

**Dr.B.R.AMBEDKAR OPEN UNIVERSITY**

Prof.G.Ram Reddy Marg, Road No.46, Jubilee Hills,

Hydeabad-500 033.

**Corrigendum to Telangana E-procurement Tender Notification**

 In pursuant to the e-Procurement Tender Notification DIPR RO No.1798-PP/CL/ADVT/1/2025-26, dated 13-05-2025 uploaded on 14-05-2025 (Tender ID No. 596325) for printing and supply of University Text Books for the Academic Year 2025-26, certain changes were made in the e-Procurement Tender Notification and e-tender form which may be noted in https://[www.braou.ac.in](http://www.braou.ac.in). The last date for receipt of bids is extended to **09-06-2025.**

Further details can be seen at ‘e’ Procurement market <https://www.tender.telangana.gov.in> & details at https://[www.braou.ac.in](http://www.braou.ac.in)

 Sd/-

 **REGISTRAR**

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**DR.B.R.AMBEDKAR OPEN UNIVERSITY :: HYDERABAD** -**33, Telangana, India**

**Phone : 040 – 23680370, Fax : 040 – 235544830.**

**Website: www.braou.ac.in**

**Ref.No:DIPR RO NO.1798-PP/CL/ADVT/1/2025-26 Date: 13-05-2025**

**BID DOCUMENT**

**Open Competitive Bid (OCB)**

**(E-Procurement)**

**For the Academic Year 2025-2026**

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| ***Printing and Supply of University Text Books******for the Academic Year 2025-26,******with CTP process with paper and Title Card ( purchased by the printer)*** |

**TENDER**

 **Supply of the Text Bookswith CTP process with paper and Title Card ( purchased by the printer)**

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| Bid Calling date | **DIPR RO No.1798-PP/CL/ADVT/1/2025-26, Dt.:13-05-2025** |
| Bid Document Fee |  **Rs.20,000/-**  |
| Bid document downloading starting date |  **14.05.2025 at 1.00 PM** |
| Bid document downloading ending date |  **09.06.2025 at 3.00 PM** |
| Bid online submission closing date |  **09.06.2025 at 4.00 PM** |
| Last date and time for submission of hard copies |  **13-06-2025 at 4.30 PM** |
| Opening date and time of Technical Bid |  **10-06-2025 at 12 PM** |
| Financial Bid opening date and time |  **17-06-2025 at 2.00 PM** |
| Contact Person | **Director, Directorate of Materials and Publications 040-23544832,040-23680370** |

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance in the online submission issues, the bidder may contact the help desk of **M/s VUPADHI TECHNO SERVICES PVT.LTD.** (https://tender.telangana.gov.in) at their Phone:040-33762222,33762223, [www.vupadhi.com](http://www.vupadhi.com).

**CLARIFICATIONS:**

i) Queries if any can be made through e-mail on directormp@braou.ac.in or contact Director, Materials & Publications on Phone No. 040-23680370, 23544832&23680375 on or before **09-06-2025** on working days. Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in the following format on the official letter head of the company.

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| S.NO. | Page No.(Tender Ref.) | Clause(Tender Ref.) | Description(Tender Ref.) | Query |

ii) The addendum/corrigendum if any shall be published on Dr.BRAOU website i.e., [www.braou.ac.in](http://www.braou.ac.in) as well as on e-procurement platform <https://tender.telangana.gov.in>.

iii) The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments made by Dr.BRAOU, Hyderabad.

 Sd/- **REGISTRAR**

**IMPORTANT INFORMATION TO BIDDERS**

1. Tenders with over writings, alterations etc., will not be admitted unless they are attested by the bidder/printer. Where there is a discrepancy between the amount (Rupees) in figures and words, the price, which is least of the two, will prevail.

2. Bid should be strictly in conformity with the Terms and Conditions mentioned in the Tender Document.

3. At any time prior to date of submission of tender, Tender Inviting Authority may for any reason, or decision, modify the terms and conditions of the tender document by a corrigendum displayed on the website of Dr.B.R,Ambedkar Open University, Hyderabad as well as E-procurement Website ([www.braou.ac.in](http://www.braou.ac.in) and <https://tender.telangana.gov.in>). In order to provide reasonable time to take the amendment into account in preparing their bid, tender inviting authority may or may not, at his discretion, extend the date and time for submission of tenders.

4. Bidders/printers are expected to examine all the terms and conditions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders’/printers’ own risk and may result in the rejection of tender.

5. The bidders/printers are advised to visit the site after taking prior approval between 10.30 am to 4.30 pm on all working days and obtain for themselves on their own responsibility, all information that may be necessary for preparing the bid. The cost of visiting the site shall be at bidder’s/printer’sown expense. Sample copies will be available at Printing Section, Directorate of Materials &Publications, Dr.BRAOU for verification.

6. At any time prior to the last date of receipt of bids, University may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder/printer, modify the Tender document by an amendment. **The University may at its own discretion extend the last date for receipt of bids if necessary.**

7. Bidders/printers may note that if the date of tender opening given in this Tender Document is declared to be a gazette holiday, the tender shall be opened on the next working day at the same timing.

8. Tenders are invited through e-procurement platform fixing of printing rates for printing and supply of University Text Books from the owners of Private Web/Govt. Organizations printers located within the Country who are having-

1. own machinery with capacity to print single colour/ Four colour and registered under Factories Act/ Shops and Establishments Act with GST registration.

