

Armed Police Headquarters,

Jammu & Kashmir,
Batmaloo Srinagar.

Phone : 0194-2455133

Fax : 0194-2479875

Email : aphq@jkpolice.gov.in

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Gist of e-NIT No. 09 of 2019 dated 27-05-2019

For and on behalf of the Governor of Jammu & Kashmir State, e-tenders in two cover system (Technical & Financial Bid) are hereby invited from the proprietors of registered printing presses/ firms for printing & supply of J&K Police Newsletter during the year-2019-20 as detailed out in Annexure-A to this e-NIT. The e-NIT consisting of qualifying information, eligibility criteria, Bill of Quantities (BOQ), Set of terms and conditions of the contract and other details can be seen/ downloaded from J&K State e-procurement portal www.jktenders.gov.in from **28.05.2019** (1400 hours) to **18.06.2019** (1600 hours). Tenderers submitting their bids online shall only be accepted and no document other than those mentioned in the e-NIT shall be accepted manually.

The tenders (technical bids only) will be opened online on **19.06.2019** at 1200 hours at Armed Police Headquarters, Batmaloo, Srinagar. However, in case of unforeseen circumstances the date of opening will be next working day or as notified separately.

The detailed NIT, SBD and BOQ is available on JK State e-procurement portal www.jktenders.gov.in. Any clarification if required can be sought on phone number 0194-2455133 and fax No.0194-2479875 of this Hqrs. from 15.04.2019.

Sd/-

(S.J.M Gillani-IPS)

Addl. Director General of Police,
Armed, J&K Srinagar.

No.APHQ/R&D-01/Tenders/2019/16819-25

Dated: ~~27~~ 05 -2019

Copy to: -

01. The Director General of Police J&K Srinagar for favour of kind information.
02. The Director Information J&K, Srinagar along with 3 spare copies of gist of e-NIT for information with the request to arrange the publication of the Gist of e-NIT in two leading newspapers one each from Kashmir and Jammu Division and tender journals etc for vide publicity.
03. AIG Communication PHQ J&K for uploading the NIT on J&K Police News App.
- ✓ 04. SO IT PHQ J&K for information and with the request to upload the e-tender on JK Police website.
05. SO IT APHQ for uploading the tender notice on J&K government e-procurement portal www.jktenders.gov.in
06. Provision Section APHQ J&K for information.
07. Accounts Branch APHQ J&K for information.

Sd/-
(S.J.M Gillani-IPS)

Addl. Director General of Police,
Armed, J&K Srinagar.

23/5/2019

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Jammu & Kashmir,
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e-NIT No. 09 of 2019

Dated 27-5-2019

(SBD)

1.	For and on behalf of the Governor of Jammu & Kashmir State, e-tenders in two cover system (Technical & Financial Bids) are hereby invited from the proprietors of registered printing presses/ firms for printing & supply of J&K Police Newsletter during the year 2019-20 as detailed out in Annexure-A to this e-NIT. The e-NIT consisting of qualifying information, eligibility criteria, Bill of Quantities (BOQ), Set of terms and conditions of the contract and other details can be seen/ downloaded from J&K State e-procurement portal www.jktenders.gov.in from 28.05.2019 (1400 hours) to 18.06.2019 (1600 hours). Tenderers submitting their bids online shall only be accepted and no document other than those mentioned in the e-NIT shall be accepted manually. The tenders (technical bids only) will be opened online on 19.06.2019 at 1200 hours at Armed Police Headquarters J&K, Srinagar. However, in case of unforeseen circumstances the date of opening will be next working day or as notified separately.	
2.	Particulars	Details
a.	Date of commencement of downloading of tender document/ NIT	The NIT can be seen/downloaded from J&K State e-Procurement Portal www.jktenders.gov.in from 28.05.2019 at 1400 hours.
b.	Last date and time for submission of online bids.	Bids should be submitted online by or before 18.06.2019 upto 1600 hours.
c.	Time/ date and place of online opening of technical bids only	19.06.2019 at 1200 hours at J&K Armed Police Headquarters Batmaloo, Srinagar.
d.	Validity of the tender offer	Upto 31.03.2020
3.	Tender fees: - The tender fees has been fixed as ₹100 only for SSI unit of J&K State in the shape of scanned copy of treasury challan deposited into State Govt. treasury under object head 0055-Police and the same is non-refundable. Treasury Challan should compulsorily mention (i) Name of the firm (ii) Tender No. (iii) Date of opening of tender.	
4.	Earnest Money Deposit (EMD): - Tender must be accompanied by a scanned copy of CDR of ₹5000/- (on account of Earnest Money Deposit (EMD) pledged to Staff Officer to ADGP Armed J&K without which tenders will not be considered. The amount shall be deposited in the shape of Call Depositor Receipt (CDR) of any Nationalized Bank valid till 31.03.2020. However, all participating tenderers would upload scanned copy of the requisite EMD instrument (CDR) with the tender. The earnest money will be released to unsuccessful tenderers within one month after final acceptance of their tenders whereas in case of successful tenderer's original CDR of EMD shall be obtained from him before awarding the contract and it will be treated as a part of security deposit till	

