



**E-TENDER DOCUMENT  
FOR  
PRINTING OF 500 COPIES OF COFFEE  
TABLE BOOK**

**ISSUED BY  
CANTONMENT BOARD SUBATHU**

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**O/O CHIEF EXECUTIVE OFFICER,  
CANTONMENT BOARD, SUBATHU  
DISTT. SOLAN-173206(H.P.)  
Tel.No.01792-275025. Fax No.01792-275425.  
Website Address: [www.cbsubathu.org](http://www.cbsubathu.org) e-mail: ceo\_subathu@yahoo.co.in**

## E-TENDER NOTICE

E - Tenders are invited through electronic tendering system under two-bid system <http://eprocure.gov.in/eprocure/app> from highly reputed, well established suppliers for Printing of Coffee Table Book according to terms and conditions given in tender document.

Sr. No.	Name of Work	Estimated Cost (In Rs.)	Earnest Money Deposit (In Rs.) @2%	Security Deposit (In Rs.)	Tender form fee (In Rs.)
1.	500 Copies of Coffee Table Book	10,00,000/-	20,000/-	@5% of the rates quoted by the lowest contractor and approved by the Board.	1000/-

### **Critical Dates:**

1.	Publishing Date and time of tender documents through E-procurement <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> .	22.07.2017 1800 Hrs
2.	Start Date and Time for downloading of tender documents	22.07.2017 1800 Hrs
3.	Last Date and Time for downloading of tender documents	12.08.2017 1600 Hrs
4.	Start date and time of Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	22.07.2017 1800 Hrs
5.	Last date and time for Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	12.08.2017 1600 Hrs
6.	Last Date and time for submission of original application, tender fee and earnest money deposit in the form of Demand Draft/FDR from any scheduled/ Nationalized Bank in favour of Chief Executive Officer, Subathu payable at SBI Subathu, in the office of Cantonment Board, Subathu ( in original). Copy shall be uploaded online and original to be submitted offline as per due dates.	14.08.2017 1600 Hrs
7.	Date and time for opening of Technical bids (Cover 1)	14.08.2017 1600 Hrs
8.	Date and time for opening of Financial bids (Cover 2)	Will be intimated after Technical Evaluation

The "Tender Document" and other terms and conditions are available at <http://eprocure.gov.in/eprocure/app> and [www.cbsubathu.org](http://www.cbsubathu.org) .

Sd/xxx

CHIEF EXECUTIVE OFFICER  
CANTONMENT BOARD SUBATHU

# GENERAL INSTRUCTIONS TO THE TENDER

## 1. INTRODUCTION

- 1.1 Cantonment Board Subathu plans to Print 500 copies of Fully colored Digitally printed coffee table book for Subathu Cantonment.
- 1.2 The bidder would be required to supply 500 copies of coffee table book as per specification **within 25 days** to Cantonment board Subathu.
- 1.3 The bidder will have to adhere to the time limit of 25 days for printing the coffee table book, else 5% security deposited by the bidder will be forfeited.
- 1.4 An online two-stage bidding process is being adopted for the project:
  - 1.4.1 Stage – I Involves evaluation of technical conditions of the bidders based on their bids.
  - 1.4.2 Stage –II will consist of evaluation of Financial Bids of only those parties qualified in Stage-1 as per the evaluation criteria laid down in the tender Document to select the Preferred Bidder.
- 1.5 As part of Technical evaluation, Bidding Firms are required to submit their general and particular experience, technical capabilities and financial standing of the Bidding Firm. Bidding Firm would be qualified based on their experience in similar infrastructure projects and financial strength as per the criteria laid down. Only the bidding firms qualified under this procedure will be evaluated for choosing the preferred bidder.
- 1.6 The Stage I, II, documents duly completed should be uploaded online *at* <http://eprocure.gov.in/eprocure/app> and to be sent offline sealed in respective envelopes and as per the procedure explained herein must be delivered to Office of the Chief Executive officer, Cantonment Board Subathu, Solan – 173206 (H.P.) on or before 12.08.2017 1600 Hrs and 14.08.2017 1600 Hrs respectively.