 **b)** a capacity of quality printing of huge quantity for web offset and machinery and equipment of the printing press.

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| **TERMS AND CONDITIONS:** |
| **1. The Copy Right holder**: The Dr.B.R.Ambedkar Open University, State of Telangana, Hyderabad is the copy right holder of the entire State of Telangana *and AP,* if anybody violates the provisions of the Copy Right Act, appropriate Civil and Criminal proceedings will be initiated against them. |
| 1. The copy right of the pre-press materials such as CDs & specimen copies etc., and material to be issued to the successful tenderer/printer for printing, entirely rests with the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Hyderabad.
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| 1. The specimen copies along with CDs shall be returned to the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Hyderabad as soon as the printing work entrusted to them is completed for the academic year, since they are the exclusive property of Dr.B.R.Ambedkar Open University.
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|  c) The tendering authority reserves the right to verify/get verified any particulars submitted by them in the tender at any time during the process of tendering. |
|  d) (i) The university is right to choose to give job order to (participant & non-participant) basing at the L1 rates arrived during the e-tender for the Academic year 2025-26.(ii) The university has every right to choose to theL1 rates in respect of each item pursuant to the e-tender 2025-26 for fixing of the university rates. |
|  e) The tenderer/printer should have to bear the entire cost of IS 1848 of 2018 standard 60 GSM White printing paper, IS 6956 of 2001 standard 140 GSM White Card (MF) Paper, printing, binding, all taxes and transportation to Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Hyderabad. |
|  f) The tenderer/printer is eligible to participate in the tender, who is having own printing unit which includes, single/4- colour Web- Offset 578 mm cut off machine , cutting machine, pinning machine, and 4/6 clamp perfect binding machine in the same premises.  g) The Tenderer/printer must agree to print any kind of material as required by the university i.e., Text Books/Other than Text Books (Job Works). |
| **2. Registration of firm :**  The tenderer/printer should have “License to work at factory”, issued by Inspector of Factories ( or ) under Shops and Establishment Act, 1988 as on the date of submission of tender application. |
| **3. Bank solvency certificate:** The tenderer/printer should submit the Bank Solvency Certificate in the prescribed format from the Nationalised /scheduled bank in which he has his account. The tenderer/printer is eligible only, when the bank concerned shall certify his solvency for a minimum of Rs.50,00,000. |
| **4. Machinery capacity:** The tenderer/printer should have printing capacity which includes, single/4-colour Web-Offset 578 mm cut off machine, cutting machine, pinning machine, and 4/6 clamp perfect binding machine in the proforma enclosed. They should have adequate space for storage of material for printing books. The facilities will be commensurate with the volume of work tendered for. The tenderer/printer who fails to provide proof of having the above 4 machines at the time of inspection, their tenders will be rejected. |
| **5. Lab test report** : The University will send the random printed books for 60 GSM paper and 140 GSM card random samples for lab testing for printer wise. The cost of Lab Testing Certification charges will be deducted from the printer’s bill i.e., post supply testing. If any deviation found, the penalty may be imposed @ 3% of the total value of the printing work, the action will be initiated on Tenderer/printer. If failed in random sample any single specification, the university will penalize 3% on total bills of all titles on particular work. For example, if failed in the 1st year UG random sample test in any specification, the tenderer/printer will be penalized on all the I year entrusted titles i.e., @ 3% of the total amount of all the titles of the I year UG. Likewise, II year UG, III year UG and PG and PG Diplomas, etc. Random Lab Testing samples will be taken from UG I yr/II Yr/III Yr, PG and PG Diploma courses and if necessary the university will send more samples for testing.**6**. If, the university found any bad quality of printing/deviations in size etc., the university has the right to penalize @3% on the particular title/bill amount. **7**. **TURNOVER:** The tenderer/printer should have turnover of Rs.50,00,000/- (Rupees Fifty Lakhs only) for the last financial year i.e., 2024-25. The tenderer/printer should submit the documentary evidence of certificate from the registered Chartered Accountant.  |
| **8**. **EARNEST MONEY DEPOSIT**: The tenderer/printer should submit Earnest Money Deposit(EMD) of Rs. 2,00,000/- ( Rupees Two Lakhs only)**.** The tenderers/printers shouldmake the payment of Earnest Money Deposit (EMD) through online payment in favour of Registrar, Dr.B.R.Ambedkar Open University, Hyderabad and upload the scanned copy payment particulars made.  |
|  If the successful tenderer/printer fails to accept work order within the stipulated time as per terms and conditions, their EMD amount will be forfeited / confiscated. |
| **9. QUALITY OF PRINTING PAPER** |
| The successful tenderer/printer should have to:  |
|  Undertake printing of Text Books (CTP Process) of the University with IS 1848 of 2018 60 GSM White printing paper and IS 6956 of 2001 140 GSM White card as per the specifications. |
| **10. SPECIFICATIONS OF PRINTING QUALITY** |
|  High quality and high grade inks shall be used to ensure colour fidelity during reproduction. The font which is used in CDs supplied by the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Hyderabad has to be used for printing so that it is in conformity with Govt. Publication. The printing should be free from scum. |
|  Quality is a must:  (a) good printing having uniform inking of sufficient colour. (b) strengthening legibility and readability of the text (c) the printed illustrations to be clear well defined. (d) the print to be free from defects like offsetting, smudging, ripping, misregister, scumming, slur, ragged print etc.,  (e) and must have balanced margin around each page with a minimum of 15 mm and include colour stripe guide ( gray balance in each page in case of printing work involving colour printing). |
|  For books containing all pages excluding cover side pinning with perfect binding is to be done. |
| **11. PERFORMANCE SECURITY DEPOSIT** |
| 1. In addition to Earnest Money Deposit (EMD), the successful tenderer/printer shall furnish the Performance Security Deposit within five working days from the date of receipt of work order. The Performance Security Deposit of minimum of Rs.3,00,000/-(Rupees Three Lakhs only) through Demand Draft issued in favour of the “Registrar, Dr.B.R.Ambedkar Open University, Hyderabad” issued by a Nationalised/Scheduled Bank only for a period of **one year.** If necessary, University reserves the right to increase the rate of Security Deposit at the time of calculating agreement with the successful bidder/printer in addition to the EMD Amount.
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| 1. Performance Security Deposit/ EMD will be returned only after the completion of the contract period subject to the satisfactory performance of the contractual obligations.
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| 1. If the tenderer/printer fails to furnish the Performance Security Deposit and fails to sign the contract agreement within the stipulated period, his selection will be cancelled and EMD furnished by him will be forfeited and he will be placed under blacklisted.
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|  **12**. **DEPARTMENTAL INSPECTION** |
|  The Officers of Dr.B.R.Ambedkar Open University concerned shall have powers to inspect the premises of the successful tenderers/printers where printing work is going on, in order to assess the quality and progress of work at regular intervals. |
| **13. ALLOTTMENT OF WORK** |
|  The Director, Directorate of Materials & Publications, Dr.BRAOU will allot the work. |
|  The Technical Level Tender Committee shall have the right to accept or reject any or all tenders without assigning any reasons thereof. |
|  **The quantum of work will be allotted to the successful L1 tenderer/printer as per their machine capacity or production capacity, request of the tenderer/printer and annual turnover (2025-26) of the tenderer/printer whichever is least, basing on the assessment of the Technical Level Tender Committee.**  |
|  If no offer is received, the Technical Level Tender Committee is empowered to entrust the printing and distribution of Text Books of the University to any of printer or publisher. The decision of the Committee is final in this regard. |

