



**HON. BALASAHEB THACKERAYAGRI-BUSINESS AND RURAL TRANSFORMATION
PROJECT (SMART)**

Project coordination and Management Unit,

ShetiMahamandal Bhavan, 270, Bhamburda, SenapatiBapat Road, Pune- 411 016.

E-mail- pcmu.smart@gmail.com

SMART/PCMU/ Printing/CBO Guidelines/ 542/ 2022-23

Date: 28/03/23

INVITATION FOR QUOTATIONS

To

Sub: Invitation for quotation for Design, printing & delivery of CBO Procurement & Construction Booklet.

Dear Sir/Madam

1. Government of Maharashtra has launched World Bank assisted "Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project" in the State of Maharashtra in order to transform agriculture and livelihoods sector in Maharashtra. The objective of the project is "to support development of inclusive and competitive agriculture value chains focusing on smallholder farmers and agri-entrepreneurs in Maharashtra". This would be achieved by expanding access to new and organized markets for producers and enterprises with complementary investments in provision of technical services and risk management capabilities.
2. You are invited to submit your sealed competitive quotation for Design, printing & delivery of CBO Procurement & construction booklet.

Items	Specifications of item	Qty	Delivery period and locations
Design, printing & delivery of CBO Procurement & construction booklet	Inner Pages- A4 size 70 GSM Cover Pages- 4 Pages- 250 Art Paper Glossy Lamination Total Pages- 100 (back to back) Printing : Black & White Binding : Perfect Binding	5000	Books should be delivered at 34 locations in the state of Maharashtra within 21 days from the date of work order

- Note- 1. Quantity mentioned above may change up to +/- 25 %.
2. No of pages per book may vary up to +/- 10 %.

3. Bid Price

- a) The quotation should be submitted in the attached format only
- b) The cost should be inclusive of all duties, taxes and other levies payable on the raw materials and components, designing, printing, delivery including loading - unloading etc. shall be included in the total price.
- c) Rate should be excluding GST.
- d) The rates once offered must remain fixed and should not be change for whatsoever reason during the contract period.

4. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

5. Eligibility Criteria:

- a) Should have its main or branch office anywhere in Maharashtra
- b) Should be registered under Goods and Services tax Act, 2017

- c) Should have supplied similar printing work of value not less than Rs. 4.00 lakhs in any one year during last three financial years to any Government organization/PSUs/private sector.
- d) Should have achieved in at least one year an annual financial turnover not less than Rs.10 lakhs in the last three financial years i.e. 2019-20, 2020-21 & 2021-22.
- e) Should not be blacklisted /banned by any Government organization/PSUs during last 3 years.

6. Documents to be submitted along with the quotation:

The bidder should submit following documents along with the quotation

- a) Quotation (Form-1)
- b) Bid security declaration (Form-2)
- c) GST registration certificate
- d) Turn over certificate issued by the chartered Accountant (Form-3)/ITR Copies
- e) performance statement (Form-4)
- f) The declaration that the bidder is not black listed/banned by any government organization/PSUs. (form-4)

7. Delivery period & Place:

Successful supplier has to

- a) Books should be delivered at 34 locations in the state of Maharashtra within 21 days from the date of work order (days including proof reading and approval from project)
- b) If bidder /bidders failed to deliver goods within the time, liquidated damage @ 0.5% per week shall be deducted from final payment.

8. General Conditions:

- a) Bidder should submit only one quotation
- b) The quantity mentioned may increase /decrease depend on the requirement.
- c) All legal disputes relating to the supply of booklets are subject to the jurisdiction of court of law at Pune.

9. Evaluation of Quotations

The SMART Project will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a. are properly signed; and
- b. Conform to the terms and conditions, and specifications.

The cost of GST shall not be considered in evaluation.

10. Award of contract

The SMART Project will award the contract to the bidder/bidders' who has been determined to be substantially responsive and who has offered the lowest evaluated price (L1).

- a. Notwithstanding the above, the SMART Project reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- b. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply/ work order.

11. Payment:

Payment will be made within 2 weeks after receipt of tax invoice, supply of acceptable goods and acknowledgement receipts issued by all consignees. Applicable GST will be paid on submission of invoice/bill.

