KSTA may, at its own discretion, reject such Bid as non responsive.
- 5.1.3 The bidder shall be ranked based on the lowest quoted price Bid. The bidder with the lowest price shall be ranked L1 and other Bids ranked in ascending order.
- 5.1.4 In the event that two or more Bidders have been ranked L1, KSTA may;
- a. Invite fresh Price Bids from such Bidders within time schedule as notified by Purchaser,

OR

- b. Take any such measure as may be deemed fit in its sole discretion.

5.1.5 Deleted

5.1.6 The successful Bidder and KSTA shall proceed with finalizing the agreement in accordance with Clause 2.26.

## SECTION 6: CONTENTS OF BID

### 6.1 QUALIFICATION BID SUBMISSION

Qualification Submissions shall consist of two sub-parts: Non-submission of any of the documents may lead to disqualification at the discretion of KSTA.

- a. Qualification Documents
- b. Other Documents

6.1.1 Qualification Documents – Qualification documents shall consist of the following:

- i. Certificate of Incorporation
- ii. Undertaking of being a Printer as per Appendix F
- iii. Statement of Experience as per Appendix G
- iv. Statutory Auditor's Certification of Financial Capability as per Appendix H
- v. Statutory Auditor's Certificate for Project Experience of Printing and Supply as per Appendix I
- vi. As per Format Appendix K indicating whether he is Web sheet offset printer / Sheet fed Printer category and his printing capacity.
- vii. Bid Security
- viii. Qualification Bid to establish infrastructural capability shall be as per the format set out in Appendix J.
- ix. Proof of Ownership of Web/Sheetfed offset printing machines and their location within the states of Karnataka

6.2.2 Other Documents- Other documents shall consist of the following:

- i. Letter of Bid as per Appendix A
- ii. Power of Attorney as per Appendix B, authorizing the signatory of the Bid to commit on behalf of the Bidder
- iii. Details of Bidder as per Appendix C
- iv. Anti-Collusion Certificate as per Appendix D
- v. An oath for having read the document in full.
- vi. GST Registration Certificate.
- vii. GST Returns / Sales Tax returns Statement as filed before the proper authority
- viii. PAN Certificate.
- ix. IT returns.
- x. Copy of the title deed or lease agreement in support of ownership / lease of additional machinery / infrastructure facilities like building & godown

### 6.2 PRICE BID

6.2.1 Price Bid shall consist of:

- a. Price Bid as per the format set out in Appendix L.

- b. The bidders can quote their lowest cost per issue and should be inclusive of printing of text pages, cover page printing, lamination, perfect binding, packing cost, transportation cost, transit insurance, all taxes, any applicable duties etc. The cost shall be quoted in Indian Rupees to the last 4 decimal places.
- c. Price shall be indicated both in figures and words. In case of discrepancy between the two, the least among the two shall prevail.

## SECTION 7: BIDDING SCHEDULE

KSTA would endeavor to adhere to the BID schedule as noted Page 4 in this document.

## SECTION 8: GENERAL CONDITIONS OF CONTRACT

### 8.1 DEFINITIONS

- 8.1.1 In this Contract, the following terms shall mean and be interpreted as indicated:
- a. "*The Contract*" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated under reference therein;
  - b. "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations;
  - c. "The Contract Period" means the period which the tender connotes;
  - d. "*Vijnana Loka*" means printed and supplied magazine which the Supplier is required to supply to the Purchaser under the Contract;
  - e. "GCC" means the General Conditions of Contract contained in this section.
  - f. "The Purchaser" means the CEO, The Karnataka Science and Technology Academy, in short "the KSTA"
  - g. "The Purchaser's Country" is India and State is Karnataka.
  - h. "The Supplier" means the LEGAL ENTITY supplying the *Vijnana Loka* magazine under this Contract.
  - i. "The Government" means the Government of Karnataka.
  - j. "Day" means calendar day.
  - k. "Tender" means the formal offer made for printing and supply of goods or services in response to an invitation for tender published / notified.
  - l. "Tender Document" means the set of papers detailing the schedule of works, calendar of events, requirement of goods and services, technical specifications, procurement criteria and such other particulars, as may be prescribed for evaluation and comparison of tender.
  - m. "Tender inviting Officer" means the CEO of The Karnataka Science and Technology Academy, Bangalore.
  - n. "Tender accepting authority" means the CEO of The Karnataka Science and Technology Academy, Bangalore
  - o. "Tender Scrutinizing & Evaluating authority" means Authority as constituted by Karnataka Science and Technology Academy, Bangalore
  - p. "Notification of award of Contract" means the intimation in the form of a letter of acceptance by KSTA to the successful bidder. Acceptance by the successful bidder

within 24 hours / notified period of time from the date of its receipt will constitute the formation of Contract

## **8.2 APPLICATION**

These General Conditions shall apply to the extent that they are not superseded by any provisions in other parts of the Contract.

## **8.3 STANDARDS**

*Vijnana Loka* magazine supplied under this contract shall conform to the standards mentioned in the Technical Specifications and where no applicable standard is mentioned, to the authoritative standard appropriate to the science magazine.

