

**TENDER NO. CS-T1-AGM AR/2017 DATED 12/05/2017**

**Sub : DESIGN, PRINTING AND SUPPLY OF 41<sup>ST</sup> ANNUAL REPORT – MEMBER’S & COLOUR VERSION FOR THE YEAR 2016-17.**

Sealed Tenders are invited from reputed Printers for **“DESIGN, PRINTING AND SUPPLY OF 41<sup>ST</sup> ANNUAL REPORT – MEMBER’S VERSION & COLOUR VERSION FOR THE YEAR 2016-17”** for Dredging Corporation of India Limited, Visakhapatnam (hereinafter referred to as “DCI” or the “Company” or the “Corporation”) in two cover system, i.e., Technical Bid & Price Bid through e-tender as per the Scope of the work given in the tender document.

2. Tenderers are requested to go through the tender documents in detail, before filling up the tender documents, enclosing relevant supporting documents/ information and giving their offer. The bids should be strictly as per the tender document and no editing, addition, deletion or modification of the tender document as hosted on website/ as given to the tenderer is permitted. If such action is observed at any stage, such tender will not be considered and will be rejected.

3. Tenderers are requested to submit their bid in two cover system - Technical Bid and Price Bid as per the conditions stated in the tender document along with relevant documents and submit their tender electronically on or before the time and date mentioned therein. Addendum, modification, change of last date, if any etc., will be uploaded on the web-site only. Tenderers are requested to verify the website before submitting the tenders.

4. This is an online tender and all the tender documents are to be submitted online only. Even the tender cost/EMD/Security deposit are to be submitted online through RTGS/NEFT and necessary UTR Nos etc., uploaded. The original Bank Guarantee where applicable should be sent to DCI office.

Thanking you,

Yours faithfully,  
For Dredging Corporation of India Limited

(K.Aswini Sreekanth)  
Company Secretary  
Encl: As above

**DREDGING CORPORATION OF INDIA LIMITED  
VISAKHAPATNAM  
(A GOVERNMENT OF INDIA UNDERTAKING)**

**TENDER NO. CS-T1-AGM AR/2017 DATED 12/05/2017**



**TENDER DOCUMENT**

**FOR**

**DESIGN, PRINTING AND SUPPLY OF 41<sup>ST</sup> ANNUAL REPORT –  
MEMBER'S AND COLOUR VERSION FOR THE YEAR 2016-17.**

**ADDRESS TO WHICH TENDER DOCUMENTS ARE TO BE DESPATCHED:**

**COMPANY SECRETARY  
COMPANY SECRETARY DEPARTMENT  
DREDGING CORPORATION OF INDIA LIMITED  
DREDGE HOUSE, PORT AREA  
VISAKHAPATNAM - 530001**

<b>OPENING DATE OF DOWNLOADING OF TENDER DOCUMENTS -</b>	<b>12/05/17-1000 HRS</b>
<b>CLOSING DATE OF DOWNLOADING OF TENDER DOCUMENTS -</b>	<b>30/05/17-1200 HRS</b>
<b>LAST DATE OF UPLOADING OF BIDS -</b>	<b>30/05/17-1500 HRS</b>
<b>DATE OF OPENING OF TECHNICAL BIDS -</b>	<b>31/05/17-1530 HRS</b>
<b>SCHEDULED DATE OF OPENING OF PRICE BIDS -</b>	<b>05/06/17</b>
<b>SCHEDULED DATE OF PLACING WORK ORDER -</b>	<b>09/06/17</b>