## 2. TECHNICAL SPECIFICATIONS OF THE PRODUCT

COFFEE TABLE BOOK :-

Fully coloured digitally printed

Size: 11” x 11” (Folded Size)

22” x 11” (Open Size)

No. of Pages: 100+ End paper

Paper :Inside 100 pages 160 GSM Imported Paper (Matt)

End Paper 130 GSM Imported Paper (Matt)

Jacket 160 GSM Imported Paper (Matt)

Lamination: Lamination on Jacket

Fabrication: Hard bound with 2.5 mm board

Individual Shrink Wrapping

### **3. ELIGIBILITY CRITERIA OF THE BIDDER**

3.1 The bidder should have minimum Three years of experience in printing similar kind of books.

3.2 Bidder should have supplied similar kind of books to any Govt./Semi Govt or PSU, Supply order(s) to attached with technical bid.

### **4. MODE OF SUBMISSION OF TENDER**

The Agency/Contractor has to submit online bids through procurement web portal <http://eprocure.gov.in/eprocure/app>. viz. Technical bid (Cover 1) and financial bid (Cover 2).

*No Manual Bid will be accepted.*

The technical bid (Cover 1) must be accompanied with the following documents:-

#### **4.1 (Cover 1) TECHNICAL BID, UPLOAD THE FOLLOWING DOCUMENTS IN THE TECHNICAL BID :-**

a) Form F-1 to F6 ( along with documentary proof)

#### **4.2 (COVER 2) FINANCIAL / PRICE BID**

a) Bid form F-7 and schedule 'A' of tender document duly filled.

### **5. OFFILINE SUBMISSION OF ORIGINAL DOCUMENTS UPLOADED AT CPP PORTAL IN THE OFFICE OF CANTONEMNT BOARD SUBATHU**

5.1 Last Date and time for submission of original documents (Form F-I to F-6) including all the related documents in original as mentioned/Uploaded with Technical Bid ( Cover 1) is 14.08.2017 upto 1600 hours.

5.2 The cover 1 must be sealed and addressed to the Chief Executive Officer, Subathu Cantt.

5.3 The envelope must contain the name, address and contact details of business of the person or persons submitting the BID and must be signed and sealed by the Bidder with his signature on every page of the BID.

5.4 BID by a partnership firm/consortium of firms must furnish names of all partners and be signed in the partnership name, followed by signatures and designations of authorized partners or other authorized representatives. The copy of partnership deed/consortium agreement should also be furnished.

5.5 The Bidder's name stated in the BID shall be exact legal name of the firm/company/corporation etc. as registered or incorporated.

5.6 All changes/alteration/corrections in the BID shall be signed with date in full by the person or persons signing the bid.

5.7 No erasing and/or overwriting are allowed.

5.8 (Cover 2) Financial Bid document need not be sent offline.

## **6. SELECTION CRITERIA**

**6.1 Technical bid (Cover 1):** Technical bid submitted online will be opened in the Office of the Cantonment Board, Subathu in the presence of Chief Executive Officer/tender opening committee (Bid openers). Any or all present participants or their agent may be present at the time of opening of tender; even if any participant or their agent is absent, the bid will be opened in stipulated time. Technical bid will be opened online first to verify its contents as per requirements. If the various documents contained do not meet the requirements of the Cantonment Board Subathu Cantt, the contractor's financial bid will not be considered for further action.

**6.2 Financial bid (Cover 2):** Financial bid of only those Agency/Contractors who qualified in the technical bid (Cover 1) and original documents submitted in the office , will be opened on the date and time declared in tender notice. If the financial bid i.e. BOQ could not be opened due to "Document Decryption Failed" reason and if minimum three financial bids i.e. BOQ opened successfully then the tender will succeed for further action. The failed bid/bids shall be considered to be rejected.

Cantonment Board, Subathu is not responsible for any postal delay or delay due to link failure/internet problem etc. in respect of submission/receipt of any documents or in submission of e-bid. It is the responsibility of the Bidder to make sure that the required documents/ e-bid shall be submitted in time.

