



## **BID DOCUMENT (DNIT)**

**FOR ASSIGNING THE CONTRACT FOR SALE OF  
Non Saleable Books (Raddi) for the year- 2016-17, 2017-18**

BOARD OF SCHOOL  
EDUCATION HARYANA,  
BHIWANI

**BRIEF INFORMATION ON BID DOCUMENT**

Tender No.	2814/Co-ord. Dt. 06-02-2018
Mode of Bid submission	Online Through <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a>
Time for Completion of job	15 days from the next date of work order
Last Date and time for online Bid submission	26-02-2018 at 11:00AM
Date and time of opening of Technical Bids	26-02-2018 at 02:30 PM
Date and time of opening of financial bids for technically qualified bidders	26-02-2018
EMD	Rs. 5,000/- (Five Thousand) to be deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC 0000479
Cost of Tender Document	Rs. 1,000/- (Rupees One thousand only) to be deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC0000479
Name of place from where material is to be lifted	Office of Board Of School Education Haryana, Bhiwani
Approximant cost of project	1.50 Lacks
Board GST No.	06AAALB0940QIZ4

Note: Scan Copies of bank receipt for cost of tender document and EMD are to be submitted online with the technical bid also.

# Press Notice

**BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI**

## **E-TENDERS**

**The Secretary, Board of School Education Haryana, Bhiwani invites online bids for the sale of approximate 91 quintals Non Saleable Books (Raddi) for the year 2016-17 and 2017-2018.**

Weight of Non Saleable Books (Raddi) may be increased or decreased

Net Rate per K.G. is to be quoted by the bidders. Job related all kind of taxes will be born by the bidder.

It is also mentioned that above said Non Saleable Books would be weighed/supplied/sold through out the year in several parts as and when collectable heap of such Non Saleable Books would be ready.

Cost of this bid documents is Rs. 1000/- and Earnest money is Rs. 5,000/- which are deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC0000479 HDFC Bank Bhiwani. Last date and time for online submission of Bid is 26-02-2018 at 11:00 AM.

The GST as applicable shall be paid extra by the bidder.

**Note:- Bids shall be submitted through e-tendering only. For further details, visit website <https://etenders.hry.nic.in>**

**Sd/-  
Secretary,  
Board of School Education Haryana,  
Bhiwani.**

## NOTICE INVITING E-TENDER

E-Tender is invited for Sale of approximate 91 quintals Non Saleable Books (Raddi) for the year 2016-17, 2017-18 in single stage two cover Request for Technical Bid (online Bid under Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope) .

**Cost of this bid documents is Rs. 1000/- and Earnest money is Rs. 5,000/- which are deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC0000479. Last date and time for online submission of Bid 26-02-2018 up to 11:00 AM Time limit for completion of job will be 15 days from the next date of work order.**

The Bidders can download the tender documents from the Portal : <https://etenders.hry.nic.in> or form Board's web site [www.bseh.org.in](http://www.bseh.org.in)

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates.

## Key Dates

Sr.No.	Deptt.Stage	Contractor Stage	Start date and Time for bids submission	Last Date and Time for bids submission
1.	-----	Download Tender, Online Bid Preparation & Submission		26-02-2018 at 11:00AM
2.	Opening of Technical Bids	-----	26-02-2018 at 02:30PM	
3.	Opening of Financial/Price-Bids of Eligible Bidders	-----	26-02-2018	

### Important Note:

- 1) The bidders have to complete 'Bid Preparation & Submission' stage on scheduled time as mentioned above. If any bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her bid status will be considered as 'bids not submitted'.
- 2) Bidder must confirm & check his/her bid status after completion of his/her all activities for e-bidding.

Bidder can rework on his/her bids even completion of 'Bid Preparation & submission stage' (Bidder Stage), subject to the condition that rework must take place during the stipulated time frame of the Bidder Stage.