## **8.4 USE OF CONTRACT DOCUMENTS AND INFORMATION**

8.4.1 The Supplier shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, sample or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

8.4.2 The Supplier shall not, without the Purchaser's prior written consent, make use of any document, pre-press material or information enumerated in Clause 8.4.1 except for purposes of performing the Contract.

8.4.3 Any document, other than the Contract itself, enumerated in Clause 8.4.1 shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Supplier's performance under the Contract if so required by the Purchaser.

8.4.4 The supplier shall permit the purchaser to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the purchaser if so required.

## **8.5 COPY RIGHTS**

CEO, Karnataka Science and Technology Academy, Bangalore is the copyright holder and the publisher to all the titles printed under the Tender. The printed magazine under the Tender are to be supplied only to the Purchaser, viz., CEO, Karnataka Science and Technology Academy, Bangalore. However, the purchaser indemnifies the supplier against all third-party claims of infringement of copyright, trademark arising from use in the magazine.

The supplier shall not print the name and address of his firm / office / organization on the outer page of the cover pages. More specifically, the Supplier shall print the name, address and Contact number of his firm / office / organization only on the Printer page, with prior approval

## **8.6 PERFORMANCE SECURITY**

8.6.1 Within 21 days of receipt of the purchase order, the Supplier shall furnish performance security, as mentioned at 2.27.1. The performance bank guarantee should be valid covering a period of up to March 31<sup>st</sup> 2023.

8.6.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete any one of its obligations under the Contract.

8.6.3 The Performance Security will be discharged by the Purchaser and returned to the Supplier after 31<sup>st</sup> March, 2023 subject to the fulfillment of all performance obligations under the contract or otherwise after 120 days of completion of the

contract obligations subject to the fulfillment of all performance obligations under the contract, whichever is later.

- 8.6.4 In the event of any contract amendment, the Supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the Performance Security, rendering the same valid for the duration of the Contract, as amended for further period of 90 days thereafter.
- 8.6.5 Failure to submit the performance bank guarantee for the period specified above will constitute sufficient ground for cancellation of the contract and forfeiture of the security deposit.

## **8.7 INSPECTIONS AND TESTS**

- 8.7.1 The Purchaser or its representative shall have the right to inspect and/or to test the magazine to ascertain their conformity to the contract specifications at no extra cost to the Purchaser. The Purchaser shall notify the Supplier in writing in a timely manner of the identity of any representatives retained for these purposes.
- 8.7.2 The paper to be used for printing of the magazine may be inspected and tested at the mill premises of the paper manufacturer and the finished issue of magazine shall be inspected at the printer's premises. The successful bidder shall declare the source of the paper if inspection and tests are conducted on the premises of the Supplier at above mentioned places all reasonable facilities and assistance, including access to any supporting document and production data shall be furnished to the inspectors at no charge to the Purchaser.
- 8.7.3 If the inspected or tested issue of magazine fails to conform to the specifications, the Purchaser may reject such quantity of issue of magazine and the Supplier shall either replace the rejected or make necessary alterations to meet specification requirements free of cost to the Purchaser.
- 8.7.4 The Supplier shall compulsorily obtain "Mill Certification" regarding the quality of the paper purchased. "Mill Certification" shall be for the general quality of paper and more specifically regarding the GSM of the paper, Brightness of the paper and whether the paper is manufactured out of virgin pulp. The officials of the Karnataka Science and Technology Academy, Bangalore or persons duly authorised by KSTA shall inspect the progress in printing, binding, lamination and dispatch of *Vijnana Loka* magazine from time to time. In case any issue of magazine is found to be defective, they shall be replaced by the Supplier at his own cost.
- 8.7.5 The pre-delivery inspection will be carried out by the purchaser or by any one authorised by the purchaser for this purpose.
- 8.7.6 Saving all the clauses above and in addition, the Purchaser shall appoint a Third party Quality testing and certifying agency for assessing the Technical Capability of the Bidder in the first instance and then for certifying the quality of the *Vijnana Loka* magazine printed.  
The quality parameters that will be put for testing, tolerance limits, method of Inspection, Sample sizes etc., are given in Annexure I below.

## **8.8 OPERATIONAL CHARTS**

The Supplier shall furnish in advance, operational chart of the printing and supply of the *Vijnana Loka* issues to the Purchaser.

## **8.9 DELIVERY AND DOCUMENTS**

Delivery of each *Vijnana Loka* issues shall be made by the Supplier in accordance with the terms specified in the Purchase Order.

#### **8.10. PAYMENT**

Payments shall be made by the Purchaser after submission of the invoice claim by the Supplier duly enclosing the dated acknowledgement with seal of the receiver in the accepted Delivery Challan format within 20 working days.

#### **8.11. CHANGE ORDERS**

The purchaser may at any time by written order given to the supplier pursuant to clause, make changes within the general scope of the contract in any one or more of the following on mutual agreement:

- a. The place of delivery
- b. Copies to be supplied

#### **8.14. CONTRACT AMENDMENTS**

Subject to Clause 8.11, no variation in or modification of the terms of the contract shall be made except by written amendment signed by both the parties.