Tender Opening committee constituted by the **Cantonment Board Subathu** will examine the entire proposal on the basis of:

- a) Credentials of the Agency/Contractor and the key personnel.
- b) Past experience in similar business.
- c) Methodology to be applied for execution.
- d) The quality of the services.

## **7. EARNEST MONEY DEPOSIT (EMD) AND TENDER FORM FEE**

7.1 Tender Form Fee of Rs. 1000/- in the form of Cash Deposit receipt (Cantt. 4-B) or Demand Draft issued by any scheduled/ Nationalized Bank in favor of Chief Executive Officer,

Subathu payable at State Bank of India, Subathu is to be submitted physically in the office of Cantonment Board Subathu on account of Tender form downloaded from the CPP portal

- 7.2 Each BID must accompany EMD in the form of Demand Draft /FDR duly pledged of **Rs.20,000/-** issued by any scheduled/ Nationalized Bank in favor of Chief Executive Officer, Subathu Cantonment Board.
- 7.3 Receipt of Tender form Fee and EMD shall be submitted with the **Part I- Technical BID. BID submitted without these two type of fees, as mentioned above will not be considered for evaluation and shall be rejected summarily.**
- 7.4 The EMD of un-successful Bidders shall be refunded only after the contract has been awarded to the successful Bidder. No interest shall be paid on the EMD.
- 7.5 The EMD of successful Bidder will be discharged upon the Bidder's accepting the award & signing the Agreement, and furnishing the Contract Performance Security. No interest shall be paid on the EMD.

## **8. VALIDITY OF BID:**

Bid submitted by Bidder shall remain valid for acceptance for a period of 120 (One Hundred Twenty) days from the date of opening of the BID. Bidders shall not be entitled during the said period to revoke or cancel the BID or to vary the same or any term thereof without the consent in writing to the Cantt. Board Subathu.

## **9. RIGHT OF THE OFFICE TO ACCEPT OR REJECT THE BIDS:**

**The Cantonment Board Subathu** reserves the right to accept/reject any or all the BIDs received without assigning any reason whatsoever. The BIDs, in which any of the particulars and prescribed information is missing or is incomplete in any respect and/or the prescribed conditions are not fulfilled, shall be considered non-responsive and are liable to be rejected. BIDs, not meeting the BID evaluation criteria as stipulated in the document shall be summarily rejected.

Even though the Bidding Firm meets the pre-qualifying Criteria, they could be disqualified if they have:

- 9.1 Made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements.
- 9.2 Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc.
- 9.3 Submitted the proposal, which is not accompanied by the required documentation or is non-responsive.
- 9.4 Submitted the proposal, which is not accompanied by the Bid Security of requisite value and in acceptable format. Failed to provide clarifications related thereto.
- 9.5 Been black listed/barred by GOI/Any State Govt./PSU/Government Body as on date of submission of the bids.

- 9.6 If any such information which would have entitled Cantt. Board Subathu to reject or disqualify the Bidding Firm becomes known after the Bidding Firm has been qualified, Cantt. Board Subathu the right to cancel the qualification of the Bidding Firm at any later stage.

## **10. CONTRACT SECURITY DEPOSIT**

**An amount equal to 5% of the annual contract value** shall be deposited by the Agency/Contractor with Cantt. Board Subathu as security deposit and the same shall be refunded to the Agency/Contractor by the Cantt. Board Subathu after successful completion of the contract.

