

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

No. C-DIT/04/OIP-DOC/2024-25/T503

Date: 20.04.2024

TENDER NOTICE

PRINTING AND SUPPLY OF "HIGH SECURITY DOCUMENT"

Sealed tenders are invited for printing and supply of High security Document. The envelopes containing the tender should bear the superscription "*Tender for Printing and supply of security document*" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending bidders may submit the tenders on their own papers by courier/post/hand. Last date for receipt of tenders **30.04.2024, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on 30.04.2024** in C-DIT office in the presence of the bidders or their authorized representatives who may be present at that time. Details of the requirements and other conditions can be downloaded from our website www.cdit.org

Thiruvananthapuram

20.04.2024

Sd/-

REGISTRAR

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

No. C-DIT/04/OIP-DOC/2024-25/T503

Date: 20.04.2024

TENDER TERMS

PRINTING AND SUPPLY OF "HIGH SECURITY DOCUMENT"

I. GENERAL TERMS AND CONDITIONS

- a) This Tender is invited for Printing and supply of High Security Document at C-DIT as specified in the Requirement Specifications below III.
- b) Sealed tender should bear the superscription "*Tender for Printing and supply of security document* "
- c) Tender should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027.
- d) The Last date for the receipt of tenders will be on **30.04.2024, 03.00 PM**. Late tenders will not be accepted.
- e) The tenders will be opened at **03.30 PM on 30.04.2024** in C-DIT office in the presence of the bidders or their authorized representatives who may be present at that time.
- f) The bidder shall submit EMD of Rs. 5,000/- (Rupees Five Thousand only) along with the tender in the form of Demand draft drawn in favour of The Registrar, C-DIT, payable at Thiruvananthapuram.

II. ELIGIBILITY CRITERIA OF BIDDER

1. Bidder should be a registered company or registered business firm as per Indian law, doing similar business for the past three years.
2. The firm shall have all the infrastructure including advanced security printing, pre-press and post press facilities for undertaking the printing requirements of C-DIT on short notice.
3. The bidder should have at least three years of experience in printing and supply of High Security documents.
4. The bidder must have a currently valid GST registration certificate and PAN number.

5. An undertaking to the effect that the bidder has not been blacklisted by any of the Department/Organizations of the Govt. Of India/State Govt. /PSUs/Autonomous Bodies must be attached along with the bid.

III. REQUIREMENT SPECIFICATIONS

1. Security Document - (Type C)

Specification	Quantity
1. Paper Type - 210 GSM (\pm 5%) Japanese Kent Ivory Art Card 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Printed Water mark 5. Void Pantograph 6. Opaque Text 7. Micro line 8. Invisible UV - Yellow (3 Sq. cm)	2,500 Nos

2. Security Document - Type (B)

Specification	Quantity
1. Paper Type – 210 GSM Foreign Matt Art Card 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Void Pantograph 5. Opaque Text 6. Micro line 7. Invisible UV - Yellow (4 Sq. cm)	5,000 Nos

3. Security Document - Type (E)

Specification	Quantity
1. Paper Type – 210 GSM Foreign Matt Art Card 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Void Pantograph 5. Opaque Text 6. Micro line 7. Invisible UV - Yellow (4 Sq. cm)	1,000 Nos

4. Security Document - Type (V)

Specification	Quantity
1. Paper Type - 95 GSM Watermark MICR Security Paper 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Three Colour Printing on Front side 4. Void Pantograph 5. Micro line 7. Invisible UV - Yellow (10 Sq. cm) 8. MICR Serial Numbering	30,000 Nos

5. Security Document (ML)

Specification	Quantity
1. Paper Type - 210 GSM (\pm 5%) Japanese Kent Ivory Art Card 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Two Colour Water Mark Printing on Front side 4. Printing - Two Colour Water Mark Printing on Back side	2,500 Nos

6. Security Document (CGC)

Specification	Quantity
1. Paper Type - 120 GSM Map Litho 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Printing - Four Colour Printing on Back side 5. Void Pantograph on Front side 6. Void Pantograph on Back side 7. Opaque Text on Front side 8. Opaque Text on Back side 9. Microline on Front side 10. Microline on Back side 11. Invisible UV - Yellow (9 Sq. cm)	2,500 Nos

7. Security Document (SGC)

Specification	Quantity
1. Paper Type - 120 GSM Map Litho 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Printing - Single Colour Printing on Back side 5. Void Pantograph 6. Opaque Text 7. Micro line 8. Invisible UV - Yellow (3 Sq. cm)	7,000 Nos

8. Security Document (PGC)

Specification	Quantity
1. Paper Type - 120 GSM Map Litho 2. Paper Size - 216mm x 330mm 3. Printing - Four Colour Printing on Front side 4. Printing - Single Colour Printing on Back side 5. Void Pantograph 6. Micro line 7. Invisible UV - Yellow (6 Sq. cm)	15,000 Nos