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

**TABLE OF CONTENTS**

<b>SECTION - I</b>	<b>NOTICE INVITING E- TENDER.....</b>	<b>2</b>
<b>SECTION - II</b>	<b>INSTRUCTION TO BIDDERS (ITB) .....</b>	<b>4</b>
<b>SECTION – III</b>	<b>SCOPE OF WORK.....</b>	<b>12</b>
<b>SECTION - IV</b>	<b>PREQUALIFICATION CRITERIA .....</b>	<b>15</b>
<b>SECTION-V</b>	<b>SCANNED DOCUMENTS TO BE SUBMITTED / INFORMATION TO BE FURNISHED ALONG WITH TECHNICAL BID TO BE UPLOADED IN THE FOLDER NAMED “ELIGIBILITY DOCUMENTS” .....</b>	<b>16</b>
<b>SECTION-VI</b>	<b>PRICE BID FORMAT .....</b>	<b>19</b>
<b>ANNEXURE – 1</b>	<b>LETTER OF BID AND UNDERTAKING AS TO COMPLIANCE OF CONDITIONS AND NO COUNTER CONDITIONS (LOB) – TO BE GIVEN ON LETTER HEAD OF BIDDER.....</b>	<b>21</b>
<b>ANNEXURE – 2</b>	<b>FORMAT FOR AUTHORISATION TO DSC HOLDER BIDDING ONLINE BY THE PERSON WHO HAS SIGNED LETTER OF BID .....</b>	<b>23</b>
<b>ANNEXURE –3</b>	<b>OTHER UNDERTAKINGS .....</b>	<b>24</b>
<b>ANNEXURE - 4</b>	<b>PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT .....</b>	<b>25</b>

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**SECTION - I NOTICE INVITING E- TENDER**

1. Dredging Corporation of India Limited (hereinafter referred to as "DCI"/ "Company") is a Government of India undertaking under the administrative control of Ministry of Shipping having its registered Office at Core – II, First Floor, Scope Minar, Laxminagar District Centre, Delhi – 110091 and **Corporate office at "Dredge House", Port area, Visakhapatnam – 530001**. Bids are invited under two bid system through E-Tender from the eligible bidders as per eligibility criteria of NIT for design, printing and supply of Members Version (Black and White) and Colour Version of "41<sup>ST</sup> Annual Report – 2016-17." as per the Eligibility Criteria indicated at Section IV & Scope of Work indicated in Section - III.
2. There will be no physical/manual sale of tender document.
3. The complete tender document shall be available on the website of "DCI"- <http://www.dredge-india.com>, Central Public Procurement Portals - <http://www.eprocure.gov.in> and <http://www.tenders.gov.in>
4. The cost of tender document is Rs.265/- (including service tax). The same is to be deposited by the tenderer through online only by NEFT/RTGS to the DCI Bank details given in this document within the due date and time for submission of online offer, failing which the online offer will not be considered.
5. The offers have to be submitted online through the e-procurement portals stated above based on the Tender document, uploaded in websites mentioned above. The tenderer has to get themselves enrolled on the above portal and follow the procedure laid therein for submission of offer. The Online Bidder Enrollment is free of cost and one time activity only.
6. Details of tender:

I	Single Cover/ Two Cover	Two bid system
II	Cost of Tender document	₹265/- (including Service Tax @ 5%)
III	Earnest Money Deposit	₹8000 payable by ECS/NEFT/RTGS.
IV	Security Deposit	10% of the total landed cost payable by ECS/NEFT/RTGS or by way of Bank Guarantee on any Scheduled Bank enforceable at Visakhapatnam payable within 15 days after the issuance of letter of intent.
V	Opening date of downloading	12/05/2017 from 10.00 hours (IST)
VI	Closing date of downloading	30/05/2017 upto 12.00 hours (IST)
VII	Closing date of Submission of bids	30/05/2017 upto 15.00 hours (IST)
VIII	Date & Time of Opening of Technical Bids	31/05/2017 upto 15.30 hours (IST)
IX	Scheduled date of opening of Price bids	05/06/2017
X	Scheduled date of placing work order	09/06/2017

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

XI	Period of the contract	From the date of issue of work order till payment of final bill after receipt of printed annual reports.
XII	Payment	Payment will be made within 30 days of submission of Bill (s) in this regard after satisfactory completion of work and delivery of the annual reports for each of the colour and black and white versions and submission of bills in this regard subject deductions under any of the clauses mentioned in this tender or as mutually agreed upon as the case may be. The payment will be made through Electronic System to the Bank details submitted by the bidder in the bid document. Company reserves the right to deduct any amount pending to be deducted/ recovered from the bill of black and white version in the subsequent bill of colour version.

7. For any clarification please contact (by e-mail/ mobile):-  
COMPANY SECRETARY  
COMPANY SECRETARY DEPARTMENT  
DREDGING CORPORATION OF INDIA LIMITED  
DREDGE HOUSE, PORT AREA  
VISAKHAPATNAM - 530001  
Mobile : 9949825233  
e-mail : sreekanth@dcil.co.in
8. Bids must be submitted online before or up to the scheduled time and date as mentioned above online only. No physical document need to be sent unless asked for. Scanned copy of all the documents to be uploaded online.
9. Bids will be opened online at the scheduled time on the due date of opening as mentioned above.
10. Addendum, modification, change of last date, if any etc., will be uploaded on the web-site only. Tenderers are requested to verify the website before submitting the tenders.
11. In the event of the scheduled due date of opening of bids being declared as a closed holiday for purchasers office or a "bunadh", the due date for opening of bids will be the following working day at the scheduled time.