	<p>the completion of contract. No interest shall be payable by purchaser on the EMD deposited by the tenderer. The original CDR shall be sent by post or delivered by hand by the successful tenderer to the Staff Officer to ADGP Armed J&K before award of contract. The postal address is as under: - APHQ J&K Gulshan Ground Gandhi Nagar Jammu (from November to April) and APHQ J&K Batmaloo Srinagar from May to October. J&K Government rules with regard to furnishing of EMD in respect of local registered SSI units of J&K State shall be applicable. For the purpose, SSI Unit shall have to furnish registration certificate after issuance of the tender document with their tender offer failing which their tender would be rejected</p>
5.	Rate should be quoted by the firm for per 4 pages per 1200 copies. The rate should include all kind of taxes /charges if any.
6.	Firms shall clearly indicate different taxes, duties, charges which they propose to charge as per the format of bill of quantity (BOQ) available with the e-Tender. Moreover, online generation of financial comparative (BOQ) chart is of indicative nature only and not conclusive. The detailed financial comparative (BOQ) chart shall be worked out by department and will be uploaded on the website for general information of all tenderers.
7.	The approved firm shall be deemed to have fully understood the conditions, specifications and in case of any doubts may seek clarification.
8.	No conditional tender will be accepted/ entertained and shall be out rightly rejected. No other condition than those mentioned in the terms said forth will be entertained:
9.	Purchasers reserves the right to get the credentials of all the firms re-verified irrespective of the registration status.
10.	Purchasers reserves the right to cancel/ reject or scrap any or all the tenders without assigning any reasons thereof. Reasonable logical descriptions with the purchaser shall remain intact for safe guarding the government interest.
11.	<p>Two bid system: The tenders shall comprise of two bid system a) Envelope – 1 = Technical bid b) Envelope – 2 = Financial/ Price bid All the tenderers are required to submit their offers in two covers as under:</p> <p>A. Envelope – 1 (Technical bid) comprising scanned copies of following documents in PDF format are to be uploaded online.</p> <ol style="list-style-type: none"> Tender documents of all pages duly completed and signed but without indicating the rates quoted. Self-attested scanned copy of CDR of Earnest Money Deposit. Self-attested scanned copy of tender fee/ challan. Self-attested scanned copy of valid Pan card. Registration certificate of being an SSI Unit. Scanned coy of the e-NIT, all pages duly signed and stamped by the tenderer in token of having understood and accepted the specifications, terms and conditions of the e-NIT. Checklist for tenderers as per appendix-1. Any other relevant document which the firm wishes to submit <p>B. Envelope – 2 (Financial/ Price Bid) should contain the following document and be uploaded online on the e-procurement J&K Govt</p>