#### **8.15. ASSIGNMENT**

The Supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent.

#### **8.16. SUBCONTRACTS**

Subcontract is strictly prohibited.

#### **8.17. DELAYS IN THE SUPPLIER'S PERFORMANCE**

8.17.1 Delivery of *Vijnana Loka* magazine shall be made by the Supplier in accordance with the time schedule specified by the Purchaser in the Schedule of Requirements.

8.17.2 If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely delivery of *Vijnana Loka* magazine, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's reply, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without liquidated damages, in which case the extension shall be effected by amendment of the Contract.

8.17.3 Except as provided under Clause 8.23, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to Clause 8.18, unless an extension of time is agreed upon pursuant to revision in contract without the application of liquidated damages.

#### **8.18. LIQUIDATED DAMAGES**

##### **a. For non-fulfillment of contract**

Subject to Clause 8.19, if the Supplier fails to deliver any or all *Vijnana Loka* issues within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of the delivered price of the delayed magazine for each day of delay until actual delivery up to a maximum deduction equal to the 10% of the contract price as levied by the purchaser. Once the maximum is reached, the purchaser may consider termination of the contract pursuant to Clause 8.20 or as agreed upon between the purchaser and the supplier and the Purchaser shall further levy @ of 1 % for each day of delay until

actual delivery up to a maximum deduction equal to the 20% of the contract price as additional damages. However in some deliberated circumstances, the purchaser may limit the quantity of the order, to the actual number delivered in accordance with the clause 8.22.1.

**b. For defective materials**

If any defect is found, such defective materials may be rejected and the Supplier shall have to replace such defective materials and will have to bear the cost of replacement.

However, the Purchaser also reserves the right to show some tolerance as below and use them depending on the circumstances by levying the damages and recovering the cost. The Supplier may suffer blacklisting where the purchaser perceives a complete breach of terms on the part of the Supplier while executing the contract.

The Tolerance Limit regarding the size of the book is specified elsewhere. Apart, the Tolerance limit with respect to the general defects is up to less than 2%. In the circumstances wherein KSTA has not rejected the material but some marginal defects including the variations in the size, GSM of the paper etc. are noticed, the same are assessed and the supplier shall be penalized as per the decision of the experts and the damages are recovered . In such circumstances, such defects if noticed in more than 5% of randomly picked sample, Purchaser shall perceive that the entire supply contain such defects and damages are recovered accordingly .

In the circumstances where in the general defects are more than the tolerance limit, the damages are recovered as per the above calculation and printer may face consequences including black listing where warranted

## **8.19. TERMINATION FOR DEFAULT**

8.19.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:

- a) if the Supplier fails to deliver any issue of *Vijnana Loka* within the period(s) specified in the contract, or within any extension thereof granted by the Purchaser, or,
- b) if the Supplier fails to perform any other obligation(s) under the Contract, or,
- c) if the Supplier, in the judgment of the Purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For the purpose of this Clause:

“*Corrupt practice*” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“*Fraudulent practice*” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the purchaser of the benefits of free and open competition.

## **8.20. FORCE MAJEURE**

8.20.1 Notwithstanding the provisions of Clauses 8.17, 8.18, 8.19, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination

for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

- 8.20.2 For purposes of this Clause, "*Force Majeure*" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 8.20.3 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 its 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.

#### **8.21. TERMINATION FOR INSOLVENCY**

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

#### **8.22. TERMINATION FOR CONVENIENCE**

- 8.22.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

#### **8.23. RESOLUTION OF DISPUTES**

- 8.23.1 The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 8.23.2 If, after thirty (30) days the parties fail to resolve their dispute or difference by such consultations, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
- 8.23.3 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the magazine under the contract.
- 8.23.4 Arbitration proceedings shall be conducted in accordance the Arbitration and Conciliation Act, 1996, by a Sole Arbitrator. The Sole Arbitrator shall be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Council of Arbitration/President of the Institution of Engineers (India)/The International Centre for Alternative Dispute Resolution (India). A certified copy of the appointment Order shall be supplied to each of the Parties.
- 8.23.5 Arbitration proceedings shall be held at Bangalore, Karnataka, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.

8.23.6 The decision of arbitrators shall be final and binding upon both parties. The cost and expenses of Arbitration proceedings will be as determined by the Arbitrator and paid equally by the parties to the arbitration. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings shall be borne by each party themselves.

8.23.7 Notwithstanding to any reference to arbitration herein;

- a) The parties shall continue to perform their respective obligations under the contract unless they otherwise agree, and,
- b) The purchaser shall pay the supplier any money due to the supplier.

#### **8.24. LIMITATION OF LIABILITY**

Except in case of criminal negligence or willful misconduct, and in the case of infringement pursuant to clause 5,

- a) The supplier shall not be liable to the Purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay liquidated damage to the purchaser; and this exclusion shall not apply to any obligation of the supplier to pay liquidated damages to the Purchaser; and,
- b) The aggregate liability of the supplier to the Purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price.

