



कार्यालय सेवा विभाग, केंद्रीय कार्यालय, "योगक्षेम", जीवन बीमा मार्ग, पो. बा.न. 19953, मुम्बई- 400 021.  
Office Services Dept., Central Office, "Yogakshema", Jeevan Bima Marg, P.B.No. 19953, Mumbai- 400 021.  
दुरभाष/Tel.: 22810689, 22028486 फ़ैक्स/ Fax: 22045607

Ref: OS/D&C/2010

Date: 15<sup>th</sup> March, 2010

**Re: Supply of Paper required for our Diaries & Calendars- 2011.  
Tender Reference No. Stores / CC / 296 / 03 / 2010.**

We invite Tender from Indian Agents/ suppliers/ Mills (directly) **(except those who have been Blacklisted/ debarred)** for supply of following papers –

- a) 75 GSM Surface Sized Maplitho Paper in White (High Bright shade),
- b) 120 GSM Surface Sized Maplitho Paper in White (High Bright shade),
- c) 160 GSM Art Paper (White High Bright),
- d) 150 GSM Chromo Art Paper (White High Bright),
- e) 100 GSM Art Paper (White High Bright) ,

required for printing of our Diaries & Calendars for the year 2011 as per our specifications and estimated total quantities in the attached annexures, subject to the following:

- 1) The rates **(both, in figures & words)** should be quoted only for the specified Paper, strictly as per the specifications stipulated by us in the respective attached forms and the supply should be strictly as per these specifications only. **In case of SS Maplitho Paper, the pulp should be strictly free from Recycled Waste Paper.**
- 2) **The tenderer must sign each page of terms and conditions enclosed herewith as confirmation of acceptance of our terms and conditions and enclose the same alongwith the technical bid.**
- 3) **The rates should be quoted for supply in Reams (Sheet Size) of 500 sheets each as well as for supply in Reel form.** The rates quoted for Ex-Mill and for door delivery should be inclusive of all taxes including Octroi wherever applicable, but excluding Entry Tax. Any change in the existing statutory levy after the due date of tender will be considered on merit. No separate payment of whatsoever nature will be made other than the rates quoted for per Ream/ Gross. Entry Tax, if any, will be reimbursed at actuals.
- 4) **The delivery of the material should be given to the printer at ground floor level with stacking of the bundles / Reels upto 7 feet height. Unloading charges has to be borne by the supplier. However, in case of alternate arrangement any dispute arises regarding payment of unloading charges, Corporation will not intervene.**

- 5) **The Tenderer/Agent/Supplier will not be allowed to quote on behalf of more than one manufacturer for one item. If any tenderer quotes the rates for any one item manufactured by more than one manufacturer, their total tender will be rejected.**
- 6) **Paper should be packed in polythene sheet in the first instance and wrapped thereafter with good quality waterproof paper, so as to avoid any damage to the material.** Thus properly packed bundles should be delivered to the printers in any or all of the following centers:
  - a) Bhopal in Central Zone.
  - b) Chennai & Sivakasi in Southern Zone.
  - c) Hyderabad & Manipal in South-Central Zone.
  - d) Kanpur & Noida in North- Central Zone.
  - e) Delhi & Faridabad in Northern Zone.
  - f) Kolkata in Eastern Zone,
  - g) Ahmedabad, Ahmednagar, Nagpur, Vasai, Mumbai & Navi Mumbai in Western Zone.
- 7) Rates may be quoted for estimated total requirements or part thereof depending upon the terms quoted. **If reduced rates are quoted for any minimum quantity of any of the above items, such quantity and rates are to be clearly specified in the Tender.**
- 8) Terms quoted should be firm and valid for deliveries to the nominated printers upto **30.9.2010** strictly in terms of the individual orders placed or till the entire dispatches of ordered quantity are completed.
- 9) Since the Paper is to be specially manufactured as per our specifications, the tenderer should obtain an authority letter from the manufacturer confirming the validity of the rates for the aforesaid period and attach it to the tender. **Authority letter (in original) from the Mill/manufacturer authorizing the tenderer to quote the rates on their behalf must be enclosed with the tender.**
- 10) The delivery of Paper/ Board to the designated printers should start on or before **1.8.2010** and should be completed up to **30.9.2010** in phased manner specified by us. There will be maximum 3 lots depending on the total quantity allotted. Penalty for delayed supply for each lot, will be calculated separately, unless specifically permitted by the Corporation. Each lot of paper must have prominent label of Lot No. 1, 2, .... etc....., apart from your Mill lot No. and other information label.
- 11) Door deliveries at the Printers' godown must be effected in phased manner as specified in our order, with sufficient advance intimation in writing to them and to us, so that all the printers get the Paper evenly in order to enable them to start the work of printing. Failure to do so will attract penalty under Clause 20 of the Terms and Conditions of the tender attached hereto.