	<p>portal www.jktenders.gov.in only as per the bill of quantities (BOQ) of the e-NIT:</p> <p>i) Rate quoted by the firm which should be on firm price basis as per bill of quantities (BOQ) of the e-Tender to be downloaded from the website and rates should be carefully quoted offline and then uploaded. The zero basic cost quoted for any item in BOQ will be treated as Nil quoted.</p> <p>ii) Rates quoted shall be valid upto 31.03.2020.</p>
12.	On due date of online opening of tenders i.e 19.06.2019 evaluation process will start. Those who qualify the technical bid will be informed online with the announcement of financial bid opening date.
13.	The authority reserve absolute powers to reject or accept any tender or part thereof without assigning any reason and without any obligations. Any clause incorporated in the tender (Not conforming to the e-NIT in any manner) shall make such an offer liable for rejection. Therefore, all the terms and conditions of the tender notice including technical specifications shall be carefully studied for the sake of complete and comprehensive tender. Failure to comply with any of the conditions stipulated herein above or instructions or the offer with in sufficient particulars/ documents shall lead to outright rejection of the tender.
14.	If after the award of contract/ placement of orders, the tenderers backs out or fails to execute the contract/ work order, the EMD will be forfeited.
15.	If the successful tenderer fails to execute the work order within the stipulated period as specifically mentioned in the supply order, the department shall be at liberty to re-tender or otherwise at his risk and cost.
16.	All legal proceedings arising out of any dispute between the parties shall have to be settled in the courts situated in Jammu & Srinagar and not elsewhere.
17.	It shall be incumbent upon the supplier to execute the work order, in conformity with the provisions as provided in e-NIT.
18.	The detailed NIT, SBD and BOQ is available on J&K State e-procurement portal www.jktenders.gov.in . In case of any clarification please contact on phone number 01942455133 and fax No. 01942479875 from 28.05.2019 to 18.06.2019 at APHQ J&K Srinagar.
19.	The hardcopy of tender (Technical Bid) should be properly sealed in the envelope and duly marked as “Tender for Printing of J&K Police Newsletter” for the year 2019-20 , addressed to Addl. Director General of Police Armed J&K, Srinagar from 28.05.2019 to 18.06.2019 .
20.	The hardcopy of tender (Technical Bid) shall reach this office by or before 18 June, 2019 upto 1600 hours through Registered post/ Speed post/ Courier or by hand. Any tender received after due date and time shall not be accepted or any postal delay shall not be responsibility of the department.
21.	The tender (Technical Bid) shall be opened on 19 June, 2019 at 1200 hours in presence of intending Tenderers/ Bidders or their representatives, if they wish to attend on the scheduled date and time, in the office of Armed Police Headquarters J&K Batmaloo, Srinagar.
22.	The price Bid of only those tenderers shall be considered whose Technical bid is declared successful/ qualified by the concerned committee.
23.	The samples of Newsletter mentioned in the BOQ can be seen on any working day from 28.05.2019 to 18.06.2019 in the office of ADGP, Armed Police Headquarters J&K Batmaloo, Srinagar.
24.	The supplier shall supply the printed Newsletter strictly in accordance within the approved quality and specifications as shown in BOQ, at the Armed

	Police Headquarters J&K Jammu or Srinagar within Ten (10) days from the date of receipt of supply order by the firm.
25.	The rates quoted should include all taxes and levies. No carriage charges for transportation of goods shall be paid by the Department. The rates tendered should be FOR destination i.e Armed Police Headquarters J&K Batmaloo Srinagar (from May to October 2019) and Armed Police Headquarters J&K Jammu (from November 2019 to April 2020).
26.	Payment of the bill shall be made as and when the funds for the purpose are available after printed material is received in full in APHQ Jammu/Srinagar and found conforming to the specification as per supply order. No advance payment shall be made for execution of job order.
27.	The material not conforming to the specifications shall be rejected and no payment shall be made for such supplies.
28.	The tenderer shall sign the tender / document on each page at the end in token of acceptance of all the terms and conditions of the tenderer.
29.	The rates of the firm approved and accepted by APHQ will remain in force for one year from 01.04.2019 to 31.03.2020.
30.	Rates offered once in the tender shall be treated as final and irrevocable and any later addition and intimation will not be entertained.
31.	Addl. Director General of Police Armed J&K reserves the right to accept or reject any or all tender or any part of it without assigning any reason thereof.

Sd/-

(S.J.M. Gillani-IPS)
Addl. Director General of Police,
Armed, J&K, Srinagar.

No.APHQ/R&D-01/Tenders/2019/168/19-25

Dated: - 27 - 5 - 2019

Copy to: -

01. The Director General of Police J&K Srinagar for favour of kind information.
- ✓ 02. SO IT PHQ J&K for information & necessary action.
03. SO IT APHQ for information and with the request to upload the e-Tender on J&K State e-procurement portal www.jktenders.gov.in.

Encl: 4 lvs.

