

**DIRECTORATE OF PRINTING, STATIONERY & PUBLICATION : ODISHA:
MADHUPATNA, CUTTACK-753010.**

E.O.I. NO.5/2022-23

**EXPRESSION OF INTEREST ON DISMANTLING, SHIFTING AND REINSTALLATION OF
02- MONO UNIT FAST-300 WEB OFFSET PRINTING MACHINE AT SECRETARIATE
BRANCH PRESS, BHUBANESWAR - 2022-23.**

Director, Printing, Stationery & Publication, Odisha, Cuttack-10 invites Expression of Interest in sealed cover(Technical Bid along with EMD in one cover and price bid in another cover) in prescribed form from the Reputed bona fide firm having GST Registration Certificate in Form No.-25 to offer the rates for outsourcing of Dismantling, Shifting and Reinstallation of 02- Mono Unit Fast-300 web offset printing machine

Details of documents can be obtained on any working day during the office hour at 11.00 A.M. to 4.00 P.M. from **11.01.2023 to 31.01.2023** from the office of the undersigned on payment of **Rs.505/- (Rupees five hundred five)** only inclusive G.S.T. (non-refundable) in cash by person only.

The tender information can also be downloaded from the Odisha State Government website i.e. **www.odisha gov.nic.in** and Odisha Govt. Press Website i.e. **www.ogpress.nic.in**. In such cases the bidder is to submit along with a bank draft of **Rs.505/- (Rupees five hundred five)** only (non-refundable) drawn in favour of Director, Printing, Stationery & Publication, Odisha, Cuttack.

The documents as required by this office along with “EMD” in prescribed manner should be received by 1.30 P.M. on **01.02.2023** and will be opened on same day at 3.00 P.M. in presence of the participated firms Authorized representatives.

Tender shall be finalised by the Authority.

The Authority reserves the right to reject any or all offers without assigning any reason thereof.

All disputes, if any, arises are subject to the Court of Cuttack jurisdiction.

Sd.
D I R E C T O R.
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack-10.

**DIRECTORATE OF PRINTING, STATIONERY & PUBLICATION, ODISHA
MADHUPATNA, CUTTACK-753010.**

1. Expression of Interest.

The Director, Printing, Stationery & Publication, Odisha, Cuttack-10 invites Expression of Interest from the Reputed bona fide firms having adequate facility for dismantling, shifting and reinstallation of 02 - Mono Unit Fast-300 web offset printing machine.

SALE OF PAPERS

Prescribed documents may be obtained from the office of the Director, Printing, Stationery & Publication, Odisha, Cuttack-10 on payment of Rs.505/- (Rupees five hundred five) only inclusive G.S.T. per set of document by cash only which is non-refundable. The documents may be obtained on any working day between 11.00 A.M. to 4.00 P.M. from **11.01.2023 to 31.01.2023**.

The tender information can also be downloaded from the Odisha State Government website i.e. **www.odisha.gov.nic.in** and Odisha Govt. Press Website i.e. **www.ogpress.nic.in**. In such cases the tenderer is to submit along with a bank draft of Rs.505/- (**Rupees five hundred five**) only (non-refundable) drawn in favour of Director, Printing, Stationery & Publication, Odisha, Cuttack.

EARNEST MONEY DEPOSIT

(1) Earnest Money Deposits @5% in shape of Postal Savings Bank Accounts/P.O.T.D./ National Savings Certificate in the name of the bidder duly pledged in favour of the Director, Printing, Stationery and Publication, Orissa, Cuttack/Deposit Receipt of any Scheduled Banks(except Bank Draft & Cheque) in the name of the Director, Printing, Stationery and Publication, Orissa, Cuttack. Tenders without Earnest Money Deposit will not be considered under any circumstances.

(2) In the event, the tenderer does not furnish the amount of security deposit in the manner as stipulated in Clause-1 of the conditions of contract and/or fails to execute the agreement within a period of ten days from the date of receipt of letter of acceptance, the earnest money deposit shall be absolutely forfeited to the said Government of Odisha in respect of the items for which no agreement is executed without prejudice to the right of the DIRECTOR to such claims/action under these terms and conditions. The performance security shall remain valid for a **period of sixty days** beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid Security shall be refunded to the successful bidder on receipt of performance security.

1. PERFORMANCE SECURITY

The Tenderer whose tender is accepted (Hereinafter referred to as the "SUPPLIER") shall within 10 (ten) days from the date of receipt of letter of intent execute agreement with security deposit amounting to 10% cost of work in shape of Postal Savings Bank Pass Book/ P.O.T.D./ N.S.Cs. duly pledging in favour of Director, Printing, Stationery & Publication Odisha, Cuttack./ Deposit receipt of any Nationalized Banks/Scheduled Banks in the name of the Director, Printing, Stationery & Publication, Odisha, Cuttack/ Bank Guarantee from any nationalized bank.