- 12) The tenderer should ensure that the trucks for supply of paper are not overloaded beyond its capacity and as far as possible trucks are not to be changed en-route. If however, trucks are required to be changed en-route, due care to be taken that the material does not get damaged and if the material is damaged, it will be entirely the responsibility of the Supplier and the Paper Mill.
- 13) It shall be the responsibility of the tenderer to ensure that the supplies of the materials are made in time and as per the specifications. In case of default in timely delivery or deviation in the properties of the material or paper found unuseable after opening of the reels (including damaged core), at the time of taking the paper on the machine, leading to delay in printing schedule or complaints about the quality of the Diaries & Calendars etc., the tenderer shall be liable to pay damages and compensation for the loss of image and goodwill of L.I.C. of India in the market as decided by the Corporation. Further in that event L.I.C. of India may decide to delete/ debar/ blacklist the concerned supplier/Mill/firm and the decision of the Corporation will be final and binding on all concerned.

**For specifications & properties, the samples drawn as per BIS standards will be independently tested by us from the recognized Paper Testing Institutions & variation in specifications beyond permissible limits will attract financial penalty as decided by the Corporation in addition to that mentioned above and the decision of the Corporation in this behalf will be final.**

- 14) Tenderer must arrange to obtain Entry Permits, Road Permits and Certificates that might be required, from all concerned local/ other authorities for final delivery at the printers' godown and for this purpose should obtain necessary papers etc. from L.I.C. of India. The local office of LIC will lend necessary assistance and co-operation, however, delay arising in the final delivery because of delay in obtaining such permits & certificates for whatsoever reasons will also attract penalty under Clause 20 of the Terms and Conditions of the tender. **Further, charges that may become payable towards demurrage or similar expenses will be borne by the tenderer or will be deducted from the bill.**
- 15) The tenderer must take a separate Transit Insurance Policy jointly in the name of the tenderer and L.I.C. of India covering the cost of the material to be supplied to us after our firm order is placed and submit the Policy document to us, before the actual dispatch of the material, even if the mill has insured its production, failing which no payments will be released. The rates quoted must be inclusive of the cost of Transit Insurance Policy in our favour to be obtained by the tenderer and sent to us.
- 16) Any short supply or damages arising on delivery for whatsoever reasons, should be made good forthwith without waiting for admission of claim by the insurer under the policy.

- 17) If, after the supply, it is observed that the materials supplied do not conform to the specifications, such supply may be rejected at the supplier's cost who will have to supply the materials exactly according to specifications and in the event of noncompliance with this condition, the Corporation shall be at liberty to take such action as it may deem fit, in addition to penalizing the supplier of such additional cost as may be incurred by it in replenishing it with supplies from other sources. Stores rejected after receipt will have to be taken back by the Supplier at their own risk and cost.
- 18) Core, in case of supply of paper in reel form, should be strong enough so as not to get damaged during transportation or handling of the Reels. Any core damage will be the responsibility of the Paper Supplier and as such Paper Supplier should take utmost care to use good quality strong Core.
- 19) The offer shall be in two separate parts for each of the above items, containing technical and commercial bids (as per Annexure 'A', for Technical Bid and Annexure 'B' for Commercial Bid). Two separate sealed envelopes containing Technical and Commercial Bids for each item for which the tenderer wants to quote the rates should be enclosed together in a large envelope, sealed and superscribed as **“Tender Ref. No. and Name of the Tenderer.”**

Both the inside envelopes i.e. Technical bid and Commercial (price) bid separately for each item, should be separately and securely sealed and stamped. Both these sealed envelopes must be superscribed with the following information:-

- Type of Bid (Technical or Commercial)]
- Names of the items for which tender is submitted
- Tender Reference No.
- Name of the Tenderer.

A) The envelope No. 1 containing Technical bid should not contain any price information and should indicate whether the respective item is as per the specifications as asked in the tender enquiry and other requirements as asked with reference to Annexure 'A' for respective item, alongwith Demand Draft favouring L.I.C. of India for **Rs.10,00,000.00 (Rupees Ten Lakhs only)** drawn on a Nationalized Bank / reputed Scheduled Private Bank payable at Mumbai towards Earnest Money Deposit (E.M.D.). This envelope should also contain another Demand Draft favouring L.I.C. of India for **Rs. 500.00 (Rupees Five Hundred only)** drawn on a Nationalized Bank/ reputed Scheduled Private Bank payable at Mumbai being the **application fee** which is non-refundable.

**B) The envelope No. 2 should contain only Commercial bid as per Annexure 'B' for respective item. It must give all the relevant price information, i.e. rate per Ream / per Kg. of Paper (both, in figures & words) for the destinations mentioned in Annexure 'B'. The commercial offer should not contradict the technical offer in any manner. **The price schedule must be filled in completely without any error, erasures or alterations with rate in both, figures & words.****

**20) The Commercial bid of only those Tenderers who qualify themselves in Technical bids will be opened.**

21) (i) The Tenderer / s whose tender/s get approved will have to submit a Bank Guarantee of a Nationalized / reputed Scheduled Private Bank for an amount to the extent of 10% of the total order value within 15 days from the date of placing order or before the start of supply whichever is earlier. Bank Guarantee should be valid upto **31<sup>st</sup> March 2011. Please Note that the Bank Guarantee in the format given by us should be sent to Secretary (O.S.), L.I.C. of India, Central Office, Mumbai - 21, directly by the issuing Bank under Registered Post (A.D.) and not through the Tenderer himself.** The Bank Guarantee will be released along with the final payment without any interest.