### **GENERAL:-**

Bidding documents (Technical Bid and Financial Bid) to be submitted online via e-procurement website: <https://etenders.hry.nic.in> latest by 11:00 AM on **Dated 26-02-2018**

The tender documents can be downloaded from e-procurement website <https://etenders.hry.nic.in>

### **Opening of Bids**

The technical bids will be opened at **2:30 PM** on 26-02-2018 by the committee constituted by the Secretary, Board of School Education Haryana, Bhiwani.

The financial bids of only those bidders whose Technical Bids are accepted, shall be opened by the approved Committee constituted by Board.

The competent authority reserves the right to reject any or all the bids without assigning any reason and the decision of the Secretary, Board of School Education Haryana, Bhiwani shall be final and binding.

**BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI**

**Tender forms for assigning the contract for Sale of Non Saleable Books(Raddi)**

Sr.No \_\_\_\_\_  
/2017

Advertisement No. ....

Tender Form issued to M/s \_\_\_\_\_

for assigning of Non Saleable Books Raddi Contract for the year – 2016-17, 2017-2018

Signature and Stamp of Issuing Officer

**(i) Conditions of Eligibility**

- 1 The Firm/Agency must be registered with the competent authority under the appropriate Act/Rules.
- 2 The agency/firm should submit a proof of having an annual turn over of Rs.Five lac each of last three years. Balance sheet of last three years duly certified by a registered Chartered Accountant/Firm to be attached.
- 3 Proof of latest Income Tax Return Filed.
- 4 Permanent Account No. (PAN) of firm/Prop. under Income Tax Act.
- 5 Proof of Registration for Sales Tax, State or Central Excise Duty etc.
- 6 The Firm/Agency must enclosed scan copy of bank receipt for cost of bid document Rs 1000/- and Earnest Money of Rs.5,000/- to be deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC0000479 HDFC Bank Bhiwani.
- 7 Conditional Tender shall be rejected.
- 8 GST No. of Firm.

(ii)General Terms & Conditions

- 1 Tender Form is not transferable.
- 2 The successful bidder shall be required to deposit an amount of 10% as Performance Security in the shape of bank guarantee within 7 days after placing the work order.
- 3 The earnest money of the unsuccessful agency/firm shall be returned on completion of the process.
- 4 The Firm/Agency shall be required to lift the raddi within thirty days from the issue of this notice by the Board in writing. If the needful is not done within the stipulated period, a penalty @-1000/- per day will be imposed for a period of one week. If the needful is still not done within the extended period of one week, with penalty, the amount of performance security deposit shall be forfeited and this contract shall stand terminated.
- 5 In case of any dispute relating to this contract arising during the contract period, the matter shall be referred to the sole Arbitrator to be appointed by the Secretary/Chairman whose decision shall be binding upon both the parties.
- 6 The concerned agency/firm shall be bound to lift the raddi on “as is where is basis” no shifting or segregation of material shall be allowed. Depending on the quantity of material, estimated above money as intimated by the Board shall be deposited by the firm before lifting the raddi. The amount/money shall be deposited through Demand Draft or in cash with the Board Cashier and the original receipt should be submitted as proof.
- 7 The firm/agency shall bear the weighing, lifting/loading charges of raddi.
- 8 The weighing of the raddi shall be got done in the presence of a Committee constituted by Board for the purpose at a ‘Dharam Kanta’ approved by the Municipal Committee, Bhiwani.
- 9 Any other condition as may be deemed fit to the office shall be announced at the time of opening of tenders in the presence of bidders.
- 10 The contract for lifting Raddi shall be for two years from the date of actual award of the contract.
- 11 Rates should be carefully filled up without any cutting, erasure or overwriting, both in words and figures.
- 12 The Board reserve the right to accept or reject any or all the bids without assigning any reason.

13 There are also other terms and conditions as may be considered necessary for execution of this contract which shall be provided separately in an agreement to be signed/executed by the firm/agency in writing on a Non-Judicial Stamp Paper of Rs. 100/- (Rs. Hundred Only)

14 The firm/agency should quote their rates against the following item:-

<u>Name of Item.</u>	<u>Quoted Rate.</u>
Non Saleable Books (Raddi)	
Rates per k.g. including weighing, lifting, loading and all other charges.	