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| **14. ACTION AGAINST DEFAULTER** |
|  If the accepted tenderer/printer (Participant/Non-participant) fails to adhere to the delivery time schedule in the printing work, the University Level Technical Tender Committee headed by Director, DMP, Dr.BRAOU is at liberty to cancel the order given to such tenderers/printers without any notice and the work shall be entrusted to any tenderers/printers to ensure timely supply of books and the tenderer/printer will be black listed. It is the responsibility of the successful bidder/printer after supply of the material with good quality printing legibility and readability paper and card quality. If found any deviations in future, then the University shall have the right to impose penalty/recover the amount/black list the printer. |
|  In the event of cancellation of order, the Performance Security Deposit and Earnest Money Deposit shall be forfeited by the University and action in respect of invoking the Security Deposit shall be instituted.  |
|  The Director, Directorate of Materials & Publications, Dr.BRAOU, Hyderabad will not be responsible for any loss caused to the printers on account of cancellation of orders or for any other reasons. |
|  The Performance Security Deposit/EMD amount shall be forfeited and the firm shall be blacklisted for future orders in case the successful tenderer/printer fails to comply with any one or more of the terms and conditions of the tender.  |

**METHOD OF SUBMISSION**

Bids shall be submitted in online on<https://tender.telangana.gov.in>Platform only.

1. The participating bidders/printers in the tender should register themselves on e-procurement platform in the website <https://tender.telangana.gov.in>**.**

2. Bidders/printers can login to e-procurement platform in secure mode only by signing with the Digital certificates.

3 The bidders/printers who are desirous of participating in e-procurement shall submit their bid as per the standard formats available at the e-market place.

4. The bidders/printers shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity.

5. The bidders/printers should scan and upload the respective documents as per the check list and as required.

6. After uploading the documents , the copies of the uploaded bid documents (Hard copies) along with the Demand Draft in respect of University Tender processing fee and online payment receipt of EMD are to be submitted by the bidder to “The Registrar, Dr.BRAOU, Hyderabad” by **13-06-2025.**

7. Failure to furnish any of the uploaded documents, certificates will be entitled in rejection of the bid. The Dr.BRAOU, Hyderabad shall not hold any risk on account of postal delay. Similarly, if any of the Certificates, documents, etc., furnished by the Bidder/printer are found to be false/fabricate/bogus, the bidder/printer will be disqualified, blacklisted, action will be initiated as deemed fit and the EMD will be forfeited.

8. The Dr.BRAOU, Hyderabad will not hold any risk and responsibility in regulating non-visibility of the scanned and uploaded documents.

9. The Documents that are uploaded online on e-market place will only be considered for Bid Evaluation.

10.The hard copies of all the uploaded documents should be self attested with seal.

11. The rates should be quoted in online only.

12. List of present clientele with contact addresses and telephone numbers.

13. Security Deposit in addition to EMD of Rs.3,00,000/-(Rupees Three Lakhs only) by Successful bidder/printer (by way of Demand Draft drawn on any bank) will make an agreement with the University. If necessary, University has right to increase the rate of Security Deposit at the time of calculating agreement with the successful bidder.

14.Tenderer/printer who was previously blacklisted by the university or by any university/government organization will be rejected.

15.Tenderer/printer must quote the basic rate only excluding GST. The GST will be paid as per the GST Rules.

**Note:** **All the Terms & Conditions are applicable to the Bidder/Non-bidder/ Printers and Firms who wish to come forward for the printing of the University Text Books. The University reserves the right to entrust the job of printing of University Text Books at L1 rates of the tender by following all the terms and conditions in vogue through offline.**

**EVALUATION PROCEDURE**

 1. The Technical bids will be opened on **10-06-2025** and Financial Bid will be opened on **17-06-2025** by the Registrar, Dr.BRAOU, Hyderabad or by his/her authorized representatives.

 Sd/-

 **REGISTRAR**

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| **Ph.No:23544832 Fax No: 23544830/23548433****Dr.B.R.AMBEDKAR OPEN UNIVERSITY****DIRECTORATE OF MATERIALS & PUBLICATIONS****Prof.G.RAM REDDY MARG, ROAD NO.46,****JUBILEE HILLS, HYDERABAD - 500 033.** |
| **E-TENDER SCHEDULE****Printing & Supply of Text Books with CTP process with paper and title card (purchased by the printer)For the Academic Year 2025-26** |

1(a) **The e-tenders for** Text Books namely to **Printing & Supply of Text Books with CTP process with paper and title card (purchased by the printer)** are invited directly from the Reputed Private Printers/Publishers/Govt. Organizations having above 05 (Five) years experience in printing and supply of Text Books/government and private publications web**/**sheet printing and infrastructure for the items mentioned as per the specifications as **mentioned in the e-Tender Schedule-I.**

 **(b)** Tenders for the Printing and Supply of above mentioned **Printing & Supply of Text Books with CTP process with paper and title card (purchased by the printer)** completed in all respects with duly filled in **Schedule-I for online only and Schedule-II** kept in sealed cover together placed in a cover sealed properly must be sent to the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Prof.G.Ram Reddy Marg, Road No.46, Jubilee Hills, Hyderabad–500033, so as to reach him on or before **13-06-2025 at 4.30PM.** The name of the Firm must be clearly written on the sealed covers and should be super scribed as noted below:

 e-Tender for **Printing & Supply of Text Books with CTP process with paper and title card (purchased by the printer) single colour** printing on 60 GSM White printing paper (IS 1848 of 2018 standard above 78% Brightness best quality paper) and **two colour printing on title card** 140 GSM White card (MF) (IS 6956 of 2001 standard) with lamination, perfect binding (with side pinning at two places).

**2.** The Tenderer/printer must read carefully and furnish the Tender in the following manner:

A) **Schedule-I** Form (Page Nos.**20-22** of this document) must be quoted with lowest price in online only.

B) Duly filled in **Schedule-II** (from Page **01-19 & 23 to 34** of this Document), together with authenticated signature of the Tenderer/printer on the remaining pages all enclosed to the Schedule II and other supporting documents and all these Documents/Papers must be kept in another separate sealed cover clearly super scribed as "Schedule-II & Other Documents".