Note : Dredging Corporation of India Limited reserves the right to:

- i) Cancel or withdraw this enquiry at any stage without assigning any reason whatsoever, and no further correspondence shall be entertained in this regard.
- ii) Reject or accept any tender offer irrespective whether it is lowest/otherwise without assigning any reasons, whatsoever.

\*\*\*



**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

8. No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderers who have downloaded the documents from website. The bidders are advised to see the same websites for corrigendum if any, from where the original tender document has been downloaded.
9. Bidders should download the complete NIT including the Annexures and read carefully before filling the details and uploading the documents.
10. The bidder must upload all the documents required as per the terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.
11. Language: The language of the bid shall be English. All documents uploaded should also be in English language. In case the original document is in a different language, self attested English translation must be furnished.
12. Communication: All communication sent by DCI as well as the e-procurement service provider by post/fax/e-mail/SMS shall be deemed as valid communication. The bidder must provide complete address, fax number, e-mail id and mobile number.
13. User Portal Agreement: The bidders will have to accept unconditionally the on-line user portal agreement which contains the acceptance of all the Terms and Conditions of NIT including Technical, Commercial & General Terms & Conditions and other terms, if any, along with on-line undertaking in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidder on-line in order to become an eligible bidder. No conditional bid shall be allowed/ accepted.
14. DCI Bank account details for submission of Tender Cost/EMD/Security Deposit are as under:-
  - Account Name: DREDGING CORPORATION OF INDIA LIMITED**
  - Bank: SYNDICATE BANK, DCI LTD BRANCH, VISAKHAPATNAM**
  - A/C no: 35833070000014**
  - IFSC Code: SYNB0003583**
  - Swift Code: SYNBINBB032**
15. Cost of Tender Document :
  - a) The cost of tender document of Rs.265 (inclusive of Service tax) is to be deposited by the tenderer only though online by NEFT/RTGS to the DCI Bank details given above within the due date and time for submission of online offer, failing which the online offer will not be considered.
  - b) The alpha- numeric unique transaction reference (UTR) should be filled in the Section V and the scanned copy of the UTR for Tender Cost payment document must be uploaded in the Technical Folder. In case of exemption of Tender Cost, the scanned copy of documents in support of exemption will have to be uploaded in the "Technical Folder" and exempted should be written in the relevant column.**
  - c) The payment of DCI made through online mode must be received in DCI Bank Account before the last date and time of submission of bid failing which online offer will not be considered.
  - d) If the net payment credited to DCI bank account, is found to be less than the stipulated Tender Cost amount of the NIT, the Bid will not be accepted.
  - e) Physical mode of payment i.e Banker cheques or Demand drafts are not acceptable.
16. Earnest Money Deposit: The bidders are required to deposit Earnest Money (EMD) as under: -
  - a. The value of the Earnest Money (EMD) to be deposited by the tenderer shall be Rs. 8,000 (Rupees Eight thousand only). The amount of EMD has

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

to be made online only through online by NEFT/RTGS to the DCI Bank details given above within the due date and time for submission of online offer, failing which the online offer will not be considered.