1.1. The DIRECTOR shall have the right to attach the entire security deposit or such portion thereof as may be considered adequate by the DIRECTOR for any breach or breaches of the terms and conditions of the contract by the SUPPLIER.

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TERMS & CONDITION/SUPPORTING DOCUMENTS.

- i) The firm should have valid GST registration Certificate (Photo copy of GST registration Certificate & PAN card).
- ii) The firm has to submit last 3 year IT return Certificate. (Photo copy of IT return Certificate).
- iii) The firm has to submit GST Clearance Certificate. (Photo copy of GST clearance Certificate).
- iv) The work has to be carries out under the supervision of qualified engineer having knowledge of machine dismantling and installation and operation (Signed Undertaking copy).
- v) If any damage occurs to the machine during dismantling, shifting and reinstallation, it is the responsibility of contractor to rectify it without calming any additional cost. (Signed Undertaking copy).
- vi) The firm should have experience in repair and maintenance / supply and installation/Dismantling and shifting of printing or allied machines (Photo copy of work order).
- Vii) Bidders may visit and inspect the machine at Secretariat Branch Press, Bhubaneswar in any working day between 11.00 A.M. to 4.00 P.M. from **11.01.2023 to 31.01.2023** before quoting the bid.

PAYMENT

- i) No Advance payment shall be made.
- ii) Payment shall be made only after satisfactory performance of work and handing over the furnished job to the Director, Printing, Stationery & Publication, Cuttack and fulfillment of all other aforesaid conditions.

INSTRUCTIONS TO FIRMS

SUBMISSION OF DOCUMENTS

1. Each set of documents shall be serially numbered and each page thereof duly signed Officer authorized by DIRECTOR .
2. The documents shall be furnished along with the cash receipt obtained from the Cashier (Stationery) of the office of the Director.
3. All information in the document form shall be in English. Information in other language shall be accompanied by its translation in English. Failure to comply this may lead to rejection of the Expression of the Interest.
4. The document forms shall be filled in clearly typed or Computerized. No document filled in otherwise shall be considered.

5. Any erase or overwrite in the document shall duly be signed by the firm.
6. Firm having place of business inside the State of Odisha shall have to furnish up to date G.S.T. Clearance Certificate from their concerned Tax Authority .
7. No documents will be considered without a G.S.T. Clearance Certificate .
8. The firms are required to procedure the attested photo copy of Registration Certificate under the G.S.T. Act.
9. The Income Tax details of owner/company with Xerox copy of PAN.
10. All the aforesaid original certificates shall be produced at the time of execution of agreement for necessary verification and return.
11. The documents will be submitted in one envelopes, super scribed the **Expression of Interest-2023**. The offer of successful firm will be considered.
12. Any documents containing false information/particulars shall be liable to be rejected and firm found guilty of furnishing false information/particulars shall be debarred from any future dealing with the Director.
13. Annexure-I (pro forma) in duplicate duly filled in should be furnished with the documents.
14. Rates offered should be strictly valid up to **31st. March,2023**
15. The last date of submission of sealed documents is up to 1.30 P.M. on **01.02.2023** and the documents will be opened on the same day at **3.00 P.M.** in presence of the firm/authorized representatives.
16. The successful firm have to made an agreement with required **Security Money @ 10%** of the total value within 7 days in stamp paper with the Director as a token of acceptance, otherwise the award of contract will be forfeited by the Director without assigning any reason therefor.
17. The Director may elect to withdraw the Expression of Interest even without notice and without assigning any reason whatsoever.

Sd.
D I R E C T O R.
Printing, Stationery & Publication,
Odisha, Madhupatna, Cuttack-10.

ANNEXURE-I
STATEMENT OF INFORMATION

1. Name and address of the firm:-
2. Whether a Limited Firm or a Public or Private Undertaking Limited Company.
3. (a) The names and addresses of Prop./Partner/
Managing Director/Manager/Authorized representative.
(b) Is the place of business of the tenderer within the State of Odisha ?
4. Financial condition of the firm whether solvent or not, with details thereof.
5. Name and address of the Proprietor
6. Is it a Registered Firm under the Partnership Act? If so, Registration No. and date and office of registration should be given.
7. Are you a Registered Dealer and if so, please quote both G.S.T. & Income Tax.
8. Name of the authorized representative who can hold discussion on your behalf at the time of necessity.
9. The names of the Prop./Partners / Managing Director/Authorized representative with address or addresses as the case may be who is authorized to receive money in case of an endorsed bill on behalf of the Firm from Government Presses and their specimen signature in quadruplicate for each.
10. Are you an Income Tax Assessee? If so, the last Income Tax clearance Certificate to be furnished.

CERTIFICATE-- Certified that the above information furnished by me is true and correct to the best of our/my knowledge and belief. In case any or all the information given above is/are found to be incorrect at any time, I undertake the liability to be proceeded with in any manner. Any change or changes in regard to the furnished information will be intimated by us/me as and when such changes occur.

Signature of the Prop./Partner
Managing Director/Authorized representative.