#### **8.25. GOVERNING LANGUAGE**

The contract shall be written in English language. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

#### **8.26. APPLICABLE LAW**

The Contract shall be interpreted in accordance with the laws of the State of Karnataka. And any disputes shall only be addressed at the jurisdictional courts located in Bangalore.

#### **8.27. NOTICES**

8.27.1 Any notice given by one party to the other pursuant to this Contract shall be sent to other party in writing or by or facsimile or email and confirmed in writing to the other Party's address specified in Tender document.

8.27.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

8.27.3 For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.

Purchaser: The Chief Executive Officer, Karnataka Science and Technology Academy, Prof. U R Rao Vijnanabhavana, Near Horticulture Sciences College Gate, GKV Campus, Major Sandeep Unnikrishnan Road, Vidyaranayapura Post Yelahanka, Bengaluru – 560 097

Supplier: (To be filled in at the time of Contract signature)

#### **8.28 TAXES AND DUTIES**

Suppliers shall be entirely responsible for all taxes, duties, license fees, Octroi, road permits, etc., incurred until delivery of the contracted magazine to the Purchaser.

## **8.29 IMPLEMENTATION OF THE CONTRACT**

The Supplier should as soon as agreement is signed begin the process for implementation of the Contract by procuring pre-press material from KSTA and then purchasing printing paper and other materials at his own cost and bearing entire investment from printing to transportation. The Supplier further agrees to get 100% sample testing from the Purchaser.

The work relating to supply of *Vijnana Loka* magazine should be implemented by the Supplier as per the implementation schedule as per Purchaser's Notification of award of Contract.

The purchaser may at his discretion extend the above time schedule if he desires so. However, supplier cannot claim this as matter of right.

The successful bidders should give their acceptance of the implementation schedule in the agreement. The entire work of printing and supply should be completed within date and time specified in the Purchase Order.

## **8.30 ASSIGNING OF TENDER IN WHOLE OR PART**

The Supplier shall not assign or make over the contract, the benefit or burden thereof to any other person or persons or body corporate. No under letting or subletting to any persons or body corporate for the execution of the contract or any other part thereof is permitted, without the written consent of the Member Secretary, KSTA.

## **8.31 Deleted**

## **8.32 GENERAL POINTS TO BE OBSERVED**

The Supplier should execute an undertaking in the prescribed form stipulating that he has agreed to the Terms & Conditions mentioned in the tender for submission of Technical & Commercial Bids.

## **8.33 DISCRIPTION OF VIJNANA LOKA ISSUES**

Total number of issues to be printed for the period between November 2020 to March 2023 is 15. Each issue of 2000 copies to be printed and supplied to KSTA

## **8.36 APPROVAL FOR PRINTING**

8.36.1 The successful bidder will be given softcopy/hard copy of the content of the magazine. The bidder shall take all the necessary action to convert softcopy into positives and prepare the dummy book.

8.36.2 Before printing, final proof of the magazine shall be approved by the Chief Editor of *Vijnana Loka* or as per the PO. The approval of proof shall not be exclusive to the implementation schedule.

## **8.37 LIMITATIONS FOR TENDERERS**

The Supplier shall not

- a) Insert any advertisement on any text in any form.
- b) Employ child labour for printing, binding, packing and supply of text books.

## **8.38 SUPPLIER INTEGRITY**

The supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state-of-the-art methods and economic principles and exercising all means available to achieve the performance specified in the Contract.

### 8.39 SUPPLIER'S OBLIGATIONS

- 8.39.1 The Supplier is obliged to work closely with the Purchaser's staff, act within its own authority and abide by directives issued by the Purchaser and implementation activities.
- 8.39.2 The Supplier will abide by the job safety measures prevalent in India and will free the Purchaser from all demands or responsibilities arising from accidents or loss of life the cause of which is the Supplier's negligence. The Supplier will pay all indemnities arising from such incidents and will not hold the Purchaser responsible or obligated.
- 8.39.3 The Supplier is responsible for managing the activities of its personnel or sub-contracted personnel and will hold itself responsible for any misdemeanors.
- 8.39.4 The Supplier will treat as confidential, all data and information about the Purchaser, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the Purchaser.

CEO

Karnataka Science and Technology Academy

## SECTION 9: CONTRACT FORM

(to be executed on Rs 500/- Stamp Paper)

THIS AGREEMENT entered into on this the \_\_\_\_\_ day of \_\_\_\_\_ (Month), Two Thousand and \_\_\_\_\_ in Bangalore,

BETWEEN

CEO, Karnataka Science and Technology Academy ("KSTA"), Government of Karnataka, having its office at Karnataka Science and Technology Academy, Prof. U R Rao Vijnanabhavana, Near Horticulture Sciences College Gate, GKV Campus, Major Sandeep Unnikrishnan Road, Vidyanarayapura Post Yelahanka, Bengaluru – 560 097 Karnataka State, India (hereinafter referred to as "PURCHASER") which expression shall unless repugnant to the context include the successors and assigns), on the one part,

AND

\_\_\_\_\_ (name and address), a Legal Entity having its registered office at \_\_\_\_\_ (hereinafter referred to as "SUPPLIER") which expression shall unless repugnant to the context include its successors and permitted assigns, on the other part,

WHEREAS,

KSTA, floated a Tender to print and supply of *Vijnana Loka* bimonthly magazine and has accepted the Tender submitted by the Supplier for the printing and supply of *Vijnana Loka* magazine for a sum of Rs.\_\_\_\_(Rupees only) (hereinafter called "The Contract Price").