(ii) Earnest Money Deposit (E.M.D.) will be forfeited in case the tenderer refuses the order, either full or part, if placed at the quoted rates. In addition to that LIC may decide to debar / blacklist the concerned Supplier and the decision will be final and binding on all concerned.

(iii) E.M.D of the tenderer / s getting the order will be refunded without any interest, on submission of the Bank Guarantee of the requisite amount.

(iv) EMD of the Tenderer / s not getting the orders will be refunded without any interest within 60 days from the due date or within 21 days from the date of finalizing the orders, whichever is earlier, without any interest thereon.

(v) Once the tender is submitted, no tenderer will be allowed to withdraw the tender, for whatsoever may be the reason. If, any tenderer withdraws the tender, E.M.D. of that tenderer will be forfeited.

(vi) In case of the successful tenderer backing out after award of the contract, then also the EMD will be forfeited.



22) Bills will be settled as under:

- a) 90% of the bill will be paid within a fortnight from the date of receipt of the bill along with the relevant Consignment Note and Transit Insurance Policy document and the confirmation by the concerned printers on our format for having received the material.
- b) Balance 5% of the bill will be paid on receipt of a Final certificate (in the enclosed format) from the Printer.
- c) The final 5% balance payment will be made after completion of dispatch of Diaries & Calendars – 2010 and getting an independent test results of the properties of the paper supplied.
- d) In the event of complaint about delay or dilution in the quality or specifications, the final 5% balance payment outstanding will be withheld till investigations are completed and appropriate decision taken, and no interest will be paid on such withheld amount.

Tenders in full conformity with (i) the aforesaid conditions and (ii) the Terms and Conditions attached hereto and forming part of the tender in a sealed envelope super scribed “Supply of Paper for Diaries and Calendars- 2011. Tender Reference No. and Name of the Tenderer” and addressed to:-

**THE CHAIRMAN,  
STORES COMMITTEE,  
LIFE INSURANCE CORPORATION OF INDIA,  
CENTRAL OFFICE, YOGAKSHEMA,  
4<sup>TH</sup> FLOOR, LINK PORTION, JEEVAN BIMA MARG,  
MUMBAI- 400 021.**

should reach us latest by **11.30 am on 13th April, 2010.**

**It may be noted that the submission of the tender itself shall be construed as acceptance of all the Terms and Conditions of this tender by the tenderer.**

**The Technical Bids will be opened on 13th April, 2010 at 12.00 noon at the above address. One representative of the Tenderer may remain present on the stipulated date and time, if they so desire.**



**L.I.C. of India reserves its right to cancel this tender and/ or re- tender with revised properties/ specifications and Terms & Conditions in case of non- qualification of any tenderer as per Technical Bids without assigning any reasons.**

**Executive Director (OS/SBU:ESTATES)**

- Encl: 1) Terms and Conditions of the Tender.  
2) Forms of certificates from printers (two).  
3) Proforma Tender Form Annexure 'A' for Technical bid.  
4) Proforma Tender Form Annexure 'B' for Commercial bid.



**TO BE SUBMITTED ON THE PRINTER'S LETTER- HEAD  
(separately for each lot as soon as the material of a particular lot is received)**

Date:

Secretary (OS),  
L.I.C. of India,  
Central Office, 4<sup>th</sup> Floor,  
West Wing, Yogakshema,  
J.B.Marg, Nariman Point ,  
Mumbai- 400 021.

**FIRST CERTIFICATE (LOT NO. \_\_\_\_\_)**

This is to certify that we have received \_\_\_\_\_ Reams / Reels of  
\_\_\_\_\_ GSM/kgs Paper (as mentioned on the label) from M/s \_\_\_\_\_  
\_\_\_\_\_ on \_\_\_\_\_ through M/s \_\_\_\_\_ vide L.R.  
No. \_\_\_\_\_ dated \_\_\_\_\_.

**As per random check:**

the following variations/ shortage/ damage are being reported :

- i) No. of Reams
- ii) Grammage (as tested in our press)
- iii) Shade
- iv) Details of visual damage, if any

**Confirmation of entire supply in good condition or any shortage/ damage will be reported for each lot after consumption of that lot.**

(Authorised Signatory)

Name:

Designation:



**TO BE SUBMITTED ON THE PRINTER'S LETTER- HEAD  
(after completion of delivery of each lot)**

Date:

Secretary (OS),  
L.I.C. of India,  
Central Office, 4<sup>th</sup> Floor,  
West Wing, Yogakshema,  
J.B.Marg, Nariman Point ,  
Mumbai- 400 021.

**SECOND CERTIFICATE (LOT NO. \_\_\_\_\_)  
(Optional)**

**Re: Second Certificate for delivery of Paper.**

We hereby certify that we have received total \_\_\_\_\_ Reams / Kgs of  
\_\_\_\_\_ GSM Paper (as mentioned on the label), supplied by M/s \_\_\_\_\_  
\_\_\_\_\_ .