## **11. INSTRUCTIONS TO BIDDER**

- 11.1 Technical bid and financial/price bid will be submitted concurrently, duly digitally signed in the website portal [www.eprocure.gov.in/cppp](http://www.eprocure.gov.in/cppp) . The tender document may be downloaded from website & submission of technical bid / financial bid as per Tender time schedule.
- 11.2 Tenders are to be submitted online through the website stated above. All the documents uploaded by the Tender inviting Authority form an integral part of contract Agency/Contractors are required to upload all the tender documents alongwith the other documents, as asked for in the tender, through the above website within stipulated date and time as given in the Tender Notice
- 11.3 The Agency/Contractor shall carefully go through the documents and prepare the required documents, and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated location of Technical Bid. He needs to fill up the % age rates, downloaded for the financial Bid in the designated cell and upload the same in designated location of financial bid.
- 11.4 The documents uploaded must be virus scanned and digitally signed using the Digital Signature Certificate (DSC) by the authorized signatory.
- 11.5 For submission of e-tender, bidders are requested to get themselves registered with [www.eprocure.gov.in](http://www.eprocure.gov.in) website alongwith class-II/III Digital Signature Certificate (DSC) issued by authorized issuing authority under IT Act 2003.
- 11.6 For complete details, refer website [www.eprocure.gov.in](http://www.eprocure.gov.in) at CPP portal.
- 11.7 The Cantt. Board may issue amendment / errata to the tender documents before due date of submission of tender. The Agency/Contractors are required to read the tender documents in conjunction with amendments, if any, issued by the Cantt. Board The Agency/Contractor is not supposed to incorporate any amendment / errata in the body of tender documents either in ink or pencil. In case the Agency/Contractor on the body of tender incorporates amendments/errata issued, they shall not be considered and the amendment / errata issued by the Cantt. Board shall only hold good. The amendments/errata issued to these documents if any would be uploaded on web site of <http://eprocure.gov.in/eprocure/app>. and will also be uploaded on Cantonment Board web site [www.cbSubathu.org](http://www.cbSubathu.org).The contractors shall visit these sites from time to time to see these amendments/erratas.

- 11.8 The bidders are required to upload the completed documents only after satisfying each and every condition laid down in the tender documents.
- 11.9 Cantonment Board Subathu / CEO reserves the right to postponed and / or extend the date of receipt of opening of tenders or to withdraw the tender notice, without assigning any reason thereof. In such cases, the bidders shall not be entitled to any form of compensation from the Cantonment Board.
- 11.10 Transfer of Tender document purchased by one Bidder to another is not permissible.
- 11.11 Similarly, transfer of BID submitted by one Bidder to another is also not permissible. No Alteration in the essence of BID, once submitted shall be permissible. In case the Bidder transfers the BID or modifies/withdraws during the period of validity, his EMD shall be forfeited.

## **12. SPECIAL INSTRUCTIONS TO THE CONTRACTORS/BIDDERS FOR THE E-SUBMISSION OF THE BIDS ONLINE THROUGH THIS EPROCUREMENT PORTAL**

- 12.1 Bidder should do Online Enrolment in the Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline /SafeScript/TCS.
- 12.2 Bidder then logs into the portal giving user id / password chosen during enrollment.
- 12.3 The e-token that is registered should be used by the bidder and should not be misused by others.
- 12.4 DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.
- 12.5 The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
- 12.6 After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
- 12.7 The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.



- 12.8 If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online on the portal or on <http://eprocure.gov.in/eprocure/app.or> [www.cbSubathu.org](http://www.cbSubathu.org).
- 12.9 Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF formats.
- 12.10 Bidder should arrange for the EMD and tender fee as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
- 12.11 The bidder should read the terms and conditions and accepts the same to proceed further to submit the bids.
- 12.12 The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
- 12.13 There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
- 12.14 It is important to note that, the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids, Which are not Frozen, are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.
- 12.15 The Contract provides for Offline payments, the details of the Earnest Money Deposit (EMD) in the form of Demand Draft/FDR from the Scheduled bank drawn in favour of Chief Executive Officer, Subathu Cantonment Board, tender fee in the form of Cash Deposit Receipt (Cantt. 4-B) and Registration fee of firm with Cantt. Board in the form of Cash Deposit Receipt (Cantt. 4-B) be submitted physically to the Cantt. Board and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected
- 12.16 The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
- 12.17 The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
- 12.18 At the time of freezing the bid, the e-Procurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.

- 12.19 After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
- 12.20 Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
- 12.21 The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
- 12.22 The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
- 12.23 The bidders are requested to submit the bids through online e-Procurement system to the TIA well before the bid submission end date and time (as per Server System Clock).