After evaluating the Bids, KSTA, has accepted the Bid submitted by M/s. \_\_\_\_\_ and issued to such Successful Bidder a Purchase Order No. \_\_\_\_\_ dated.

The Parties hereto are required to enter into an Agreement, being these presents, to record the terms & conditions and covenants set forth hereunder.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.,
  - a) The Tender Form and the Price Schedule submitted by the Tenderer
  - b) The Schedule of requirements

- c) The Technical Specifications
  - d) The General Conditions of Contract
  - e) The Purchase Order
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to print and supply *Vijnana Loka* magazine and to remedy defects therein in conformity in all respects with the provisions of contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the printing & supply of *Vijnana Loka* magazine and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the *Vijnana Loka* magazine which shall be supplied by the Supplier are as follows:

Name of Issue & No.	No. of pages	No. of Copies	Delivery Date	Agreed Price
VOL 14; ISSUE 04 November 2020	44	2000	Within 20 days from the date of PO	
VOL 14; ISSUE 05 January 2021	44	2000	Within 20 days from the date of PO	
VOL 14; ISSUE 06 March 2021	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 01 May 2021	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 02 July 2021	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 03 September 2021	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 04 November 2021	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 05 January 2022	44	2000	Within 20 days from the date of PO	
VOL 15; ISSUE 06 March 2022	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 01 May 2022	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 02 July 2022	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 03 September 2022	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 04 November 2022	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 05 January 2023	44	2000	Within 20 days from the date of PO	
VOL 16; ISSUE 06 March 2023	44	2000	Within 20 days from the date of PO	

Total Value: Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only)

Performance Bank Guarantee:

Security Deposit:

5. Assigning of Contract Agreement in whole or part
6. The Supplier shall not assign or make over the contract, the benefit or burden thereof to any other person or persons or body corporate. No under letting or subletting to any persons or body corporate for the execution of the contract or any other part thereof is permitted, without the written consent of the Purchaser.

IN WITNESS whereof, the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Sign \_\_\_\_\_ (For the Purchaser)

In the presence of :

Signed, Sealed and Delivered by the

Sign \_\_\_\_\_ (For the Supplier)

In the presence of : \_\_\_\_\_

## SECTION 10: SCHEDULE OF PLACE OF DELIVERY

The *Vijnana Loka* issues will have to be supplied to the KSTA Office at Karnataka Science and Technology Academy, Prof. U R Rao Vijnanabhavana, Near Horticulture Sciences College Gate, GKV Campus, Major Sandeep Unnikrishnan Road, Vidyanarayapura Post Yelahanka, Bengaluru – 560 097. The actual number of copies of the magazine to be supplied shall be provided as detailed in the Purchase Order.

## SECTION 11: BID FORM

To  
Chief Executive Officer,  
Karnataka Science and Technology Academy,  
Prof. U R Rao Vijnanabhavana,  
Near Horticulture Sciences College Gate,  
GKV Campus, Major Sandeep Unnikrishnan Road,  
Vidyanarayapura Post Yelahanka, Bengaluru – 560 097

Sir,

Having examined the Bidding Documents (including Addenda) No. \_\_\_\_\_ the receipt of which is hereby duly acknowledged, we, the undersigned, offer to print and supply *Vijnana Loka* magazine for which necessary Bid security (EMD) amounting to \_\_\_\_\_ is remitted via e-payment mode.

Terms & conditions:-

1. We undertake, if our Bid is accepted, to supply *Vijnana Loka* magazine in accordance with the terms and conditions in the Bidding document.
2. If our bid is accepted we will furnish the bank guarantee for the due performance of the Contract, in the form prescribed by the purchaser.
3. We agree to abide by this bid for a period of 180 days after the date fixed for bid opening of Second Envelope under Clause 19 of the Instruction to Bidders and shall remain binding upon us and may be accepted at any time before the expiry of that period.
4. We understand that in competing for (and if the award is made to us, in executing the above contract,) we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".
5. We understand that you are not bound to accept the lowest or any bid you may receive.
6. We understand that contract conditions and the time stipulated for execution of tender is 120 days.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2020

Signature:

(in the Capacity of): \_\_\_\_\_

Duly authorized to sign bid for and on behalf of \_\_\_\_\_

Place : \_\_\_\_\_

## ANNEXURE I: QUALITY PARAMETERS

The following quality parameters are required to be strictly adhered to by the Suppliers

### **Raw Materials**

*Text Paper:* The Suppliers shall use 100 gsm Art Paper made out of Virgin Pulp by A-grade Paper Mills only. The Paper shall be of at least 80% brightness and proper opacity etc.