 C) Finally, these sealed cover **(Schedule–I Page 20 to 22) (Quote the rate only in online e-tender) Schedule–II** must be placed in a single sealed cover duly super scribed on the cover as e-Tender for **Printing & Supply of Text Books with CTP process with paper and title card (purchased by the printer)** printing on 60 GSM White printing paper (IS 1848 of 2018 standard above 78% Brightness best quality paper) and title card 140 GSM White card (MF) (IS 6956 of 2001 standard) vide Tender Notification No. **DIPR RO NO.1798-PP/CL/ADVT/1/2025-26 , Date: 13-05-2025.**

D) The sealed Tender of Schedule-II submitted without such superscription shall not be considered and summarily rejected and returned to the tenderer/printer unopened.

**03. Clearing of Doubts:** If the Tenderer/printer has any doubts about the meaning and scope of any portion of this notification or e-Tender Schedule, he should at once submit particulars thereof to the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Prof G.Ram Reddy Marg, Road No.46, Jubilee Hills, Hyderabad-500033 in writing, on any working day during working hours and shall seek clarification in order to that he may have all doubts cleared before submitting e-Tender, and no doubts or clarifications shall be entertained after the submission of the Tender.

**04. Opening Date of Tenders:** Tenders will be opened at the office of the Director, Directorate of Materials & Publications, Dr.B.R.Ambedkar Open University, Prof.G.Ram Reddy Marg, Road No.46, Jubilee Hills, Hyderabad - 500 033 **at 2.00 PM on 17-06-2025\_** in the presence of such of those Tenderers/printers or their authorized representatives present at the time of opening of tenders. If any, Tender is found defective before opening, the same will be rejected and the price bid in **Schedule-I** of such ineligible tenders will not be opened.

**05. Tax Clearance Certificate:** GST clearance certificates and Income-tax of latest assessment year i.e., 2024-25 shall be enclosed to the Schedule II of the Tender. If these certificates are not enclosed to the e-Tender, then the e-**Tender is liable to be rejected without opening the Schedule-I. All the tenderers must submit EMD without fail as there is no exemption.**

**06. Earnest Money Deposit:** Each Tenderer/printer must remit **Earnest Money Deposit (EMD) Rs.2,00,000/- along with the Tender Schedule- II.** The Earnest Money Deposit should be paid by way of a ONLINE PAYMENT in favour of **the Registrar, Dr.B.R.Ambedkar Open University, Hyderabad-500 033, payable at Hyderabad**. No interest will be payable on Earnest Money Deposit. No exemption to any organization.

**The processing fee by way of Demand Draft should be enclosed along with** **Schedule–II of Tender** without which the Tender will be rejected. The Earnest Money Deposit will not be accepted by **Demand Draft,** **Cheque or Call Deposit, or in Cash or by Money Order or by Bank Guarantee**. The Earnest Money Deposit will be refunded to the unsuccessful tenderers**/printers** on a written request by the Tenderer(s)/printer after receipt of intimation of rejection of the Tender. Earnest Money Deposit of the accepted Tenderer/printer will be forfeited, if the Tenderer/printer withdraws his Tender within **One year** from the date of FC/EC approved date with the university after opening of Tender or in the event of his failure to furnish the security deposit by the successful tenderer(s)/printer(s) for the required amount and do not fulfill all the required conditions within the prescribed time limit**.**

**07. Price:** The price should be quoted in Indian rupees and should be **F.O.R**. for the destination**,** i.e**.,** Dr.B.R.Ambedkar Open University, Hyderabad as quoted in the **Schedule-I only on e-tender (online).** He should quote per page rates upto four digits only against copies and pages that inclusive of CTP, text printing, title cover printing, perfect binding, all making charges, printing on 60 GSM White printing paper (IS 1848 of 2018 standard above 78% Brightness best quality paper) and title card 140 GSM White card (MF) (IS 6956 of 2001 standard) with two colour printing and lamination, transportation, F.O.R exclusive of all taxes at Dr.B.R.Ambedkar Open University. Tenderers/printers are clearly informed that they should quote the basic rate for the item, including all Packing and Transportation etc., excluding the taxes and GST (showing the percentage of GST)**,** in the Tender Schedule. Any changes in GST rates from time to time will be applicable as per the GST rules.

**08. Acceptance:** It is not binding on the University to accept necessarily **the lowest or any Tender.** **If necessary, the University reserves the right to place orders for individual items with different Tenderers/printers and for revising the quantities upward or downward** at the time of placing the order and ordering text books for additional quantities or in installments and any kind of other material as required by the University during the validity period of the tender at the accepted rates and the Tenderer shall be agreeable to supply the same. The orders for the items may be split up among different Tenderers/printers to facilitate quick delivery of materials required. The University also reserves the right not to intimate any reasons for the acceptance or rejection of any particular Tender**.** If the tenderer/printers, fails to supply the text books on time, the University reserves its right to issue the work order and get it printed with other printer. If that amount exceeded that should be borne by the tenderer/printer. The tenderer must pay the difference amount to the University and appropriate action including legal action will be initiated against the bidder and it is to state that if any enforceable conditions happen also it is the responsibility of the printer to accept the order and supply the text books.

 **NOTE: 1) The University has right to cancel the tender at any time, if**

 **necessary without giving any prior notice.**

 **2) The actual quantity mentioned in this tender, it may be**

 **increased or decreased.**

**09. Validity of Tender:** Tender shall be kept valid for acceptance for a period of one year counting from the date of FC/EC approval date. The Tenderers/printer will not be permitted to withdraw their tenders once made within one year from the date of Executive Council approval and if they intend to withdraw**,** their Security Deposit/ **Earnest Money Deposit (EMD)** will be forfeited**.** Further**,** the rate quoted by the firms shall be applicable for the entire supply of text books as per Purchase Order. Any escalation**/**enhancement of rates in taxes by the **Central/State Governments** will be paid by the University on following the same procedure as the Taxes/GST percentage**.**

**10.** **Guarantee:** The required text books shall be of standard quality/ good quality/legibility/readability and must be as per the specifications stipulated in **Schedule-I.** The text books with manufacturing defects shall be replaced at any time in the future at the own cost of the tenderer/printer**.** The university has right to recover the cost or impose the penalty/black list the printer.