12. Quotation Submission:

Interested bidder should submit only one quotation in a sealed envelope boldly superscript as Quotation for **Design, printing & delivery of CBO Procurement & construction booklet** latest by **1.00 PM on 04/04/2023** to Hon. Balasaheb Thackery Agribusiness And Rural Transformation Project (SMART), Project coordination and Management Unit, Sheti Mahamandal Bhavan, 270, Bhamburda, Senapati Bapat Road, Pune – 411 016. Quotations received after due date and time for whatever reason shall not be considered and shall be rejected.

13. Opening of Quotation:

Quotations will be opened in the presence of bidders representatives who choose to attend at above mentioned address on **04 /04/ 2023@ 1.30 PM.**

14.In the event of the date being declared as a holiday for the purchaser's office, the due date submission and opening of quotations will be the following working date & time.

**Sd-
Additional Project Director,
SMART, Pune.**

FORMAT OF QUOTATION
(On bidder's Letter head)

To
Addl. Project Director,
SMART, Pune.

Date:-

Subject:- Submission of quotation for design, printing & delivery of CBO procurement & construction booklet

Ref:- Your Request for Quotation SMART/PCMU/ Printing/CBO Guidelines/542/ 2022-23

Date: 28/03/23

Dear Sir,

As per your requirement, we are glad to submit you our most reasonable and competitive rates as under

Sr.No.	Items/Specifications of item	Qty	Unit	Rate per Unit in Rs. Without GST	Total Amount in Rs. Without GST
1	Design, printing & delivery of CBO Procurement & construction booklet Inner Pages- A4 size 70 GSM Cover Pages- 4 Pages- 250 Art Paper Glossy Lamination Total Pages- 100 (back to back) Printing : Black & White Binding : Perfect Binding	5000	Nos		
	Total Amount without GST				

We confirm that the specifications are equal / better than as mentioned in the RFQ
We agree to supply of above mentioned items in accordance with the specifications and terms and conditions mentioned in the invitation for quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature

Name: _____

Agency Stamp/Seal

FORMAT OF DECLARATION IN LIEU OF EMD/BID SECURITY
(To be submitted on the Bidder's Letter Head)

Date: *[insert date]*

Tender Ref No.: *[insert number]*

To: *[insert complete name of Purchaser]*

I/We(Insert Name and Address of Bidder) am/are submitting this declaration in lieu of Bid Security/Earnest Money Deposit for the Tender for(Insert Title of the Tender) (Tender No.....), thereby fully accepting that I/We will be suspended and shall not be eligible to participate in the tenders invited by any World Bank funded Projects , any Government department /organization / PSU for a period of two years from the date of Suspension under the following circumstances;

- a) If after the opening of tender, I/We withdraw or modify my/our tender during the period of validity specified in the bid documents (including extended validity, if any) or do not accept the correction of the tender price pursuant to any arithmetical errors.

- b) If after the issue of supply order, I/We fail to furnish the required Performance Security, sign the Contract within the time limits specified in tender document.

Signature and Seal of Authorised Signatory of bidder
Name of Authorized Signatory

**TURNOVER CERTIFICATE ISSUED BY CHARTERED ACCOUNTANT FIRM
(on CA's letter head)**

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. (name of bidder) is having registered office at (detailed office address). The turnover of the (name of firm) for the three financial year based on the audited financial Statement is as under.

Sr. No.	Financial Year	Turnover in Rs.
1	2019-20	
2	2020-21	
3	2021-22	
	Total Turnover	
	Average Turnover	

The above information/figures are true and authentic to the best of my knowledge and belief. I/we am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of bid or at any stage, besides liabilities towards prosecution under appropriate law.

Signature of the Chartered Accountant

Name of the Firm

Registration No.

Date:

Place:

(Seal of the Chartered Accountant)

Email id:

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON BIDDER'S LETTER HEAD
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION OF**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

Date:

To,
Project Director
Hon. Balasaheb Thackeray Agribusiness &
Rural Transformation (SMART) Project,
Pune

We hereby confirm and declare that we, M/s -----,
is not blacklisted/ De-registered/ debarred by any World Bank funded Project/
Government department/ Public Sector Undertaking/ Private Sector/ or any other agency
for which we have Executed/ Undertaken the works/ Services during the last 5 years.

Signature and Seal of Authorised Signatory of bidder
Name of Authorized Signatory.....

Performance / Experience details

Sr. No	Name and Address of Client	Supply Order No and date	Supply order value
1			
2			
3			

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Seal of the firm

Note: in support of above information, it is mandatory to submit Supply orders or contract document along with completion certificate or invoice copies