We have to report the following shortages / damages / variations :

- i) No. of Reams
- ii) Grammage (as tested in our press)
- iii) Shade (Sample enclosed)
- iv) Total quantity of shortage/ damage.
- v) Nature of visual damage, if any

**Confirmation of entire supply in good condition or any shortage / damage will be reported for each lot after consumption of that lot.**

(Authorised Signatory)

Name:

Designation:



**TO BE SUBMITTED ON THE PRINTER'S LETTER- HEAD  
(after consumption of entire paper of each lot)**

Date:

Secretary (OS),  
L.I.C. of India,  
Central Office, 4<sup>th</sup> Floor,  
West Wing, Yogakshema,  
J.B.Marg, Nariman Point ,  
Mumbai- 400 021.

**FINAL CERTIFICATE (LOT NO. \_\_\_\_\_)**

**Re: Final Certificate for delivery of Paper on completion of  
printing vide Order No.: \_\_\_\_\_.**

We hereby certify that we have fully utilized \_\_\_\_\_ Reams / Kgs of  
\_\_\_\_\_ GSM Paper (Lot No. \_\_\_\_\_) supplied by M/s \_\_\_\_\_  
\_\_\_\_\_.

We have to report as under :

- i) Shortages - No. of Reams / Reels
- ii) Any damages - Nature and quantity.

(Authorised Signatory)

Name:

Designation:



**ANNEXURE ‘A’**

**TECHNICAL BID FOR 75 & 120 GSM SS MAPLITHO PAPER IN WHITE SHADE (HIGH BRIGHT)**

( To be submitted on tenderer’s Letter- Head)

**A) GENERAL REQUIREMENTS FOR SUPPLY OF:**

- I) 75 GSM SURFACE SIZED MAPLITHO PAPER IN WHITE (HIGH BRIGHT) SHADE IN THE SHEET SIZE OF 51 CMS X 72 CMS, REAM WEIGHT 13.8 KGS.**
  
- II) 120 GSM SURFACE SIZED MAPLITHO PAPER IN WHITE (HIGH BRIGHT) SHADE IN THE SHEET SIZE OF 53 CMS X 74 CMS, REAM WEIGHT 23.5 KGS.**

| <b>SR. NO.</b> | <b>GENERAL REQUIREMENTS</b>  | <b>TENDERER’S RESPONSE</b> |
|----------------|--|----------------------------|
| 1.             | Name of the manufacturing mill   |                            |
| 2.             | Whether the letter of the manufacturing mill authorizing the tenderer to quote on behalf of them is enclosed?  |                            |
| 3.             | Whether the letter of the mill confirming the validity of rates during the period of supply is enclosed?   |                            |
| 4.             | Whether the letter from the manufacturing Mill confirming the acceptance of additional order, if any at quoted / negotiated rates during the period of supply is enclosed? |                            |
| 5.             | Whether certified copy of Registration confirming that the tenderer is in the business for last 5 years is enclosed?   |                            |
| 6.             | Whether the order copies for having executed the order/s of at least Rs.2 Crores for Paper by the tenderer in any one of the preceding 3 Financial Years are enclosed?     |                            |
| 7.             | Whether the list of clients of the tenderer is enclosed?   |                            |
| 8.             | Whether the mill has in- house Laboratory facility for testing all the properties/ specifications of Paper as detailed in Tables ‘B’ & ‘C’ below?                          |                            |
| 9.             | What is the per day production capacity of the mill?   |                            |
| 10.            | Whether agreeable to supply the paper as per the required deckle width (in case of supply of paper in reels) ?   |                            |
| 11.            | Whether samples of paper for which quoted enclosed ?   |                            |



**B) SPECIFICATIONS OF THE 75 GSM SURFACE SIZED MAPLITHO PAPER IN THE SIZE OF 51 CMS X 72 CMS, REAM WIGHT 13.8 KGS, WHITE (HIGH BRIGHT) SHADE:**

| TEST PROPERTIES  | REQUIREMENTS BY US      |                   | OFFERED BY THE TENDERER |
|--|-------------------------|-------------------|-------------------------|
|  | UNIT                    | VALUE             |                         |
| QUALITY  | SS MAPLITHO             | --                |                         |
| SHADE  | WHITE (HIGH BRIGHT)     | --                |                         |
| SUBSTANCE  | GSM                     | 75 +/- 2.5%       |                         |
| BRIGHTNESS   | % (ISO)                 | 88 (MINIMUM)      |                         |
| OPACITY  | %                       | 88 (MINIMUM)      |                         |
| TENSILE INDEX  | Nm/g - MD               | 32 (MINIMUM)      |                         |
|  | Nm/g- CD                | 17 (MINIMUM)      |                         |
| SIZING   | NEUTRAL/ ALKALINE       |                   |                         |
| DOUBLE FOLDS   | Number- MD              | 15 (MINIMUM)      |                         |
|  | Number- CD              | 10 (MINIMUM)      |                         |
| BULK   | cc/g                    | 1.2 (MINIMUM)     |                         |
| COB <sub>60</sub>  | g/m <sup>2</sup>        | 24 (MAXIMUM)      |                         |
| TEAR INDEX   | mNm <sup>2</sup> /g- MD | 3.5 (MINIMUM)     |                         |
|  | mNm <sup>2</sup> /g- CD | 4 (MINIMUM)       |                         |
| WAX PICK   | number                  | 10A clear         |                         |
| INK FEATHER TEST   | --                      | PAPER SHOULD PASS |                         |
| <b>THE PULP SHOULD BE STRICTLY FREE FROM RECYCLED WASTE PAPER.</b> |                         |                   |                         |