- b. **The alpha- numeric unique transaction reference (UTR) should be filled in the Section V and the scanned copy of the UTR for EMD payment document must be uploaded in the Technical Folder. In case of exemption of EMD, the scanned copy of documents in support of exemption will have to be uploaded in the “Technical Folder” and exempted should be written in the relevant column.**
  - c. The payment of EMD made through online mode must be received in DCI Bank Account before the last date and time of submission of bid failing which online offer will not be considered.
  - d. If the net payment credited to DCI bank account, is found to be less than the stipulated EMD amount of the NIT, the Bid will not be accepted.
  - e. Physical mode of payment i.e Banker cheques or Demand drafts are not acceptable.
  - f. The EMD of unsuccessful bidders will be refunded through e- payment, after the bidder is declared unsuccessful to the Bank Account of the bidder as provided in Section V.
  - g. For successful bidders, the EMD shall be refunded after receipt of Security/ Performance Guarantee Deposit from the bidder. If the successful bidder so desires, the EMD may be converted into Security/ Performance Guarantee Deposit and the successful bidder will need to deposit only the balance amount of the Security/ Performance Guarantee Deposit after deducting the value of EMD, in the form of online transfer /Bank Guarantee.
  - h. EMD shall be forfeited if any tenderer withdraws their offer before finalization of the tender or fails to submit orders acceptance along with Security Deposit within 15 days from the date of order.
  - i. Earnest Money will not fetch any interest.
- 17. SECURITY / PERFORMANCE GUARANTEE DEPOSIT:**
- a. The successful bidder will have to furnish a Security/ Performance Guarantee Deposit by way of online transfer to the bank account details specified above or by way of a Bank Guarantee for an amount equivalent to 10% of the value of the total landed cost (after finalization) within 15 days after the issue of Letter of Intent notification of award. The amount of Security Deposit (UNLESS MADE BY WAY OF BANK GUARANTEE) has to be made online only by NEFT/RTGS to the DCI Bank details given above within the due date and time failing which the LOI will be withdrawn.
  - b. The scanned copy of the UTR for Security Deposit payment document must be intimated to the Company. Physical mode of payment i.e Banker cheques or Demand drafts are not acceptable.
  - c. This guarantee will be for faithful performance of the contract in accordance with the terms and conditions and technical specification specified in the contract bid documents.
  - d. If Security Deposit is by way of Bank Guarantee, it is to be submitted in the format prescribed at **Annexure -7** Bank Guarantee shall be irrevocable and it shall be from any Scheduled Bank in India and shall be enforceable at Visakhapatnam.
  - e. DCI shall be at liberty to deduct appropriate amount from the Security/ Performance Guarantee Deposit such sums as are due and payable by the successful tenderer to the company as may be determined in terms



**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

- of the contract, and the amount appropriated from the Security Deposit.
- f. DCI shall be at liberty to encash the Bank guarantee either in part/full after providing a notice period of seven days to the party to rectify the defect/deficiency/non-performance or any other action/inaction of any of the terms and conditions of the tender document and/or agreement entered into subsequently thereafter. However if the defect/deficiency/non-performance or any other action/inaction is such that it is to be rectified immediately then the period of seven days is not necessary and the said Bank Guarantee can be enforced forthwith.
  - g. Failure of the successful Bidder to comply with the above requirements shall constitute sufficient grounds for cancellation of the award and forfeiture of the Earnest Money Deposit (EMD).
  - h. The Bank Guarantee shall remain valid upto 31/12/2017 and shall be renewed for a further period, if required so. Security/ Performance Guarantee Deposit or amount of money paid towards Performance Security Guarantee in form of bank draft will be discharged and returned to the successful tenderer after satisfactory performance of the contract for entire contract period from the date of commencement of service.
  - i. Security/ Performance Guarantee Deposit shall not fetch any interest.
18. Bidders are suggested to scan the documents in minimum 100 DPI for maintaining clarity & easy upload. They should check the same regarding the clarity and legibility is not lost during scanning. The scanned copies which are not legible are liable not to be considered and the bid may be rejected.
  19. The offer should be submitted strictly as per the terms & conditions laid down in the tender document, failing which the offer may not be considered. No deviation of the terms and conditions of the tender document is acceptable. Bids having terms and conditions which are in deviations of the tender terms are liable for rejection.
  20. Information/documents are to be furnished serial wise as per the respective annexures of the NIT. If no information or document is applicable against any serial number, please mention – Not Applicable.
  21. All notices to the bidders shall be sent by e-mail only during the process of finalisation of tender by DCI as well as e-procurement portal. Hence Bidders are requested to indicate their valid corporate e-mail- id and mobile no. of authorised representative at Instruction to Bidders for communications through e- mails / SMS alerts (if any).
  22. Modification of the submitted bid shall be allowed online only before the deadline of submission of tender and the bidder may modify and resubmit the bid online as many times as he may wish. Bidders may withdraw their bids online within the last date and time of bid submission.
  23. Submission of Forged/Tampered Documents: Based on undertaking furnished by the bidder in its Technical Bid, certifying the authenticity and statement made in the bid as well as documentary support of such statement submitted with online bid against the tender, DCI, while carrying out evaluation of the offer, shall consider the scanned copies of the documents without any verification with the original. However, DCI reserves the right to verify such documents with the original, if necessary at a later stage for which the bidder shall have to submit the original documents to DCI on demand. If at any point of time during procurement process or subsequently, any information or document submitted by the bidder, is found to be false/incorrect /forged/tampered in any way, the total responsibility shall lie with the bidder and DCI reserves the full right to take penal action as may be deemed fit including rejection of the offer and / or banning the bidder in DCI for future