*Cover page paper:* The Suppliers shall use 300 GSM Art Board 04 Colour with lamination Layout made out of Virgin Pulp by A-grade Paper Mills only. The supplies shall use good quality double side coated gloss finish Art Boards.

*Inks:* The Supplier shall use only good quality branded inks and other chemicals.

*Printing Plates:* The Supplier shall use only good quality branded printing plates. Wherever soft copies are provided the plate making shall be by CTP method and wherever positives are required it shall be by using PS plates. Only good quality and branded chemicals shall be used for the making of plates.

*Lamination Film:* The lamination of the Cover shall be done by wet lamination method with 12 micron BOPP Gloss film of good quality and good water based adhesive.

*Hot Melt Adhesive:* Branded and Good quality hot melt adhesives compatible for the perfect binding machine shall only be used.

### **Magazine size**

The magazine size is D ¼ (22cm X 28cm).

### **Pages**

44 pages (40 +4)

### **Printing Quality**

- i. Printing shall be good, having uniform inking of sufficient colour.
- ii. There shall be no aberration of colours, wherever colour printing is done. In other words colour registration shall be flawless.
- iii. The texts shall be strong, legible and readable.
- iv. The printed illustrations shall be clearly well defined.
- v. The prints shall be free from defects like offsetting, smudging, tilting, mis- register, scumming, slur, ragged print, light and dark shades etc.,
- vi. The text must have balanced margin in each page with a minimum of 15 mm.

### **Binding quality**

Center Pinning and shall ensure good appearance, Proper Cutting, proper Cover adhesion, good Page strength, no Cavity Spines, no Concave spine, no Adhesive running in, no Chip out at the head etc.

### **Lamination quality**

Lamination shall be of good quality with no air bubbles and wrinkles. The adhesive shall be uniformly applied. After binding the film shall not detach at creasing and folding points.

### **Method of quality Checking**

The quality inspection staff conduct tests at the point of production to ensure that prescribed quality materials only are used and machines good condition are adopted and the manpower engaged has the required technical skills. It is the responsibility of the supplier to provide the proof to establish this.

## APPENDIX A: LETTER OF BID

Format for Letter of Bid  
(On the Letter head of the Bidder)

Date: \_\_\_\_\_

To,  
Chief Executive Officer,  
Karnataka Science and Technology Academy,  
Prof. U R Rao Vijnanabhavana,  
Near Horticulture Sciences College Gate,  
GKVK Campus, Major Sandeep Unnikrishnan Road,  
Vidyaranayapura Post Yelahanka, Bengaluru – 560 097

Sir,

Sub: Implementation of printing and supply of *Vijnana Loka* magazine  
Being duly authorized to represent and act on behalf of .....  
(hereinafter referred to as “the Bidder”), and having reviewed and fully understood all of the  
Bid requirements and information provided, the undersigned hereby submits the Bid for the  
project referred above.  
We are enclosing our Bid in One (1) original plus one (1) copy, with the details as per the  
requirements of the Tender document, for your evaluation.

We confirm that our Bid is valid for a period of 180 days from (Bid Due Date)

Yours Sincerely,

(Name and designation of the Authorised  
Signatory of Bidder)

## APPENDIX B: POWER OF ATTORNEY

Format for Power of Attorney for Signing of Bid  
(On stamp paper of appropriate value)

### POWER OF ATTORNEY

Know all men by these presents, we \_\_\_\_\_ (name and  
address of the registered office) do hereby constitute, appoint and authorise  
Mr./Ms. \_\_\_\_\_ (name and residential address) who is  
presently employed with us and holding the \_\_\_\_\_ position of  
\_\_\_\_\_ as our attorney, to do in our name and on

our

behalf, all such acts, deeds and things necessary in connection with or incidental to our bid  
for the project envisaging implementation of printing and supply of *Vijnana Loka* Magazine  
under KSTA in Karnataka, including signing and submission of all documents and providing  
information / responses to KSTA, representing us in all matters before KSTA, and  
generally dealing with KSTA in all matters in connection with our bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney  
pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid  
attorney shall and shall be deemed to have been done by us.

For

\_\_\_\_\_  
\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name, Title and Address)

Accepted

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name, Title and Address of the Attorney)

Note:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same be affixed under common seal in accordance with the required procedure. The Power of Attorney should be on a stamp paper of appropriate value.
2. Also, wherever required, the Bidder should submit for verification the extract of the charter documents such as a resolution/power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

## APPENDIX C: DETAILS OF BIDDER

1. Name
2. Address of the office(s)
3. Date of incorporation and/or commencement of business
4. GST Registration No
5. Brief description of the Legal Entity including details of its main lines of business.
6. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Bidder:
  - a. Name :
  - b. Designation :
  - c. Legal Entity :
  - d. Address :
  - e. Telephone Number :
  - f. Fax Number :
  - g. Mobile Number :
  - h. E-Mail Address :
7. Details of individual (s) who will serve as the point of contact / communication with the Karnataka Science and Technology Academy:
  - a. Name :
  - b. Designation :
  - c. Legal Entity :
  - d. Address :
  - e. Telephone Number:
  - f. Fax Number :
  - g. Mobile Number :
  - h. E-Mail Address :