**NOTE:-** Samples of each type of Paper offered in FULL SHEET SIZE (5 nos.) mentioning the size, grammage and other specifications on the right hand corner with the seal of the tenderer on each sheet should be submitted separately. **Quotations without samples will not be considered.**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**C) SPECIFICATIONS OF THE 120 GSM SURFACE SIZED MAPLITHO PAPER IN THE SHEET SIZE OF 53 CMS X 74 CMS, REAM WIGHT 23.5 KGS, WHITE (HIGH BRIGHT) SHADE:**

| TEST PROPERTIES  | REUIREMENTS BY US      |                   | OFFERED BY THE TENDERER |
|--|------------------------|-------------------|-------------------------|
|  | UNIT                   | VALUE             |                         |
| QUALITY  | SS MAPLITHO            | --                |                         |
| SHADE  | WHITE (HIGH BRIGHT)    | --                |                         |
| SUBSTANCE  | GSM                    | 120 +/- 2.5%      |                         |
| BRIGHTNESS   | % (ISO)                | 88 (MINIMUM)      |                         |
| OPACITY  | %                      | 88 (MINIMUM)      |                         |
| TENSILE INDEX  | Nm/g MD                | 32 (MINIMUM)      |                         |
|  | Nm/g CD                | 17 (MINIMUM)      |                         |
| DOUBLE FOLDS   | Number MD              | 15 (MINIMUM)      |                         |
|  | Number CD              | 10 (MINIMUM)      |                         |
| BULK   | cc/g                   | 1.2 (MINIMUM)     |                         |
| COB <sub>60</sub>  | g/m <sup>2</sup>       | 24 (MAXIMUM)      |                         |
| TEAR INDEX   | mNm <sup>2</sup> /g MD | 3.5 (MINIMUM)     |                         |
|  | mNm <sup>2</sup> /g CD | 4 (MINIMUM)       |                         |
| WAX PICK   | Number                 | 10A clear         |                         |
| INK FEATHER TEST   | --                     | PAPER SHOULD PASS |                         |
| <b>THE PULP SHOULD BE STRICTLY FREE FROM RECYCLED WASTE PAPER.</b> |                        |                   |                         |

**NOTE:-** Samples of each type of Paper offered in FULL SHEET SIZE (5 nos.) mentioning the size, grammage and other specifications on the right hand corner with the seal of the tenderer on each sheet should be submitted separately. **Quotations without samples will not be considered.**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**ANNEXURE 'A' (Contd....)**

**TECHNICAL BID FOR 150 & 100 GSM ART PAPER IN  
WHITE SHADE (HIGH BRIGHT)**

( To be submitted on tenderer's Letter- Head)

**D) GENERAL REQUIREMENTS FOR SUPPLY OF:**

- I) 150 GSM CHROMO ART PAPER (HB) IN THE SHEET SIZE OF 58 CMS X 82 CMS, REAM WEIGHT 35.6 KGS.**
  
- II) 100 GSM ART PAPER (HB) IN THE SHEET SIZE OF 53 CMS X 74 CMS, REAM WEIGHT 19.6 KGS.**

| <b>SR. NO.</b> | <b>GENERAL REQUIREMENTS</b>  | <b>TENDERER'S RESPONSE</b> |
|----------------|--|----------------------------|
| 1.             | Name of the manufacturing mill   |                            |
| 2.             | Whether the letter of the manufacturing mill authorizing the tenderer to quote on behalf of them is enclosed?  |                            |
| 3.             | Whether the letter of the mill confirming the validity of rates during the period of supply is enclosed?   |                            |
| 4.             | Whether the letter from the manufacturing Mill confirming the acceptance of additional order, if any at quoted / negotiated rates during the period of supply is enclosed? |                            |
| 5.             | Whether certified copy of Registration confirming that the tenderer is in the business for last 5 years is enclosed?   |                            |
| 6.             | Whether the order copies for having executed the order/s of at least Rs.2 Crores for Paper by the tenderer in any one of the preceding 3 Financial Years are enclosed?     |                            |
| 7.             | Whether the list of clients of the tenderer is enclosed?   |                            |
| 8.             | Whether the mill has in- house Laboratory facility for testing all the properties/ specifications of Paper as detailed in Tables 'E', & 'F' below?                         |                            |
| 9.             | Whether the mill has its own pulp unit or is it coater?  |                            |
| 10.            | In case of Coater Mills, name of the Mill/s supplying Base Paper to the manufacturing mill.  |                            |
| 11.            | What is the per day production capacity of the mill?   |                            |
| 12.            | Whether samples of paper for which quoted, is enclosed ?   |                            |