**11**. **Loss or Damage:** External damage or shortages that are prima facie as a result of rough handling in transit or due to defective packing will be intimated within a fortnight of the receipt of the text books. Internal defects**,** damages or shortages of any material or content, which cannot ordinarily be detected on a superficial visual examination, though due to bad handling in transit or defective packing, would be intimated within two weeks from the date of receipt of articles**.** In either case**,** the damage or defective materials or content should be replaced by the Tenderer/printer at free of cost at his own risk cost**/**expenditure**.**

**12. Packing:** The packing may be in accordance with the manufacturer’s standard practice as required by the Director, Directorate of Materials & Publications. The tenderer/printer should, however, ensure that the packing is in such a way that the supplies reach the destination without damages after transport by Air or Rail or Road.

**13. Delivery:** The text books/items shall be delivered within 15 days from the date of agreement at the place specified in the Purchase Order by the University i.e., University Campus. Any delay in the delivery of text books/materials at the F.O.R. destination i.e., University Campus due to non-availability of Railway booking, non-allotment of wagons and any such reasons will not be considered. It is the responsibility of the tenderer/printer to make alternative arrangements for transporting the materials by road or rail so as to see that the materials reach the destination within the stipulated period.

**14. Completeness of Scope:** Only such Tenderers/printers who have quoted their prices for the complete scope under the specification(s) in all respects shall be considered. The Tenderer/printer must furnish complete information sought for in this specification. Incomplete information may lead to the rejection of the Tender.

**15. Samples:** The Tenderer/printer must enclose a sample of the item(s) indicated in **Schedule-I** and obtain written confirmation from the respective sections and enclose the five paper and title card samples on Schedule II. Tenders received without specified proper information and EMD etc., will be rejected, and Schedule-I which contain quotation for the rate will not be opened and will be rejected summarily.

**16. Payment:** The following terms of Payments only are acceptable.

1. 100% of cost of the material will be paid by crossed cheque or demand draft within the stipulated time after receipt of material as per the specifications mentioned in the Schedule and on receipt of the bills in triplicate, along with an advance stamped receipt. After duly getting the lab test report of the printed text books of the tenderer/printer as per the specifications of the paper, the payment will be released.
2. If the supplier has received any over-payments by mistake or over sight or if any amount is due to the University due to any other reason, when it is not possible to recover such amount under this contract resulting out of this specification, the University reserves the right to collect such amount at any time from any other amounts given by the company or due to the company by the University.

**17.** **Security Deposit:** *The* Tenderers/printer should furnish Security Deposit of **Rs.3,00,000/-(Rupees Three Lakhs only) in addition to EMD.** If necessary, the University has right to increase the rate of Security Deposit at the time of calculating agreement with the successful bidder/printer of the total accepted tender value immediately, but not later than 15 days from the date of receipt of the purchase order, towards security deposit for proper fulfillment of the contract, which will include the condition of Guarantee/Warranty period. This will not be waived in case of any company. (**This will only be released after completion of the tender period and the tender accepted the L1 rate and reject or the given text books. The tenderer/printer will be punishable/penalize and black listed.)**

**18. Penalty:** The time and the dates for delivery mentioned above, shall be deemed to be the essence of the contract, and the tenderer/printer shall deliver the material within 15 days from the date of agreement/Purchase Order. In case of delay in the delivery of the material at the destination, the University, at its option, can demand and recover from the supplier an amount equivalent to half a percent of the value of the materials not delivered within the prescribed time limit, for every week of delay or part thereof, subject to a maximum of **3%** of the total value of the contract. This right of the University shall be without prejudice to its rights under the law, including the rights to cancel the contract, forfeit the deposits or recover damages for breach of the contract. Specific acceptance of this clause by the Tenderers/printers should be mentioned in the tender and if such acceptance is not indicated, the tender is liable to be over looked. If any deviations found, a penalty shall be imposed on the total value of the contract or thereof.

|  |  |
| --- | --- |
|  | In case of delay in supply of books, tenderer/printer shall be liable to pay penalty @ 3% (three percent) per week on cost of the each title balance quantity for first two weeks and Black-listing the tenderer/printer from the participating in other Government Works. In this regard, the decision of the Director, Directorate of Materials & Publications is final. For the purpose of calculating week for levy of penalty, the day’s exceeding 04 days will be considered as a week. |
|  |  |
|  | Further,1. Non-Availability of text books in the Study Material House (SMH) as on a given date,
2. Bad quality of printing,
3. Un-size of the books printed will be taken into consideration for penalization.

The penalty shall be imposed as decided by the University as per the University Norms. |
|  | Books printed and supplied shall be of in good quality. The Printing department shall collect few sample copies from Study Material House (SMH). If the sample books collected are of bad quality, then the Director, Directorate of Materials & Publications shall levy the fine (penalty). The decision of the Director, Materials & Publications is final in this regard. |
|  |  |
|  |

|  |  |
| --- | --- |
| **19.** | **ACTION AGAINST DEFAULTER** |
|  | The Performance Security Deposit amount shall be forfeited and the firm will be placed in the blacklist for future orders, in case the successful tenderer/printer fails to comply with any one or more of the terms and conditions of the tender.  |
|  |  |

**20. Schedule of Quantities:** It shall be definitely understood that, Dr.B.R.Ambedkar Open University does not accept any responsibility for the incorrectness of the schedule, and the Schedule is liable for alteration by commissions, omissions or additions at the discretion of Director, Directorate of Materials and Publications, Dr.B.R.Ambedkar Open University, Prof.G.Ram Reddy Marg, Road No.46, Jubilee Hills, Hyderabad - 500 033. The Tenderer/printer will, however quote the rate of his Tender on this Schedule of quantities. He should quote the page rate that inclusive of CTP, text printing, title cover printing, perfect binding, all making charges, printing on 60 GSM White printing paper (IS 1848 of 2018 standard above 78% Brightness best quality paper) and title card 140 GSM White card (MF) (IS 6956 of 2001 standard)with two colour title cover printing and lamination, transportation, inclusive of all taxes F.O.R at Dr.B.R.Ambedkar Open University. The rates should be written/printed in figures and words and units in words for the quantities mentioned in the schedule-I within the validity period i.e., one year from the FC/EC approval with the tenderer/printer and the tenderer/printer has to supply the additional quantities at the same rate. The Tender should also show the total of each item and the grand total of whole quantities of the schedule accompanying the Tender shall be written legibly and free from erasers. Overwriting of figures or corrections wherever unavoidable, should be duly attested by the tenderer/printer. If the format is changed, the tenderer/printer must agree for the change of format.