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

tenders. The penal action may include termination of contract / forfeiture of all dues including EMD/ Security Deposit / banning of the firm along with all partners of the firm as per provisions of law. Further, suitable action may be taken for claiming damages from the bidder.

**24. Bid Opening**

The Technical Bids (Cover-I) will be opened on the pre-scheduled date and time of tender opening. The Technical Bids will be decrypted on-line and will be opened by the "Bid Openers" with their Digital Signature Certificates. The Bidders may view the bid opening remotely on their personalized dash board under the link "Bid Opening (Live)" and can see the documents submitted by all participating bidders.

Price-Bid (Cover-II) will be opened after evaluation of Cover -I. The Cover-II of only the technically qualified bidders shall be opened for which separate intimation will be given to the technically qualified bidders.

The Price Bid of the technically qualified bidders will be decrypted and opened on the scheduled date and after the pre-scheduled time by the "Bid Openers" with their Digital Signature Certificates. The Bidders may view the Price Bid opening online remotely on their personalized dash board under the link "Bid Opening (Live)" and can see the Price-Bid/BOQ submitted by all shortlisted bidders.

**25. VALIDITY:** The offer must remain valid for a period of 90 days from the date of opening of the Technical Bid.

**26. PRICES:** Prices should be quoted in the BOQ (excel sheet) available in the portal at Section VI. Apart from other conditions stated elsewhere in this document, the following are to be carefully read before quoting.

- i. Rates should be valid for entire period of contract. No enhancement will be given during the interim period for whatsoever reason.
- ii. Evaluation of bids will be done based on TOTAL LANDED RATE With Taxes (in INR) as indicated in the above Price format.
- iii. Rates are to be quoted strictly as per the format given above.
- iv. Rates must include all taxes as applicable; except for service tax which shall be payable extra as applicable, if quoted. If not quoted no service tax will be paid and the rate quoted will be construed as inclusive of service tax. If quoted the applicable rate of service tax will be paid.
- v. The rates quoted as above are all inclusive. No separate reimbursement is allowed.
- vi. Computational errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail, and the total price shall be corrected. If there is a mistake in addition / subtraction of the total of unit prices, the unit price shall prevail and total price shall be corrected.
- vii. In case any new Tax (other than Service Tax which is dealt above) becomes payable additionally or replacing any of the existing Taxes and Duties as per any statutory enactment or otherwise, it shall be admissible and paid at actuals on submission of documentary evidence.

**27. TERMINATION FOR DEFAULT:** DCI, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the vendor, may terminate the Contract in whole or in part,

- a) If the bidder fails to deliver any or all of the Products within the period(s) specified in the Contract, or within any extension thereof granted by DCI and/or
- b) If the bidder fails to perform any other obligations(s) under the Contract

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

and/or

c) If the bidder in the judgment of DCI has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

In the event DCI terminates the Contract in whole or in part, DCI may engage another party to undertake the printing job, upon such terms and in such manner as it deems appropriate for the same services and the bidder whose contract is terminated shall be liable to DCI for any excess costs for such Services.