**E) SPECIFICATIONS OF THE 150 GSM CHROMO ART PAPER (WHITE HB)  
IN THE SIZE OF 58 CMS X 82 CMS, REAM WIGHT 35.6 KGS**

| TEST PROPERTIES  | REQUIREMENTS BY US         |                            | OFFERED BY THE TENDERER |
|--|----------------------------|----------------------------|-------------------------|
|  | UNIT                       | VALUE                      |                         |
| QUALITY  | CHROMO ART PAPER           | --                         |                         |
| SHADE  | WHITE HIGH BRIGHT          | --                         |                         |
| SUBSTANCE  | GSM                        | 150 +/- 2.5%               |                         |
| BULK   | Cc/gm                      | 0.8 (Min)                  |                         |
| BREAKING LENGTH  | Meters – MD<br>Meters – CD | 4500 (Min.)<br>2000 (Min.) |                         |
| ISO BRIGHTNESS CS  | %                          | 88 (Min.)                  |                         |
| OPACITY  | %                          | 95 (Min.)                  |                         |
| Gloss (Hunter)   | %                          | 75 (Min.)                  |                         |
| Parker Print Surf CS   | Micron                     | 1.5 (Max.)                 |                         |
| IGT Pick (MVO) CS  | Cm/sec                     | 110 (Min)                  |                         |
| Surface pH   |                            | 6 – 8                      |                         |
| WAX PICK   | Number                     | 6A clear                   |                         |
| INK FEATHER TEST   | --                         | PAPER SHOULD PASS          |                         |
| <b>THE PULP SHOULD BE STRICTLY FREE FROM RECYCLED WASTE PAPER.</b> |                            |                            |                         |

**NOTE:-** Samples of each type of Paper offered in FULL SHEET SIZE (5 nos.) mentioning the size, grammage and other specifications on the right hand corner with the seal of the tenderer on each sheet should be submitted separately. **Quotations without samples will not be considered.**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**F) SPECIFICATIONS OF THE 100 GSM ART PAPER (WHITE HB) IN THE SHEET SIZE OF 53 CMS X 74 CMS, REAM WIGHT 19.6 KGS, WHITE (HIGH BRIGHT) SHADE:**

| TEST PROPERTIES  | REUIREMENTS BY US    |                   | OFFERED BY THE TENDERER |
|--|----------------------|-------------------|-------------------------|
|  | UNIT                 | VALUE             |                         |
| QUALITY  | ART PAPER            | --                |                         |
| SHADE  | WHITE<br>HIGH BRIGHT | --                |                         |
| SUBSTANCE  | GSM                  | 100 +/- 2.5%      |                         |
| COATING  |                      | Two side Coating  |                         |
| BULK   | Cc/gm                | 0.8 (Min)         |                         |
| ISO BRIGHTNESS   | %                    | 88 (MINIMUM)      |                         |
| OPACITY  | %                    | 93 (MINIMUM)      |                         |
| GLOSS (Hunter)   | %                    | 75 (MINIMUM)      |                         |
| WAX PICK   | Number               | 6A Clear          |                         |
| PARKER PRINT SURF  | Micron               | 1.5 (Max.)        |                         |
| IGT PICK (MVO) CS  | Cm/sec               | 110 (Min)         |                         |
| SURFACE pH   |                      | 6 – 8             |                         |
| INK FEATHER TEST   | --                   | PAPER SHOULD PASS |                         |
| <b>THE PULP SHOULD BE STRICTLY FREE FROM RECYCLED WASTE PAPER.</b> |                      |                   |                         |

**NOTE:-** Samples of each type of Paper offered in FULL SHEET SIZE (5 nos.) mentioning the size, grammage and other specifications on the right hand corner with the seal of the tenderer on each sheet should be submitted separately. **Quotations without samples will not be considered.**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**ANNEXURE ‘A’ (contd.....)**  
**TECHNICAL BID FOR 160 GSM ART PAPER (HB)**  
**GLOSS**

( To be submitted on tenderer’s Letter- Head)

**G) GENERAL REQUIREMENTS FOR SUPPLY OF 160 GSM ART PAPER  
 (WHITE HB) GLOSS IN THE SHEET SIZE OF 58 CMS X 89 CMS, REAM  
 WEIGHT 41.3 KGS**

| SR.<br>NO. | GENERAL REQUIREMENTS   | TENDERER’S<br>RESPONSE |
|------------|--|------------------------|
| 1.         | Name of the manufacturing mill   |                        |
| 2.         | Whether the letter of the manufacturing mill authorizing the tenderer to quote on behalf of them is enclosed?  |                        |
| 3.         | Whether the letter of the mill confirming the validity of rates during the period of supply is enclosed?   |                        |
| 4.         | Whether the letter from the manufacturing Mill confirming acceptance of additional order, if any, at quoted/ negotiated rates during the period of supply is enclosed? |                        |
| 5.         | Whether certified copy of Registration confirming that the tenderer is in the business for last 5 years is enclosed?   |                        |
| 6.         | Whether the order copies for having executed the order/s of at least Rs.2 Crores for Paper by the tenderer in one of the preceding 3 Financial Years are enclosed?     |                        |
| 7.         | Whether the list of clients of the tenderers is enclosed?  |                        |
| 8.         | Whether the mill has in- house Laboratory facility for testing all the properties/ specifications of Paper as detailed in Table 'H' below?                             |                        |
| 9.         | Whether the mill has its own pulp unit or is it coater?  |                        |
| 10.        | In case of Coater Mills, name of the Mill/s supplying Base Paper to the manufacturing mill.  |                        |
| 11.        | What is the per day production capacity of the mill?   |                        |
| 12.        | Whether samples of paper enclosed ?  |                        |