**21. Deviations from specifications**

 **(a)** **The** **printed sale conditions of the printers will not be considered under any circumstances**, only those mentioned in the body of the Tender will be considered. If any specific deviations from the specification(s) are involved, they shall be mentioned by the Tenderer/printer in the body of the Tender, duly explaining the reasons thereof and indicating their financial implications, if any. Unless this is done, the requirements of the specification will be deemed to have been accepted in toto. If any deviations in specifications are found in the material supplied, the University reserves the right to levy penalty on such defective material supplied. Appropriate action will be initiated against the Tenderer/printer.

 **22. Agreement:** The Tenderer/printer must execute an agreement with the University on Rs.100/- non-judicial stamp paper, for the supply, inspection of Machinery Equipment of the printing press as per the terms and conditions agreed to, after receipt of intimation from the University regarding acceptance of tender.

**23.Jurisdiction:** All disputes arising out of or touching this order shall be decided only in the Court that are situated in the twin cities of Hyderabad and Secunderabad only.

**24. Other conditions:** The Tenderer/printer has to submit the bills immediately after the supply of the ordered material otherwise the university will not take any responsibility for making payment after the lapse of the Financial Year.

 Sd/-

 **REGISTRAR**

 ***I accept the above terms and conditions***

**ONLINE ONLY**

**Dr.B.R.AMBEDKAR OPEN UNIVERSITY**

**Prof.G.Ram Reddy Marg, Road No.46, Jubilee Hills,**

**Hyderabad – 500 033**

##### DIRECTORATE OF MATERIALS & PUBLICATIONS

##### SCHEDULE – I

**NAME OF THE TENDERER:**

**ADDRESS :**

**CONTACT NO:**

1. **Price bid with paper cost and printing charges must quote a per page rate mentioned in the following columns excluding GST, CST and including Transportation and Freight on Road (F.O.R.)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Number of Copies** | **Number of Pages** | **Quote .FOUR DESIMALS of the per page rate including Transportation ( F.O.R)and excluding GST,CST**  |
| **1** | **Up to 500 copies** | **Up to 100 pages,**  |  |
| **Up to 200 pages**  |  |
| **Up to 300 pages** |  |
| **above 301 pages**  |  |
| **2** | **Up to 1000 copies** | **Up to 100 pages,**  |  |
| **Up to 200 pages**  |  |
| **Up to 300 pages** |  |
| **above 301 pages**  |  |
| **3** | **Up to 5000 copies** | **Up to 100 pages,**  |  |
| **Up to 200 pages**  |  |
| **Up to 300 pages** |  |
|  **Above 301 pages** |  |
| **4** | **Up to 10000 copies** | **Up to 100 pages,**  |  |
|  **Up to 200 pages** |  |
|  **Up to 300 pages**  |  |
|  **above 301 pages** |  |
| **5** | **Above 10000 copies** | **Up to 100 pages,**  |  |
| **Up to 200 pages** |  |
| **Up to 300 pages**  |  |
| **above 301 pages** |  |
|
| **6** | **Mention the GST HSN Mo. & percentage as per the GST rule with GST code** |  |  |

 **Note: Please Quote the Lowest Rate Per Page.**

 **SPECIFICATIONS OF PAPER AND PRINTING OF UNIVERSITY TEXT BOOKS**

1. **CTP Printing with Text paper, Title cover**
2. **Paper must be used 60 GSM (White Printing Paper) IS 1848:2018 standard with above 78% of brightness. (86 cms width Web Reel cutoff size 57.8 cm).**
3. **Title card must be used 140 GSM White Card (MF) IS 6956:2001 standard. (58.5 X 91 cms) 23” X 36” Double Demy in sheets.**
4. **Book size : ¼ Demy (Trimmed size W 20.5 X L 27.0 cms).**
5. **For good quality of printing with CTP process CDs and printed books shall be supplied by the University.**

1. **Paper cost with printing charges has to quote a per page rate to print the Dr.B.R.Ambedkar Open University Text Books with Text printing, two colour Title printing, perfect binding (with side pinning at two places). The Title cover is also treated as pages (Front and Back four pages).**
2. **Other than the Under Graduation (UG) Text Books the printed books shall be Scanned and the required CDs will be made by the printer and print the books with CTP process, Text printing, two colour Title printing, perfect binding (with side pinning at two places). The CDs/material must be returned to the University.**
3. **The printer must quote basic rate excluding taxes such as GST a per page rate including paper cost, Text Printing Charges and Title printing charges of all making charges including Transportation, Freight on Road (F.O.R). The GST will be paid as per the GST rules. The printed Text Books has to deliver to the destination to Dr.B.R.Ambedkar Open University, Road No.46, Jubilee Hills, Hyderabad 500 033 – Telangana State.**
4. **The number of titles/printable copies are approximately given below may increase or decrease the total quantity:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME OF THE COURSE**  | **Up to 500 COPIES** | **Up to 1000 COPIES** | **Up to 5000 COPIES** | **Up to 10,000 COPIES** | **Above 10000 COPIES** |
| **TOTAL** | **529** | **144** | **160** | **03** | **05** |

**Note: The above copies are approximate only. The quantities of the titles & Quantities may increase or decrease.**

 **The decision of the University is final.**

 **SIGNATURE OF THE TENDERER**

  **Firm’s Name :**

 **Address :**

 **Contact No.**

|  |
| --- |
| PASSPORT SIZE PHOTO OF THE TENDERER SIGN AND SEAL |

 **SCHEDULE - II**

 **ANNEXURE-I**

 **BIDDER INFORMATION**

|  |  |  |
| --- | --- | --- |
| 1. | Name of the Organization |  |
| 2. | Year of Establishment |  |
| 3. | Complete Postal Address |  |
| 4. | Name & Designation of Authorized Person |  |
| 5. | Phone No. |  |
| 6. | Fax No. |  |
| 7. | Email ID |  |
| 8. | Nature of the Firm(Proprietary/Partnership etc.) |  |
| 9. | Bank Account Details: |
| Bank Name |  |
| Bank Address |  |
| Bank Account Number |  |
| IFSC Code |  |
| 10. | PAN No. and TAN No. (Please enclose a Xerox copy of the PAN Card |  |
| 11 | Aadhar No. |  |
| 12 | Paper/Title Card samples (tender received without samples will be rejected) |  |
| 13 | Furnish the list of customers with Phone No. and contact person, who had similar nature of work done by you |  |
| 14  | Income-Tax Clearance Certificate for the latest assessment year |  |
| 12. | GST No. |  |
| 13. | Total No. of Branch Offices in India |  |
| 14. | University Tender Processing Fee(Non Refundable) | Amount Rs.:DD No.:DD Date:Issuing Bank Branch & Place:  |
| 15. | EMD | Amount Rs.:Online Payment receipt No.:Date: |
| 16. | Details of certificates enclosed |  |
| 17. | Other information, if any |  |

