



**SHORT TENDER CALL NOTICE**  
**Printing of Books (Compendium)**

Sealed tenders are invited from reputed Printing and Publishing firms for designing and printing of 500 nos. of Books (Compendium) containing the proceedings of the 4<sup>th</sup> National Conference of Women in Police under the following broad specifications :

- |    |              |   |  |
|----|--------------|---|--|
| 1. | Size         | : | A-4  |
| 2. | Pages        | : | Approximately 160                                    |
| 3. | Cover Page   | : | 170 gsm (laminated) Art Paper                        |
| 4. | Inside pages | : | 130 gsm (four colour printing) Art Paper             |
| 5. | Printing     | : | High quality; samples to be obtained from our office |

The Tender Document may be obtained on payment of Rs.200/- between 11.00 a.m. to 4.00 p.m. on each working day from the Office of the undersigned at the address given below. Tender document can also be obtained by sending a self stamped (Rs.75.00) envelop of size not less than 35 cm x 25 cm alongwith a demand draft of Rs.200/- payable at Bhubaneswar drawn in favour of Director, BPSPA-cum-IGP., Trg., Orissa, Bhubaneswar. Details of the tender documents/specification may be downloaded from the Website of BPSPA i.e. [www.bpspaorissa.gov.in](http://www.bpspaorissa.gov.in) and sent alongwith a Demand Draft of Rs.200/- payable at Bhubaneswar drawn in favour of Director, BPSPA-cum-IGP., Trg., Orissa, Bhubaneswar.

Bids submitted otherwise than the manner prescribed in the Tender document shall be rejected.

1. **Date of issue of Tender documents is 25.11.2010**  
**Onwards (between 10.00 a.m. to 4.00 p.m. on working days)**
2. **Last date of sale of Tender documents is – 10.12.2010**
3. **Last date of receipt of Tender documents – 10.12.2010**
4. **Date of opening of the Tender documents: 10.12.2010 at 5.00 p.m.**
5. **Address : Director, BPSPA-cum-IGP., Trg.,  
Biju Patnaik State Police Academy,  
Ranasinghpur, Bhubaneswar-751019,  
Orissa.**

**DIRECTOR, BPSPA-CUM-IGP., TRG.,  
ORISSA, BHUBANESWAR  
(SEAL & SIGNATURE)**

SPECIAL CONDITIONS OF THE CONTRACT

1. The Special conditions given here shall prevail over the General Condition.
2. E.M.D.  
The Tender document shall accompany with a Earnest Money Deposit (EMD) without which the tender shall be rejected. The EM Deposit instrument should be available outside the sealed covers of “Technical” and “Financial” bids.
3. **QUANTITY**  
Sealed bids in this tender document have been invited for the supply of the items listed below. The approximate quantity required has been mentioned against each. Detailed technical specifications of each item.

Sl.No.	Name of the Items	Qty.	Technical Specification	E.M.D.
1.	Designing and Printing of Books (Compendium)	500 nos	As per the annexure enclosed.	1 % of the quoted rate

4. The quantities mentioned above are subject to variations. The rates quoted shall continue to be valid even if the quantity of items mentioned above are varied.
5. It shall not be necessary to bid for all the items above. The firms may bid for one or more of the items depending on their convenience and submit EMD accordingly. The items above do not necessarily consist of a single item . Bidding is not permitted for the components obtained by splitting an item. Bidding is also not permitted for a part of the quantity of an item indicated above.
6. The bidder shall submit along with this tender document a list of names, complete addresses. Telephone/Fax numbers of the customers to whom, the items, for which the bid has been submitted, have been supplied in last three years, if any. A clear, unambiguous statement shall be made if an item has not been sold anywhere in India so far.
7. The supplies shall be delivered to the authorities at the places indicated below

NAME OF AUTHORITY & HIS ADDRESS	
DIRECTOR, BPSA-CUM-I.G. OF POLICE, TRAINING, ORISSA, BHUBANESWAR. PIN – 751019.	For Item No.1

8. The supplies shall be made successfully at the cost of the supplier at all the places mentioned above.
9. The supplier should produce valid VAT Registration Form. In the absence of VAT Registration, the bidder must file an affidavit stating that it does not have any business in the State of Orissa.
10. The Technical Bid and Financial Bid forms should be separately enclosed in sealed envelopes with inscription on the cover to identify both the bid forms. All other relevant documents and both the sealed Technical and Financial Bid will be submitted in a separate larger envelop by the bidder to the tender calling authority.

SIGNATURE & SEAL OF  
THE BIDDER



SIGNATURE & SEAL OF THE  
TENDER CALLING AUTHORITY.

TECHNICAL BID FORMAT \*

TENDER CALL NOTICE NO.-----

SL.NO.	NAME OF THE ITEM	WHETHER OFFERED PRODUCT FULFILLS THE DETAILED TECHNICAL SPECIFICATION KINDLY ANSWER 'YES' OR 'NO' ONLY	OFFERED SPECIFICATION AND DETAILS OF DEVIATIONS, IF ANY.
1	2	3	4

**SIGNATURE & SEAL OF BIDDER**

**\* ATTACH ITEMS/SPEPCIFICATION ONLY WITH TECHNICAL BID RATES SHOULD NOT BE QUOTED IN THIS BID FORM. IT SHOULD BE MENTIONED ONLY IN FINANCIAL BID FORM.**

## **FINANCIAL BID FORMAT**

TENDER CALL NOTICE NO.-----

### **NAME OF THE ITEM :**

1. Price including all the :  
duties and levies.  
(Separate sheet may be attached)
  
2. Central Sales Tax, if any :
  
3. Orissa VAT Regd. No :  
  
(In case the firm has no business in the State,  
an affidavit in this regard has to be Submitted.)
  
4. Entry Tax, if any :
  
5. Other charges (to be specified) :
  
6. Total Unit Price of the Item :
  
7. Total amount payable for supply of :  
Entire quantity of the items mentioned in  
Tender document.
  
8. Terms of delivery :
  
9. Terms of payment :

SIGNATURE & SEAL OF BIDDER

**GENERAL BID FORM**  
( TENDER CALL NOTICE NO.-----)

1. Name  
Full Address  
Fax No.  
Telephone No.  
E-mail of the Firm
2. Legal status of the Firm
3. Items for which you have  
Submitted the bid
4. Give the location and Address of your factory/firm
5. Have you enclosed the EMD ? If yes, mention  
the amount and its identifying details.
6. Have you enclosed all the documents and papers  
called for in this Tender document ? Kindly enclose  
a list.(Use a separate sheet of paper )
7. If the answer to (10) above is 'no' which of the  
documents/papers called for in the tender document  
have not been enclosed.(kindly enclose a list of  
such documents/papers).(Use a separate sheet of paper,  
if necessary).

SEAL & SIGNATURE OF  
THE BIDDER.

  
SIGNATURE & SEAL OF THE TENDER  
CALLING AUTHORITY

## Annexure-1

### Printing of Books (Compendium)

Designing and Printing of 500 nos. of Books (Compendium) containing the proceedings of the 4<sup>th</sup> National Conference of Women in Police under the following broad specifications :

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2. Pages : Approximately 160
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