**H) SPECIFICATIONS OF THE 160 GSM ART PAPER (HB) GLOSS IN THE SHEET SIZE OF 58 CMS X 89 CMS, REAM WIGHT 41.30 KGS:**

| TEST PROPERTIES | REUIREMENTS BY US   |                  | OFFERED BY THE TENDERER |
|-----------------|---------------------|------------------|-------------------------|
|                 | UNIT                | VALUE            |                         |
| QUALITY         | ART PAPER           | --               |                         |
| SHADE           | WHITE (HB)<br>GLOSS |                  |                         |
| SUBSTANCE       | GSM                 | 160 +/- 2.5%     |                         |
| COATING         |                     | Two side Coating |                         |
| BULK            | Cc/g                | 0.8 (Min.)       |                         |
| BRIGHTNESS      | % (ISO)             | 88 (MINIMUM)     |                         |
| OPACITY         | %                   | 95 (MINIMUM)     |                         |
| GLOSS (HUNTER)  | %                   | 75 (MINIMUM)     |                         |
| WAX PICK        | number              | 6A clear         |                         |
| SURFACE pH      | --                  | 6 TO 8           |                         |
| IGT             | Cms/sec             | 110 (Min)        |                         |

**NOTE:-** Samples of each type of Paper offered in FULL SHEET SIZE (5 nos.) mentioning the size, grammage and other specifications on the right hand corner with the seal of the tenderer on each sheet should be submitted separately. **Quotations without samples will not be considered.**

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

Place: \_\_\_\_\_ Seal & signature of the tenderer



**ANNEXURE 'B'**

**COMMERCIAL BID FOR 75 GSM SURFACE SIZED MAPLITHO PAPER IN WHITE (HIGH BRIGHT) SHADE IN SHEET SIZE OF 51 CMS X 72 CMS, REAM WEIGHT 13.8 KGS**

( To be submitted on the tenderers Letter- Head)

**Tender Reference No. Stores/CC/296/03/2010 Dated 15.3.2010 Due on 13.4.2010**

**REQUIREMENT:- APPROXIMATELY 1,86,032 REAMS OF 75 GSM SS MAPLITHO PAPER IN WHITE SHADE (HB).**

| Names of the probable destinations where the Tenderer has to give delivery by Road Transport at Printers' godowns. | Ex Mill Rate per Ream/ kg | Rate in Rs. (both, in figures & words) per Ream of 500 Nos. of sheets each inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> | Rate in Rs. (both, in figures & words) per kg for supply in Reel form inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> |
|--|---------------------------|---|--|
| Bhopal   |                           |   |  |
| Sivakasi   |                           |   |  |
| Manipal  |                           |   |  |
| Kanpur   |                           |   |  |
| Delhi  |                           |   |  |
| Noida  |                           |   |  |
| Kolkata  |                           |   |  |
| Ahmednagar   |                           |   |  |
| Ahmedabad  |                           |   |  |
| Hyderabad  |                           |   |  |
| Nagpur   |                           |   |  |
| Mumbai   |                           |   |  |
| Navi Mumbai  |                           |   |  |

**Maximum Capacity of supply during the scheduled period:- \_\_\_\_\_ Reams / Reels**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**ANNEXURE 'B' (contd.....)**

**COMMERCIAL BID FOR 120 GSM SURFACE SIZED  
MAPLITHO PAPER IN WHITE (HB) SHADE IN SHEET SIZE  
OF 53 CMS X 74 CMS, REAM WEIGHT 23.5 KGS**

( To be submitted on the tenderers Letter- Head)

**Tender Reference No. Stores/CC/296/03/2010 Dated 15.3.2010 Due on 13.4.2010**

**REQUIREMENT:- APPROXIMATELY 6,643 REAMS OF 120 GSM SS  
MAPLITHO PAPER IN WHITE SHADE (HB).**

| Names of the probable destinations where the Tenderer has to give delivery by Road Transport at Printers' godowns. | Ex Mill Rate per Ream/ kg | Rate in Rs. (both, in figures & words) per Ream of 500 Nos. of sheets each inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> | Rate in Rs. (both, in figures & words) per kg for supply in Reel form inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> |
|--|---------------------------|---|--|
| Bhopal   |                           |   |  |
| Sivakasi   |                           |   |  |
| Manipal  |                           |   |  |
| Kanpur   |                           |   |  |
| Delhi  |                           |   |  |
| Noida  |                           |   |  |
| Kolkata  |                           |   |  |
| Ahmednagar   |                           |   |  |
| Ahmedabad  |                           |   |  |
| Hyderabad  |                           |   |  |
| Nagpur   |                           |   |  |
| Mumbai   |                           |   |  |
| Navi Mumbai  |                           |   |  |