## APPENDIX D: ANTI-COLLUSION & ELIGIBILITY CERTIFICATE

Format for Anti-Collusion & Eligibility Certificate  
(On the Letterhead of the Bidder)

We hereby certify and confirm that in the preparation and submission of our Bid for the Implementation of printing and supply of *Vijnana Loka* magazine, we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Bid. We further confirm that we have not been barred by Government of Karnataka/any other State Governments in India/any agencies of GOK, and thereby have not been proven ineligible to bid.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2020

\_\_\_\_\_  
(Name of the Bidder)

\_\_\_\_\_  
(Signature of the Authorised Person)

\_\_\_\_\_  
(Name and designation of the Authorised Person)

## APPENDIX E: BANK GUARANTEE

Format for Performance Bank Guarantee  
(To be issued by a Nationalised / Scheduled Bank in India)

B.G.No. \_\_\_\_\_ dated \_\_\_\_\_

This Deed of Guarantee executed at \_\_\_\_\_ by \_\_\_\_\_

(Name of Bank) having its Head/Registered office at \_\_\_\_\_  
(hereinafter referred to as "the Guarantor") which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns;

In favour of,

The CEO, KSTA, (hereinafter referred to as "KSTA") having its office at Karnataka Science and Technology Academy, Prof. U R Rao Vijnanabhavana, Near Horticulture Sciences College Gate, GKVK Campus, Major Sandeep Unnikrishnan Road, Vidyanarayapura Post Yelahanka, Bengaluru – 560 097 Karnataka State, India, which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns;

WHEREAS

(a) M/s. \_\_\_\_\_ a Legal Entity having its registered office at \_\_\_\_\_ (hereinafter called "the Bidder") which expression shall unless it be repugnant to the subject or context thereof include its / their executors administrators, successors and assigns, intends to bid implementation of printing and supply of *Vijnana Loka* magazine.

(b) In terms of Clause 2.27 of the Tender Document dated \_\_\_\_\_ issued in respect of the Project, the Bidder is required to furnish to Karnataka Science and Technology Academy an unconditional and irrevocable Bank Guarantee for an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ Only) as Bid Security for the Project.

The Guarantor has at the request of the Bidder and for valid consideration agreed to provide such Bank Guarantee being these presents:

NOW THEREFORE THIS DEED WITNESSETH AS FOLLOWS:

- (a) The Guarantor, as primary obligor shall, without demur, pay to Karnataka Science and Technology Academy, Bengaluru an amount not exceeding Rs \_\_\_\_\_ (Rupees\_\_\_\_\_only), within 5 days of receipt of a written demand from Karnataka Science and Technology Academy, Bangalore calling upon the Guarantor to pay the said amount.
- (b) Any such demand made on the Guarantor by Karnataka Science and Technology Academy, Bengaluru shall be conclusive and absolute as regards the forfeiture of Bid security and the amount due and payable by the Guarantor under this Guarantee.
- (c) The above payment shall be made without any reference to the Bidder or any other person and irrespective of whether the claim of Karnataka Science and Technology Academy, Bangalore is disputed by the Bidder or not.
- (d) This Guarantee shall be irrevocable and remain in full force up to 31<sup>ST</sup> March 2023 or for such extended period as may be mutually agreed between Karnataka Science and Technology Academy, Bengaluru and the bidder and shall continue to be enforceable till all amounts under this Guarantee are paid.
- (e) The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder/the Guarantor or any absorption, merger or amalgamation of the Bidder/the Guarantor with any other person.
- (f) In order to give full effect to this Guarantee, Karnataka Science and Technology Academy, Bengaluru, shall be entitled to treat the Guarantor as Principal debtor. The obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Tender document or other documents or by extension of time of performance of any obligations granted to the Bidder or postponement /non exercise/delayed exercise of any of its rights by Karnataka Science and Technology Academy, Bangalore to the Bidder and the Guarantor shall not be relieved from the its obligation under this Bank Guarantee on account of any such variation, extension, postponement, non-exercise, delayed exercise or omission on the part of Karnataka Science and Technology Academy, Bangalore to the bidder to give such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving the Guarantor.
- (g) The Guarantor has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorised to execute this Guarantee pursuant to the power granted under \_\_\_\_\_

In witness thereof the Guarantor has set its hands hereunto on the day, month and year first herein above written.

Signed and delivered by \_\_\_\_\_ bank

By the hand of Mr/Mrs \_\_\_\_\_

Its \_\_\_\_\_ and authorised official.

## APPENDIX F: UNDERTAKING OF BEING A PRINTER

(Format for undertaking of being a Printer)

Date

To,  
Chief Executive Officer,  
Karnataka Science and Technology Academy,  
Prof. U R Rao Vijnanabhavana,  
Near Horticulture Sciences College Gate,  
GKVK Campus, Major Sandeep Unnikrishnan Road,  
Vidyaranayapura Post Yelahanka, Bengaluru – 560 097  
Sir,

We confirm that we have been in the business of printing and supply of books / magazine/text books since past \_\_\_\_\_ years.

