

Ref: KMDO-1/OS/ Tender No. 06/21.05.2019

Date:21.05.2019

Tender No.06 dtd.21.05.19 – Printing of Policy Bonds

Sealed tender are hereby invited for **Printing and Supply** of " various Policy Bonds". The empanelled vendors empanelled under KMDO-I for **Printing and Supply of Stationery** are requested to quote rates in the ANNEXURE-II hereto for the desired articles as per specification mentioned below and submit the same duly filled in and signed with official seal in sealed cover marked with tender no and date in our tender Box on or before.04.06.19 within 3.00 PM.

I. TENDER SCHEDULE

- | | | |
|----|--|---|
| 1) | 21.05.2019 | Date of Floating Tender by intimating empanelled vendors: |
| 2) | www.licindia.in/Tender on 21.05.19 | Tender (Limited) Notice will be uploaded in our website |
| 3) | | Last date of submission of Tender : 04.06.2019 upto 3 p.m. |
| 4) | | Tender will be opened on : 06.06.2019, on or after 11.30 a.m. |

II. ELIGIBILITY

The empanelled vendors empanelled under KMDO-I for Printing g and Supply of Stationery are eligible to participate. The Name of Empanelled Vendors are given in ANNEXURE-I

III. TENDER FEE < EMD & SECURITY DEPOSIT

- 1) Tender Fee : NIL
- 2) Earnest Money Deposit (EMD) : 2% of tender value, if value exceed 1 lac. "MSME" & "NSIC Registered Vendors (with specified exemption certificate) are exempted from submission of EMD ". EMD is to be submitted by Demand Draft in favour of LIC of India payable at Kolkata. EMD will be refunded to unsuccessful Bidders. EMD of successful Bidder may be adjusted with Security Deposit or refunded after submission of Security Deposit. EMD of successful bidder will be forfeited for non-compliance of Terms and Conditions
- 3) Security Deposit : 10% of Tender value (If Tender value is 1 Lac or more). To be deposited by Selected Bidder (L1 Bidder) before issuance of Order . SD is to be submitted by a Demand Draft in favour of LIC of India payable at Kolkata. SD will be refunded after execution of Order as per specification.

IV. PRE-CONTRACT INTEGRITY PACT

Forms of " PRE CONTRACT INTEGRITY PACT" to be treated as the integral part of the Tender & the form, duly filled, signed, stamped & witnessed, must be deposited with the Tender form

V . SELECTION OF BIDDER

BASIC RATE (WITHOUT GST) WILL BE CONSIDERED AS DETERMINATION OF L-1 VENDOR

VI. TERMS AND CONDITIONS OF THE TENDER:

1. The tender should be sent so as to reach this office on or before the date specified above
2. The Quotation must be submitted as per Annexure-II .Quotation must be separately as "Basic rate without GST"," GST rate & amount" & "Total rate with GST" in the respective column.
3. Quotation must be given either for lot or for each item, as mentioned in the notice, and should be either type written or written in ink and should not be with any hedging/overwriting conditions.
4. All sample wherever required must accompany the tender bearing clear specification (make, quality, size and weight etc.) without which the tender will treated as **Non-bonafide**
5. In case vendors quoted same/equal rate the quantity of goods will be equally distributed among the vendors
6. The Corporation reserves the right to accept any quotation in full or part. **This does not necessarily mean that the lowest quotations will be accepted.**
7. The Tender will be treated as **Non-bonafide if EMD of appropriate value is not submitted** (Other than exempted bidders)