Sd/xxx

CHIEF EXECUTIVE OFFICER  
CANTONMENT BOARD SUBATHU

Aforementioned conditions are acceptable to me.

**Signature of Contractor**

**Letter of Application**

(Letter head paper of the Bidder including full postal address, telephone, fax, e-mail addresses)

Date:.....

To

The Chief Executive Officer,  
Cantt. Board Subathu,  
Solan – 173206 (H.P.)

Mam,

1. Being duly authorized to represent and act on behalf of .....(hereinafter “the Bidder”), and having reviewed and fully understood all the qualification information provided, the undersigned hereby apply to be qualified by you as a prospective bidder for the project involving **“Supply of 500 copies of Coffee Table Book”**
2. Attached to this letter are copies of original documents defining:
  - a) The applicant’s legal status
  - b) The principal place of business; and
  - c) The place of incorporation (for bidders who are corporations); or the place of registration and the nationality of the owners (For bidders who are partnerships or individually -owned firms)
  - d) MOU (in case of Consortium/Joint Venture)
  - e) All documents as specified in Tender Document from F2 to F7 and from Page No. 03-12 duly signed
3. Cantt. Board Subathu and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and client regarding any financial and technical aspects. This letter of any institution, to provide such information deemed necessary to verify statements and information provided in this application, or with regard to the resources, experience and competence of the Bidder.
4. This application is made in the full understanding that:
  - a) Bids of all bidders will be subject to verification, by CANTT. BOARD SUBATHU, of all information submitted for qualification at the time of bidding;
  - b) CANTT. BOARD SUBATHU reserves the right to:
    - Amend the scope of work under this project; in such event, bids will only be called from qualified bidders who meet the revised requirements; and
    - Reject or accept any application, cancel the qualification process, and reject all applications;
7. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

**Signed**

**Name**

**For and on behalf of (name of Bidder)**

(on the letter head of the Bidder)

**General & Financial Information**

All individual firms are requested to complete the information in this form and duly certify the financial information by the Chartered Accountant. The information supplied should be the annual turnover for the Bidder for the past three years, in terms of the amounts billed to clients for each year for work in progress or completed, in Indian Rupees.

1. Firm Particulars

**No. Particulars**

- 1 Name of the Firm \_\_\_\_\_
- 2 Head office address: \_\_\_\_\_
- 3 Telephone: Contact: \_\_\_\_\_
- 4 Fax: E-mail: \_\_\_\_\_
- 5 Place for incorporation/registration: \_\_\_\_\_
- 6. Year of incorporation/registration: \_\_\_\_\_

13. A Power of Attorney authorizing the signatory of the bid to commit the Bidder(s).

14. Annual Turnover (in Indian Rupees): For the last three years ending (31/03/2017)

15. Attach Brochure and details of the Firm pertaining to Ownership structure, business areas/activities, business growth revenue details, staff details and capability statement.

16. Details of Contacts for the firm:

**Contact Person**

- Contact A
- Contact B
- Contact C
- Contact D

**Contact Address**

- Address, Telephone, Facsimile, E-mail
- Address, Telephone, Facsimile, E-mail
- Address, Telephone, Facsimile, E-mail
- Address, Telephone, Facsimile, E-mail

**Signed  
Name**

**For and on behalf of (name of Bidder)**

(on the letter head of the Bidder)

**General Experience Record**

Bidders should provide information on undertaking construction of similar projects in last three years (Separate Sheets for each project to be attached giving following details). A summary is to be provided in following format.