**Maximum Capacity of supply during the scheduled period:- \_\_\_\_\_ Reams / Reels**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



ANNEXURE 'B'

**COMMERCIAL BID FOR 160 GSM ART PAPER (HB) GLOSS IN SHEET SIZE OF 58 CMS X 89 CMS, REAM WEIGHT 41.3 KGS**

( To be submitted on the tenderers Letter- Head)

**Tender Reference No. Stores/CC/296/03/2010 Dated 15.3.2010 Due on 13.4.2010**

**REQUIREMENT:- APPROXIMATELY 24,551 REAMS OF 160 GSM ART PAPER (HB) GLOSS.**

| Names of the probable destinations where the Tenderer has to offer free delivery by Road Transport at Printers' godowns. | Ex Mill Rate per Ream | Rate in Rs. (both, in figures & words) per Ream of 500 Nos. of sheets each inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> | Rate in Rs. (both, in figures & words) per kg for supply in Reel form inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> |
|--|-----------------------|---|--|
| Bhopal   |                       |   |  |
| Indore   |                       |   |  |
| Chennai  |                       |   |  |
| Sivakasi   |                       |   |  |
| Hyderabad  |                       |   |  |
| Noida  |                       |   |  |
| Kanpur   |                       |   |  |
| Delhi  |                       |   |  |
| Faridabad  |                       |   |  |
| Kolkata  |                       |   |  |
| Ahmedabad  |                       |   |  |
| Ahmednagar   |                       |   |  |
| Nagpur   |                       |   |  |
| Vasai (Thane District)   |                       |   |  |
| Mumbai   |                       |   |  |
| Navi Mumbai  |                       |   |  |

**Maximum Capacity of supply during the scheduled period:- \_\_\_\_\_ Reams**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



ANNEXURE 'B'

**COMMERCIAL BID FOR 150 GSM CHROMO ART PAPER (WHITE HB) IN SHEET SIZE OF 58 CMS X 82 CMS, REAM WEIGHT 35.6 KGS**

( To be submitted on the tenderers Letter- Head)

**Tender Reference No Stores/CC/296/03/2010 Dated 15.3.2010 Due on 13.4.2010**

**REQUIREMENT:- APPROXIMATELY 3387 REAMS OF 150 GSM ART PAPER (HB).**

| Names of the probable destinations where the Tenderer has to give delivery by Road Transport at Printers' godowns. | Ex Mill Rate per Ream | Rate in Rs. (both, in figures & words) per Ream of 500 Nos. of sheets each inclusive of all Taxes, Duties, Incidentals, Transportation etc. but excluding Entry Tax. |
|--|-----------------------|--|
| Bhopal   |                       |  |
| Sivakasi   |                       |  |
| Manipal  |                       |  |
| Kanpur   |                       |  |
| Delhi  |                       |  |
| Noida  |                       |  |
| Kolkata  |                       |  |
| Ahmednagar   |                       |  |
| Ahmedabad  |                       |  |
| Hyderabad  |                       |  |
| Nagpur   |                       |  |
| Mumbai   |                       |  |
| Navi Mumbai  |                       |  |

**Maximum Capacity of supply during the scheduled period:- \_\_\_\_\_ Reams**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer



**ANNEXURE 'B'**

**COMMERCIAL BID FOR 100 GSM ART PAPER (WHITE HB) IN SHEET SIZE OF 53 CMS X 74 CMS, REAM WEIGHT 19.6 KGS**

( To be submitted on the tenderers Letter- Head)

**Tender Reference NoStores/CC/296/03/2010 Dated 15.3.2010 Due on 13.4.2010**

**REQUIREMENT:- APPROXIMATELY 6708 REAMS OF 100 GSM ART PAPER ( WHITE HB).**

| Names of the probable destinations where the Tenderer has to give delivery by Road Transport at Printers' godowns. | Ex Mill Rate per Ream | Rate in Rs. ( <b>both, in figures &amp; words</b> ) per Ream of 500 Nos. of sheets each inclusive of all Taxes, Duties, Incidentals, Transportation etc. <b>but excluding Entry Tax.</b> |
|--|-----------------------|--|
| Bhopal   |                       |  |
| Sivakasi   |                       |  |
| Manipal  |                       |  |
| Kanpur   |                       |  |
| Delhi  |                       |  |
| Noida  |                       |  |
| Kolkata  |                       |  |
| Ahmednagar   |                       |  |
| Ahmedabad  |                       |  |
| Hyderabad  |                       |  |
| Nagpur   |                       |  |
| Mumbai   |                       |  |
| Navi Mumbai  |                       |  |

**Maximum Capacity of supply during the scheduled period:- \_\_\_\_\_ Reams**

Date:

Place:

\_\_\_\_\_  
Seal and signature of the tenderer