Yours Sincerely,  
(Authorised Signatory)

## APPENDIX G: STATEMENT OF EXPERIENCE

### FORMAT FOR STATEMENT OF EXPERIENCE

Experience Criteria	
Name of the Project	
Name, address and contact details of Client	
Scope of the project	
Name(s) of other members of consortium, in case the said project was executed as a consortium.	
Scope of work of Bidder	
Date of commencement of the project	
Date of completion of the project	
Total billings from the project	

The above statement shall be supported by

1. a certificate issued by the Client clearly stating the scope of the project, cost of the project and date of successful completion.
2. copy of the joint venture agreement, in case the project was executed as a consortium
3. certificate from statutory auditor certifying date of successful completion of bidder's scope of work in the project and total billings till such date.

## APPENDIX H: AUDITOR'S CERTIFICATE FOR FINANCIAL CAPABILITY

Format for Statutory Auditor's Certificate for Financial Capability of the bidder

Date: \_\_\_\_\_

We have verified the Annual Accounts and other relevant records of M/s \_\_\_\_\_ (Name of the bidder) and certify the following:

Sl No	Particulars	Rs. In Lakhs			
		2017-18	2018-19	2019-20	Avg. for 3 yrs
1	Annual Turnover				
2	Net Worth				

Signature and seal of Statutory Auditor

Name

Membership No

Address

Instructions:

For the purpose of this Certification:

1. The financial year would be the same as one normally followed by the bidder for its Annual Report.
2. The bidder shall provide the audited annual financial statements as required for this Tender document. Failure to do so would result in the Bid being considered as non responsive.
3. A certificate from the Statutory Auditor should be provided as supporting document certifying the Qualification Statement submitted by the Bidder.
4. For the purpose of this Tender document, Net Worth shall mean:  
$$\text{Net Worth} = (\text{subscribed and paid up Equity} + \text{reserves}) - (\text{Revaluation reserves} + \text{miscellaneous expenditure not written off})$$
5. Experience (Financial Capability and Experience) of only the Bidder shall be considered. Experience of associate company/parent company/subsidiary company shall not be considered for qualification purposes.
6. Turnover and net worth of the bidder shall be certified by his statutory auditor who should mention his name, address and membership number. Turnover certificate shall be based on the audited accounts of the bidders, or based on the returns filed with the tax authority.

## APPENDIX I: AUDITOR CERTIFICATE FOR PROJECT EXPERIENCE

Format for Statutory Auditor Certificate for Project Experience of Printing and Supply of Books / Textbooks/magazine

Date

We have verified the annual accounts and other relevant records of M/s\_\_\_\_\_ (Name of the Bidder) and certify that M/s\_\_\_\_\_ (Name of the Bidder) had been appointed for the purpose of \_\_\_\_\_ ( name of the project)

We have also scrutinized the documents made available to us for the said project and certify the following:

Date of commencement of the project	Date of completion of the project	Billings for the bidder from the project ( Rs)

Signature and seal of Statutory Auditor

Name

Membership No

Address

## APPENDIX J: INFRASTRUCTURAL CAPABILITIES

Format for Infrastructural Capabilities

Sl. No.	Machinery / Other	Make / Details	Number of Machines / Floor area

Signature

(Name and designation of signatory)

## APPENDIX K: BIDDER DECLARATION REGARDING HIS CAPACITY

### (Cover 1)

Bidder Declaration regarding his capacity  
(On the Letter Head)

1. Sheet fed offset / Web Offset Printer - A / B / C Grade Printer
2. Capacity  
Can Print 15 issues for 2 years 3 months (6 issues per year) & Supply a total of 30 thousand copies (each issue 2000 copies) as per given shedule .

Bidder  
Authorised Signatory

## APPENDIX L: TENDER FORM & PRICE SCHEDULE

### (Cover 2)

TENDER FORM & PRICE SCHEDULE

Name of Issue & No.	No. of pages	Quantity	Price in Rs. (to the last 4 decimal places)
VOL 14; ISSUE 04 November 2020	44	2000	
VOL 14; ISSUE 05 January 2021	44	2000	
VOL 14; ISSUE 06 March 2021	44	2000	
VOL 15; ISSUE 01 May 2021	44	2000	
VOL 15; ISSUE 02 July 2021	44	2000	
VOL 15; ISSUE 03 September 2021	44	2000	
VOL 15; ISSUE 04 November 2021	44	2000	
VOL 15; ISSUE 05 January 2022	44	2000	
VOL 15; ISSUE 06 March 2022	44	2000	
VOL 16; ISSUE 01 May 2022	44	2000	
VOL 16; ISSUE 02 July 2022	44	2000	
VOL 16; ISSUE 03 September 2022	44	2000	
VOL 16; ISSUE 04 November 2022	44	2000	
VOL 16; ISSUE 05 January 2023	44	2000	
VOL 16; ISSUE 06 March 2023	44	2000	