<b>Year</b>	<b>Name of Work</b>	<b>Name of Client With contact details</b>	<b>Contract No. and Date</b>	<b>Value of Contract in (In Rs.)</b>	<b>Date Started</b>	<b>Date Completed</b>	<b>Remarks</b>

**DETAILS OF REG. FEE/TENDER DOCUMENT FEE AND EARNEST MONEY DEPOSIT**

1. Cantt 4-B Receipt No.( paid in office, not refundable ) against payment of Tender Document Fee downloaded from the CPP portal	:	
3.Earnest Money Deposit		
i) Name of The Bank	:	
ii) Demand Draft No.:	:	
or	:	
FDR No:	:	
iii) Dated:		
iv) Amount:		

Dated:-

**Signature of the Bidder or  
His /Her authorized signatory  
With Seal of the Agency/Contractor**

### BIDDER'S ELIGIBILITY CRITERIA

S. No.	Description	Confirmation (Yes/ No)	Proof attached at Page No.
1.	Does your Agency/Contractor comply with the statutory requirements such as valid Registration PAN/TAN/ and Service Tax Registration authorities and license to execute such contracts?		
2.	Do you have minimum 03 years experience in printing similar kind of books.		
3.	Have you supplied similar kind of books to Govt/Semi govt PSUs ? Have you attached a list of contracts awarded during last 3 years (Name of the organizations)? <i>Form F-3</i>		
4.	Whether the Earnest Money in the form of Bankers Demand Draft/ FDR are enclosed?		
5.	Have you ever been blacklisted by any Govt., Semi-Govt. Deptt., or any other organization ?( Attach documentary proof, Affidivit)		
6.	Whether Form F1 to F6 duly filled enclosed?		
7.	Whether Tender Document duly signed attached?		

Date:

**Signature and Seal of Bidder**

Note: - Enclose copies of the relevant documents.

**NO DEVIATION CONFIRMATION**

To

THE CHIEF EXECUTIVE OFFICER,  
CANTONEMNT BOARD SUBATHU,  
SOLAN -173206(H.P.).

Dear Mam,

I/We understand that any deviation/exception in any form may result in rejection of BID. I/We, therefore, certify that we have not taken any exceptions/deviations anywhere in the BID and I/ we agree that if any deviation/exception is mentioned or noticed, our BID may be rejected.

**(SEAL AND SIGNATURE OF BIDDER)**



### BID Form

To

THE CHIEF EXECUTIVE OFFICER,  
CANTONEMNT BOARD SUBATHU,  
(H.P.).

**SUBJECT: BID FOR SUPPLY OF 500 COPIES OF COFFEE TABLE BOOK**

- 1) Having carefully examined all the BID Documents attached to your invitation to tender for Supply 500 copies of coffee table book, we offer our services for the aforesaid work in conformity with all the terms and conditions stated therein.
- 2) We enclose herewith Rs.20,000 /- (Rupees Twenty Thousand Only) as Earnest Money Deposit in form of Demand Draft /FDR No. \_\_\_\_\_ dated \_\_\_\_\_ issued by \_\_\_\_\_ in favour of **CHIEF EXECUTIVE OFFICER, CANTONEMNT BOARD SUBATHU.**
- 3) We certify that we have carefully read each and every condition and the scope of work given in the Tender document and having understood the same we confirm our acceptance in it without any condition or deviation.
- 4) We agree to keep the BID valid for 120 (One hundred Twenty) days from the date of opening of the BID/Tender and the period shall remain binding.
- 5) We hereby submit our offer and upload **“Schedule of Rates” for Financial Bid in cover 2 as per Schedule ‘A’.**

Witnesses:

For and behalf of:

\_\_\_\_\_

\_\_\_\_\_  
(Signature) (Signature and Seal)

Name \_\_\_\_\_

Address in full \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(on the letter head of the Bidder)

## FORMAT FOR FINANCIAL BID

Tender Name:- **SUPPLY OF 500 COPIES OF COFFEE TABLE BOOK**

Sl. no.	Specification	No. of Units	Unit price In Rupees (including all taxes, Freight and other charges) (in figures)	Total price for 500 units In Rupees (including all taxes, Freight, and other charges) (in figures)	Total price in Rupees(including all taxes, Freight and other charges) (In word)
1.	COFFEE TABLE BOOK AS PER SPECIFICATION	500 NOS.			

**Authorized Signatory  
(With Stamp of the bidder)**

Sd/xxx  
CHIEF EXECUTIVE OFFICER  
CANTONMENT BOARD SUBATHU