**SCHEDULE-II**

**ANNEXURE-II**

**List of Major Customers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.NO | CUSTOMER FULL ADDRESS | YEAR OF SUPPLY | ITEM NAME | AMOUNT (Rs.) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Note: Enclose the above documents**

 SEAL:

 SIGNATURE & NAME OF THE BIDDER

**SCHEDULE – II**

**ANNEXURE –III**

**DECLARATION FOR FAIR BUSINESS BY THE BIDDER**

**(Affidavit on Non-Judicial Stamp Paper of Rs.100/- bond duly attested by Notary/ Magistrate)**

This is to Certify that We, M/s\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in submission of this offer Confirm that:-

We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements:

We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.

Business has not been banned with us by any Central/State Government Department/Public Sector Undertaking or Enterprise of Central/State Government.

We have submitted all the supporting documents and furnished the relevant details as per the prescribed format.

The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.

We understood that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, or EMD in full will be forfeited and business dealings will be banned.

We have not been punished/ penalized by way of imprisonment in the last three years.

We have not been blacklisted/ debarred by any of the Government/Public Sector Agency/University in previous years.

 SEAL:

 SIGNATURE & NAME OF THE BIDDER

**SCHEDULE – II**

**ANNEXURE-IV**

**COMPLIANCE TO BID REQUIREMENT**

We hereby, agree fully to comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Addendum to the Bidding Documents, if any, for subject work issued by Dr.B.R.Ambedkar Open University, Road No.46, Jubilee Hills, Hyderabad.

We hereby, further confirm that any terms and conditions mentioned in our bid (Un-prices as well as Priced Part) shall not be recognized and shall be treated as null and void.

 SIGNATURE OF BIDDER:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 NAME OF BIDDER:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Company Seal:

**SCHEDULE - II**

**ANNEXURE – V**

**NON BLACKLISTING CERTIFICATE**

It is certified that I/my Firm/Agency/Company has never been previously blacklisted by any of the Department/ Autonomous Institutions/Reputed Educational Institution/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any State Government and no criminal case is pending against the said firm/agency as on \_\_\_\_\_\_\_\_\_\_.

I/We also certify that firm will supply the University text books with CTP Process with text paper and title card (Purchased by the printer) to Dr.BRAOU, Hyderabad as per the specifications given by Dr.BRAOU, Hyderabad and also abide by all the terms and conditions stipulated in the bid document.

I/We also certify that the information given in bid are true and correct in all aspects and in any case at a later date if it is found that any details provided are false and incorrect, contract given to the concerned firm or participation may be summarily terminated at any stage and the firm will be blacklisted by the Dr.BRAOU, Hyderabad. It may impose any action as per the University rules in vogue.

 Signature of the Tenderer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name of the Signatory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name of the Firm/Agency:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Seal of the Firm/Agency:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place:

Date:

**SCHEDULE - II**

**ANNEXURE VI**

**Printing Machinery Unit and Binding Machinery Units possessed:**

|  |  |  |
| --- | --- | --- |
| *SI.No.* | *Description* | **Web Offset machines 578 mm cut off size** |
| *MC l* | *MC 2* | *MC 3* | *MC 4* | *MC 5* |
| *1.* | Make |  |  |  |  |  |
| *2.* | Year |  |  |  |  |  |
| *3.* | No. of 4 Units |  |  |  |  |  |
| *4.* | Speed per hour |  |  |  |  |  |
| *5.* | Printing capacity per day (8/16 Hours) |  |  |  |  |  |
| *6.* | Perfect binding Machine 5/6 clamps |  |  |  |  |  |
| *7.* | Cutting Machines |  |  |  |  |  |
| *8.* | Wire stitching Machines |  |  |  |  |  |
| *9.* | *Lamination Unit* |  |  |  |  |  |

**Note:** 1) one machinery unit means single colour/ four colour Web Offset 578 mm cut off machine, cutting machine, pinning machine and 4/6 clamp perfect binding machine in the same premises.

 2) Please give true and correct information. Tender with incomplete information or no information will be treated as incomplete tender. Please furnish separate sheet, if required, to give additional information.

 3) Submit all the machinery & equipment, space available in separate sheet with details if you have more capacity.

|  |  |
| --- | --- |
| Date : Place :  |   **Tenderer’s Official Signatory Name and Designation with Rubber stamp****or Official Seal of the Firm** |

**SCHEDULE - II**

**Annexure-VII**

**Form of solvency certificate by banks**

To

The Director,

Directorate of Materials & Publications ,

Dr.B.R.Ambedkar Open University,

Road No.46, Jubilee Hills,

Hyderabad- 500 033

Telangana State.

 I ...................................................Managing Director/Manager/ General Manager / Agent of ...................................................... Bank Ltd., do hereby certify that .................................................................................................. (here the names and address of the contractor ) to be solvent to the extent of Rs.......................(Rupees........................................................) as disclosed by the information and record which are available with the aforesaid bank.

Date:

Place : For the..........................................Bank

 (Designation of the officer authorised to sign)

**SCHEDULE - II**

**Annexure-VIII**

**Certificate to be recorded by the tenderer while submitting offer**

I / We have offered the tender for the printing and supply of the University text books in the prescribed form. I /We have read and understood the terms and conditions and accept them unconditionally. I/We offer this tender and the offer shall be binding on us and shall remain open for consideration up to ..........................

|  |  |
| --- | --- |
| **Date :****Place :**  | **Tenderer's Official Signatory****Name and Designation with Rubber Stamp or**  **Official Seal of the Firm** |