(Total 8 lvs)

S. J. M. Gillani
(S.J.M. Gillani-IPS)
Addl. Director General of Police,
Armed, J&K Srinagar.

23/5/2019

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Annexure-A to e-NIT No. 09 of 2019 dated 27.05.2019

S. No	Name of the Newsletter	Quality of printing	Size / Shape	Frequency	No of pages	Specifications of Inner Pages /Cover Pages and Binding of Newsletter.	Quantity
1.	J&K Police Newsletter	Multi Colour printing	(22 cms x 28 cms) / Portrait type	Printing & Supply of Monthly or Bi-Monthly or Quarterly or Half yearly or Annually or Special issue depending upon availability of material.	4 pages or multiple of 4 in English including Urdu page / (s) containing coloured photographs as per availability of material.	a. Inner pages on Imported Art paper of 130 GSM. b. Cover pages on Imported Art Card Paper of 220 GSM with lamination. c. Binding: Centre stapler pinning.	1200 Copies


(S.J.M. Gillani -IPS)
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Annexure-B to e-NIT No. 09 of 2019 dated 27-05-2019

Undertaking/ Letter of Acceptance

Sir,

1. I/ We do agree for all clauses, terms and conditions of the tender documents.
2. I/ We agree to abide the contract to Print and supply the Newsletter within 10 days from the date of receipt of the supply order.
3. I/ We do declare that no legal/ financial irregularities involving the proprietor/ partner of the applicant(s) firm are pending.
4. I/ We declare that our financial position is sound and we are competent to execute the contract.
5. I/ We declare that we will not ask/ expect any financial assistance from the Government of Jammu & Kashmir State.

In acceptance
(Signature and Seal of the Tenderer)

Armed Police Headquarters,

Jammu & Kashmir,
Batmaloo Srinagar.

Phone : 0194-2455133

Fax : 0194-2479875

Email : aphq@jkpolice.gov.in

Appendix-1 to e-NIT No. 09 of 2019 dated 27.05.2019

General instructions/ Checklist for tenderers.

Before submission of the tender documents, the tenderers should check, whether they have complied with the following requirements or otherwise: -

S. No	Requirement to be checked before submission of the Tender	Complied (Please indicate Yes or No) after complying with the requirement
1.	The tenderers for their own ease shall fill in relevant details of NIT offline and upload the same after ensuring accuracy.	
2.	Whether tender fee scan copy is enclosed with the technical bid?	
3.	Whether Earnest Money Deposit (EMD) scan copy is enclosed with the Technical Bid.	
4.	If an SSI unit of J&K State, the same is indicated in the tender and scan copy of the valid registration/ functional certificate is enclosed or not?	
5.	Whether list of the quoted items with name make model and catalogue/ brochures of the quoted items are uploaded with the technical bid?	
6.	Whether scanned copy of the undertaking/ letter of acceptance are uploaded in the technical bid duly signed having official seal on all pages or not? However, the quoted item may also be tagged?	
7.	Whether tender documents are submitted in two bid system i.e Technical and Financial Bids separately as per tender enquiry or not?	
8.	Whether offer validity as required in tender enquiry is accepted and indicated in your tender document or not?	
9.	Whether terms of delivery and period as required in tender enquiry is accepted and indicated in your tender document or not?	
10.	Whether payment terms as required in the tender enquiry is accepted and indicated in your tender document or not?	
11.	Whether compliance statement in the format as required in tender enquiry is	

	enclosed with the supporting catalogue/ brochures?	
12.	Whether indicated in the tender document, if your firm business dealing is banned by any Govt./ Private agency or recommended for blacklisting or not?	
13.	The complete commercial quote should be in Indian Rupees only. Currency of price should be clearly mentioned (Wherever applicable)	
14.	No column should be left blank. Wherever amount is not quoted, the column should be clearly marked as NIL.	

S. No	Sensitive documents part of Technical Bid	Non Sensitive documents
1.	GST Registration Certificate	Performance statement of two years
2.	SSI Unit – Registration Certificate (Local SSI Units of J&K State only)	Government supply orders for the same, if any
3.	SSI Unit – Functional Certificate (Local SSI Units of J&K State only)	Income Tax clearance certificate
4.	Scanned copies of EMD and Tender Fee	
5.	Scanned copy of NIT duly signed and sealed	

Signature & Seal of the Tenderer