15 The courts at Bhiwani shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

16 In case the firm/agency quoting the highest IInd, IIIrd, IVth, highest and so on but declines to accept the offer, the earnest money of such firm(s) shall be forfeited and the firm (s) shall be black-listed by Board for any kind dealing in future.

17 The firm/agency shall pay GST charges separately as per the rules of Govt of Haryana.

18 The commodity is 91 Quintal in weight approximately.

19 The agency shall append the following declaration with the tender.

**Secretary**



DECLARATION

I/we (Name)\_\_\_\_\_do hereby solemnly affirm and declare that the facts stated in the Technical Bid No. \_\_\_\_\_dated\_\_\_\_\_are correct and true to the best of my/our knowledge and belief and that nothing has been concealed therein. In case of any concealment or misrepresentation detected at any stage, /I/we be liable to legal action under section 182 and section 415 read with section 417 and 420 of the Indian Penal Code as the case may be

\_\_\_\_\_  
(Signature of the Bidder)

Place:\_\_\_\_\_

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

Name\_\_\_\_\_

Technical Bid (A)  
Tender Form  
*Sale of Non Saleable Books (Raddi)*

1. PARTICULARS OF TENDERER:

(i) Name of the Firm : .....

.....

(ii) Office address with Tel No. ....

.....

(iii) Name of the Proprietor/ Partner(s) .....

2. Past Experience (for last three years) .....

3. Whether the firm has ever been  
Debarred/Black Listed by any Organization:.....  
( If “yes” the details and reasons thereof)

4. Infrastructural Details :  
Type & Total No. of Systems with their make and detailed  
configuration available for the proposed work :.....  
.....

5. Scan copies of bank receipt for cost of bid document and EMD.

The Terms & Conditions and those appended with the tender form are acceptable to me/us.

SIGNATURE OF TENDERER  
WITH OFFICIAL SEAL & COMPLETE

ADDRESS

Tel No. :

Date:

Place:

Note:- The tender for technical bids should be accompanied with the earnest money of Rs.5,000/- to be deposited through online in HDFC A/c No 04791000038803, IFSC, HDFC0000479 HDFC Bank.

# Financial Bid

(To be kept in a Separate Sealed Cover )

To

The Secretary,  
Board of School Education, Haryana  
Bhiwani

**Subject: Financial Bid**

Having examined the tender documents, terms and conditions stipulated therein etc., the under signed offers to provide the rates, for all work mentioned at scope of work at page 2 of tender document and abide all term and conditions, given here under

Rate to Non Saleable Books (Raddi) per k.g. including weighing, lifting, loading and all other charges requirement mentioned in scope of work. Rates are to be quoted, exclusive of any types applicable taxes.	Rates (Exclusive)	Mention All types applicable Taxes if any
All type of Applicable taxes are to be mentioned separately.	In Words _____  In figure _____	

Dated \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Name of Bidder \_\_\_\_\_

Address of Bidder \_\_\_\_\_

Mobile No. \_\_\_\_\_

**Seal of Company/Firm**

### **Check list of the Tender documents**

The Bidder are advised to Check before submitting online tender that they have attached below mentioned documents with the online technical bid.

1.	Scanned copy of bank receipt for Cost of tender documents rupees 1000/-
2.	Scanned copy of bank receipt for Earnest money Rs. 5,000/-
3.	Declaration of the Bidder on 100/- Rs. Non- judicial stamp paper.
4.	Copy of Registration Certificate of the Firm
5.	Sale Tax Registration Certificate
6.	Five Lac each year turnover of last three years. Trading Account, Profit & loss account & balance sheet. (2014-15, 2015-16 & 2016-17)
7.	Proof of latest Income tax return filed
8.	Copy of GST No.

**Secretary**