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8. The Selected Bidder is required to pay **Security Deposit** within a specified date. Security Deposit is 10% of Total Tender value based on quoted rate. The Order will be issued after receipt of Security Deposit. In case the Bidder fails to pay Security Deposit his EMD will be forfeited and he will be debarred from participation in future Tender.
9. If **Pre- Contract Integrity Pact** duly signed and sealed is not submitted the Bid will be treated as Non- bonafide
10. The selected Bidder has to execute an **Agreement** after issuance of **ORDER** for supply of Goods/ Material. The Terms & Conditions of this Tender Document will form part of the agreement. Integrity Pact will form part of the agreement
11. All deliveries must be made either at our office, or as per our instructions, free of charges.
12. If after delivery of the material, it is found that the material/s so supplied is/are not according to the specifications on which the tender is accepted, **such supply will be rejected at the supplier's cost** and they will have to supply materials exactly according to the specifications and in the event of non- compliance of the condition the Corporation will be at liberty to take such action as it deems fit.
13. In case of failure of the vendor to deliver the goods on or before the date specified, the Corporation will be at liberty to purchase the same from any other vendor and the vendor at default, shall make good any loss or damage that the Corporation may suffer thereby and shall pay to the Corporation liquidated damages as provided under **Clause No.18** provided hereunder.
14. **NO ALTERATIONS IN QUANTITY OR QUALITY** of the items indented, during the period of execution and no enhancement in the rate of article/material shall be accepted unless previously ratified by the Corporation in writing .
15. No advance payment will be made till the order is fully executed
16. If it is found that the vendor is unable to complete the job or is unable to carry out the instructions given in the order, the order may be withdrawn by the Corporation without the Corporation being liable for payment of any damages or compensation . In such an event the vendor shall be liable to make good the extra charges which the Corporation may have to incur to get job done by other vendor as per **Clause No. 13** above .
17. Any tender not in compliance with these terms and conditions will be liable for rejection .
18. If the vendor fails to comply with the provision of clause regarding delivery on or before the date mentioned or within such extended time as may be granted by the Corporation or in case it fails to comply with the provisions of OTHER CLAUSES, they shall pay to the Corporation a sum of money equivalent to **0.5%** of amount of order per week or part there of delay subject to the maximum of **7.5%** of the order and such sum to be considered and taken as liquidated damages and/or sum of money forfeited and/or due from one party to the other for breach of the stipulations contained in the said Clauses and not as penalty, and the Corporation shall be at liberty to deduct such sums from any moneys due to the vendor under these present or may otherwise recover the same separately.
19. In case of any gross violation of any of the above clause/s or committing fraud or any other act lead to financial loss and/or affect the goodwill of the Corporation, the Corporation is at liberty to take any action including temporary or permanent blacklisting of the vendor apart from the recovery of loss or damage etc.
20. Law of the Land/Act etc. should be followed while carrying out job arising out of the tender.
21. The competent authority may, if necessary for any reason whatsoever cancel/change/amend/modify the Tender by issuing appropriate order.
22. **Any dispute arising out of or relating to this tender shall be deemed to have arisen in KOLKATA CITY and shall be under adjudication by a Court in Kolkata City.**

SR. DIVISIONAL MANAGER



ANNEXURE-I

1. Bengal Printing & Forms
2. VEE FORMS
3. PAUL's Export Corporation
4. STANDARD FORMS
5. Bikada Forms
6. FLUFFY Forms
7. SAROJ Computes
8. AB-Continuous Forms
9. Meera Forms
10. Aparna Printers
11. SHAMBHAVI FORMS
12. GANGETIC DATA FORMS
13. SPACEAGE COMPUTER FORMS
14. UNIQUE FORMS
15. PREMIUM FORMS
16. KAM FORMS PVT. LTD.
17. CREATIONS
18. Landmark Computer Prints.
19. Quality Forms Pvt. Ltd.
20. B BLESSING

ANNEXURE-II

The Sr. Divisional Manager
LIC of India , KMDO-I
16 C R Avenue
Kolkata-700072

Dear Sir,

Re: Tender No 06 Dated 21.05.19

In compliance to your letter Ref: no. KMDO-I/OS/Computer stny. TENDER NO 06 dated 21-05-19 we quote hereunder our rate for the desired articles, inclusive of all applicable charges including delivery charge, which will hold good for a period of nine months from the date of consideration at your end.

ITEM NO	FORM NO.	PARTICULARS OF PRINTING MATERIALS/STATIONERY ARTICLES	QUANTITY	BASIC RATE WITHOUT GST	GST RATE & AMOUNT	TOTAL
2	NAVJEEVAN (T-853) Policy Bond	LIC's newly introduced plan NAVJEEVAN (T-853) Policy Bond, size: 15"x 60" X II part from 104 GSM /TNPL/Ballarpur/Century parchment paper with multicolour new logo in front side & other pages with both side printing, everything exactly as appeared as per Central office, C.C deptt. Specimen document , and the copy is 60 GSM TNPL paper, single colour, with one interlabelling carbon. IRDA rules must be followed. Artwork must be approved by NB & IT deptt. Each 200 copies should be packed in a separate box.	10,000 pcs.			
3	MICRO BACHAT (T-851) Policy Bond	. LIC's newly introduced plan MICRO BACHAT (T-851) Policy Bond, size: 15"x 48" X I part from 104 GSM /TNPL/Ballarpur/Century parchment paper with multicolour new logo in front side & other pages with both side printing, everything exactly as appeared as per Central office, C.C deptt. Specimen document . IRDA rules must be followed. Artwork must be approved by NB & IT deptt. Each 200 copies should be packed in a separate box	10,000 pcs.			

THE TERMS & CONDITIONS OF THIS TENDER INTIMATED TO US VIDE YOUR ANNEXURE NO. KMDO-I/ OS/ STY./TENDER NO. 06 DATED 21-05-2019 ARE ACCEPTABLE TO US FOR SUPPLY OF THE ABOVE QUOTED PRINTED MATERIALS / STATIONERIES.

***SPECIMEN HAS BEEN VERIFIED BEFORE QUOTING THE RATE .**

***Note : BASIC RATE (WITHOUT GST) WILL BE CONSIDERED AS DETERMINATION OF L-1 VENDOR.**

SIGNATURE:

Name of the Firm / Printer:
(SEAL OF THE FIRM)

ADDRESS:

DATE:

TELEPHONE NO :