9. Security Document (SGR)

Specification	Quantity
1. Paper Type - 120 GSM Map Litho 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Void Pantograph 5. Opaque Text 6. Micro line 7. Invisible UV - Yellow (3 Sq. cm)	3,000 Nos

10. Security Document (FGR)

Specification	Quantity
1. Paper Type - 120 GSM Map Litho 2. Paper Size - 210mm x 297mm (A4 Size) 3. Printing - Four Colour Printing on Front side 4. Void Pantograph 5. Opaque Text 6. Micro line 7. Invisible UV - Yellow (3 Sq. cm)	1,500 Nos

IV. OTHER TERMS AND CONDITIONS

1. The quantities specified in the requirement specifications are approximate only and may vary. The successful bidder has to carry out the additional quantities of work, if any, at the same rates and the same terms & condition of contract. No escalation of rates is admissible.
2. **Unit rate shall prevail in case of discrepancies if any noticed. All taxes, freight charges and other expenses for delivery at the given location shall be shown separately.**
3. The rate quoted for the supply/work shall be final and no enhancement will be allowed under any circumstances. The enhancement of rate will cause the cancellation of the work order.
4. **No Advance Payment will be made.**
5. Payment: 100% payment shall be made against supply of full ordered quantity of printed materials and submission of invoice.
6. TDS as per rules will be deducted from the invoice amount. The quoted amount will be treated as the total *amount inclusive of GST* and liability on account of GST and /or any other govt. taxes / levies that may arise on this contract shall be borne by the contractor in full and this must be reflected in the Invoice which is to be submitted after the completion of the work.
7. **The bidder shall submit the price offers in the attached "ANNEXURE - A" in a sealed envelope.**
8. Quality of printing must be at most. The items delivered should be as per the specification mentioned with clear visibility of contents. If found defective, the same has to be replaced immediately at the risk and cost of the bidder.
9. C-DIT reserves the right to reject any or all the tenders without assigning any reason thereof.
10. The successful bidder (Tender awarded bidder) who claims bid security/ EMD Exceptions should furnish the Bid Security Declarations form on a stamp paper worth ₹ 200/- in the format issued by C-DIT

11. If the tenderer furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
12. Delivery period shall be specifically indicated in the tender and strictly adhered to. If no delivery period is stated in the tender, it will be taken for granted that the supply will be arranged within Fifteen days (15) days on receipt of the firm order. Noncompliance of the delivery schedule in the specified supply order placed may result in cancellation of the supply order. In case the Bidder became unable to supply within the time limit prescribed by C-DIT, the supply order is likely to be cancelled and items will be arranged by C-DIT from elsewhere and the earnest money deposited along with security deposit by the bidder will be forfeited.
13. Agreement: The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in Rs.200 worth non judicial stamp paper in the prescribed format.
14. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation (Amendment) Act, 2015. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/Kerala will have exclusive jurisdiction over the same.
15. Authority: The authority for the acceptance of the tenders' rests exclusively with the C-DIT. C-DIT does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.
16. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum to it. Corrigendum to this tender shall be published in the site www.cdit.org. Prospective bidders are advised to regularly visit the website: www.cdit.org to keep track of corrigendum, if any.
17. **In case of doubt:**

If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, please contact the HOD (OIP& SP), in Mobile 9447827852.

Sd/

REGISTRAR, C-DIT

Dated 20.04.2024

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Date: 20.04.2024

ANNEXURE - A

TENDER FOR THE PRINTING AND SUPPLY OF "HIGH SECURITY DOCUMENT"

Quotation No:

Sl. No	Item Description	Quantity	Unit rate	Amount
1	Printing and Supply of Security Document - (Type C)	2,500 Nos		
2	Printing and Supply of Security Document - (Type B)	5,000 Nos		
3	Printing and Supply of Security Document - (Type E)	1,000 Nos		
4	Printing and Supply of Security Document - (Type V)	30,000 Nos		
5	Printing and Supply of Security Document (ML)	2,500 Nos		
6	Printing and Supply of Security Document (CGC)	2,500 Nos		
7	Printing and Supply of Security Document (SGC)	7,000 Nos		
8	Printing and Supply of Security Document (PGC)	15,000 Nos		
9	Printing and Supply of Security Document (SGR)	3,000 Nos		

10	Printing and Supply of Security Document (FGR)	1,500 Nos		
	Sub Total (Rs)			
	Other costs/expenses if any			
	Total (Rs)			

Bidder Name:

Address:

Mobile No:

e-mail Id:

GST Details:

MSME Details

Documents to be attached

- a). EMD Amount DD No..... Date
- b). Undertaking (Not Blacklisted)
- c). Experience

I declare that the information furnished above are true to my knowledge and belief. I am attaching true copies of the documents along with this.

Signature

Date

Office Seal