**SCHEDULE - II**

**Annexure - IX**

**Specifications of the paper and card for** **60 GSM White printing paper and 140 GSM White Title Card (MF)**

**a) SPECIFICATIONS FOR 60 GSM 86 cm WIDTH WHITE PRINTING PAPER (WEB REEL PAPER).**

 **Minimum Standards of: IS 1848-2018 of (xvii)**

|  |  |  |
| --- | --- | --- |
| 1. | Substance/Grammage | 60 GSM Tolerance allowed+/- 2.5% on sample  |
| 2. | Breaking length/Tensile Index | CD: 17 (Minimum), MD: 25 (Minimum)/ Nm/g  |
| 3. | Wax Pick  | No Pick on 8A |
| 4. | PH Value | 6.5 (Minimum) |
| 5. | Brightness (%) | 78 (Minimum) + |
| 6. | Cobb (Gram Meter Square) | 25 (Maximum) |
| 7. | Opacity (%) | 85% (Minimum) |
| 8. | Tear Index | mN.m2/g CD Minimum 4.0 MD 3.5 Minimum  |
| 9. | Shade | Milky White. |
| 10. | Smoothness(Bendtsen) | 100 Ml/Min Max |

 **b)** **SPECIFICATIONS FOR 140 GSM WHITE (MF)TITLE CARD (COVER PAPER) 37.3 KG. OF SIZE 58.5X91 CMS (DOUBLE DEMY) IN SHEETS.**

 **Minimum Standards of IS.6956:2001**

|  |  |  |
| --- | --- | --- |
| 1. | Substance/Grammage | 140 GSM Tolerance allowed+/- 4% on sample.   |
| 2. | Breaking length/Tensile index | CD: 1,700 Mtrs (Minimum), MD: 2,500 Mtrs (Minimum)  |
| 3. | PH Value | 5.0 Minimum |
| 4. | Brightness (%) | 72 (Minimum) + |
| 5. | Cobb g/m2 (Gram Meter Square) | 22 (Maximum) |
| 6. | Ash  | 15% Maximum |
| 7. | Opacity (%) | 85% (Minimum) |
| 8. | Tear Index g/m2 | mN.m2/g MD 3.5 Minimum CD Minimum 4.0 |
| 9. | Shade | Milky White. |
| 10. | Wax Pick Minimum |  No pick on 8A |
| 11. | Smoothness (Bendtsen) ml/min  | 300 |
| 12. | Folding endurance, Min | CD: 6, MD:5 |
| 13. | Bending stiffness index, N m6/kg1  Min | CD : 130 MD: 230 |

**SCHEDULE - II**

**ANNEXURE - X**

**Printing and Book Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| S.No | Size | TRIMMED SIZE OF THE BOOK | Print Area |
| 1 | ¼ Demy | Width 20.5 X 27 cms Length  | 14.5 X 24 cm |

 Sd/-

 **REGISTRAR**

 **DR.B.R.AMBEDKAR OPEN UNIVERSITY**

**SCHEDULE - II**

**ANNEXURE - XI**

|  |  |
| --- | --- |
| **LIST OF NATIONALISED BANKS**Reserve Bank of IndiaState Bank of India **OTHER NATIONALISED BANKS**1. Allahabad Bank
2. Bank of India
3. Bank of Maharashtra
4. Canara Bank
5. Central Bank of India
6. Dena Bank
7. Indian Bank
8. Indian Overseas Bank
9. Oriental Bank of Commerce (OBC)
10. Punjab and Sind Bank
11. Punjab National Bank ( PNB)
12. Syndicate Bank
13. UCO Bank
14. Union Bank of India
15. United Bank of India(UBI)
16. Vijaya Bank

**Other Public Sector Banks:**IDBI BankBharatiya Mahila BankState Bank of Sikkim | **LIST OF SCHEDULED** **COMMERCIAL BANKS**Catholic Syrian BankCity Union BankDhanalaxmi BankFederal BankING Vysya BankJammu and Kashmir BankKarnataka BankKarur Vysya BankLakshmi Vilas BankNainital BankRatnakar BankSouth Indian BankTamilnad Mercantile BankAxis BankDevelopment Credit Bank (DCB Bank Ltd.)HDFC BankICICI BankIndusland BankKotak Mahindra BankYes Bank |

**CHECK LIST**

|  |  |  |
| --- | --- | --- |
| **S. No.** | **SUBJECT** | **MARK EACH ITEM** |
| 1 | Tenderer must submit the EMD amount of Rs.2,00,000/- by way ofonline payment only in favour of the **Registrar, Dr.B.R.Ambedkar Open University, payable at Hyderabad.** | YES / NO |
| 2 | Copy of the PAN card and Aadhar card. | YES / NO |
| 3 | Annexure I: Bidder information | YES / NO |
| 4 | Annexure II: List of Major Customers | YES / NO |
| 5 | Annexure III: Declaration for Fair Business by the Bidder | YES / NO |
| 6 | Annexure IV: Compliance to Bid Requirement | YES / NO |
| 7 | Annexure V: Non Blacklisting Certificate | YES / NO |
| 8 | Annexure - VI : Details of the machinery  | YES / NO |
| 9 | Annexure – VII: Form of Solvency Certificate by Banks  | YES / NO |
| 10 |  Annexure VIII: Acceptance Letter. | YES / NO |
| 11 | Annexure IX: Specifications of the Paper and Card | YES / NO |
| 12 | Annexure X: Specifications of the printing and book | YES / NO |
| 13 | Annexure XI: List of Banks | YES / NO |
| 14 | GST Registration Certificate. | YES / NO |
| 15 | Performance Report | YES / NO |
| 16 | Required each 5 white Text Paper and title card samples with seal and signature. | YES / NO |
| 17 | Latest GST Returns | YES / NO |
| 18 | **5 years Experience in printing of text books with orders copies and samples copies.** | YES / NO |
| 19 |  Firm Registration Certificate.  | YES / NO |
| 20 |  Latest Income tax Returns.(i.e., 2024-25) | YES / NO |
| 21 | Tenderer must sign and seal on each page on Tender form and upload. A copy of Hard copy must be enclosed to Schedule-II including Annexure I to XI  | YES / NO |
| 22 | Submit Tender Processing fee of Rs.20,000/- to university by Demand Draft only drawn on any bank in favour of the “Registrar, Dr.B.R.Ambedkar Open University, Hyderabad". | YES / NO |
| 23 | Upload the scan copies of the Demand Draft and produce the hard copies as specified in the tender document. | YES / NO |
| 24 | Turnover proof of financial year balance sheet from the registered chartered accountant | YES / NO |
| 25 | Factory License Certificate | YES / NO |
| 26 | Turnover Certificate from the Registered Chartered Accountant | YES / NO |
| 27 | Any Other documents |  |