28. **SELECTION OF ANOTHER PRINTER:** In the event of failure of the bidder to perform the services as per the contract for any breach of any clause of the contract, DCI reserves the right to engage any other printer to undertake the services detailed in the contract at the risks and cost of the original bidder. A notice will be given by DCI to the bidder before initiating selection of another printer. On such engagement of another printer, the bidder will be liable to pay the difference in value of the service charge paid at a higher rate, if any. For this purpose, DCI may forfeit any dues payable to the bidder whose contract is terminated to recover this amount.
29. **STATUTORY APPROVAL:** The bidder shall obtain all the required statutory and other clearances/ approvals as may be required from the respective Competent authorities. The bidder shall be responsible for complying with the all clearances obtained by them and also all the applicable/prevaling laws, rules, regulations, policies, procedures and guidelines of the Govt. of India and state where the service is provided .
30. **RELEASE OF INFORMATION:** The bidder shall not communicate or use in advertising, publicity, sales releases or any in medium, photographs or other reproduction or works under the contract or descriptions of the size, dimension, quantity, quality or other information concerning the service,, unless prior written permission has been obtained from DCI. Further, no information pertaining to the contents of the Annual Report shall be disclosed to anybody under any circumstances unless prior written permission has been obtained from DCI.
31. **CONFIDENTIALITY/ NON-DISCLOSURE :** The bidder shall not disclose or rent or lend to any third party, any information, data, record whether in electronic media or any other media related to providing the service to the DCI
32. **NON SOLICITATION :** The bidder shall not solicit or attempt to solicit the services of any employee of the DCI during the tenure of the contract.
33. **TAXES, PERMITS AND LICENSES :** The bidder shall be liable and pay all Indian taxes, duties, levies, and costs lawfully assessed against the bidder in pursuance to the contract. DCI will not pay any extra amount on account of any permits or licenses that is required to be obtained by the bidder in course of execution of the contract except to the extent specified in the Tender/ Agreement.
34. **INTELLECTUAL PROPERTY RIGHTS:** The bidder will indemnify DCI from any claim against it by any third party for any infringement into the Intellectual Property Rights of the party in respect of any software used by the bidder in connection with the contract with DCI.
35. **Shortfall Documents:** DCI may ask for shortfall documents during the evaluation of the bids. These documents shall not be relating to submission of Tender Cost/EMD. Request for documents and the response shall be in writing and no change in the prices of the bid shall be sought, offered or permitted. No modification of the bid or any form of communication with the Purchaser or submission of any additional documents, not specifically asked for by the Purchaser, will be allowed and even if submitted, they will not be considered

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

by the purchaser. These documents are to be uploaded within the specified time period of 5 (five) days. The above documents will be specified on-line under the link -Upload Shortfall Document", by evaluator after scrutiny of bids after opening of Technical (Cover -I), indicating the start date and end date giving 5 (five) days" time for online submission by bidder. The bidders will get this information on their personalised dashboard under "Upload Shortfall Document/Information" link. Additionally, information shall also be sent by system generated email and SMS, but it will be the bidders responsibility to check the updated status/ information on their personalised dashboard at least once daily after opening of bid. No separate communication will be required in this regard. Non receipt of email and SMS will not be accepted as a reason of non-submission of documents within prescribed time. The bidders will upload/re-upload the requested documents within the specified period and no additional time will be allowed for on-line submission of documents. The bidders will upload/re-upload the requested documents within the specified period and no additional time will be allowed for on-line submission of documents. In case the requested documents are not uploaded within the specified period. Then the offer will be evaluated in accordance with NIT terms and conditions based on the documents already submitted at the time of bid opening.

DCI reserves the right to verify any of the documents uploaded by the bidder at any stage. All communication will be on e-mail and SMS basis. No separate communication by courier/speed post/ registered post/ post/ fax will be made in this regard. Non-receipt of e-mail and SMS will not be accepted as a reason of non-submission of documents within prescribed time i.e. within 10 days.

36. **ARBITRATION:** Should any dispute or difference arise between the Corporation and the contractor in connection with this contract, or as to the rights and liabilities of the parties hereto, both parties shall try to resolve the same through mutual discussions and arrive at a settlement which may not be strictly as per the provisions of this tender/ work order but aimed at resolving the differences. Failing, any mutual settlement, the dispute shall be referred to Arbitration as per the provisions of Arbitration and Conciliation Act, 1996, (Act 26 of 1996) as amended by the Arbitration and Conciliation (Amendment) Act, 2015. The Arbitrator/ Tribunal has to give a reasoned award. The Arbitrator/ Tribunal is prohibited from awarding any interest in the award for the pre-reference period, pendent lite, post award period. The venue of the Arbitration will be at Visakhapatnam.
37. **JURISDICTION OF COURTS:** All contracts will be in accordance with the prevalent Indian Laws and all disputes will be subject to the Jurisdiction of Visakhapatnam only.
38. DCI, the Purchaser, reserves the right to accept or reject any or all offers in part or not to make any procurement against this tender, without assigning any reasons. No dispute of any kind can be raised against this right of the buyer in any court of law or elsewhere.
39. Notwithstanding anything said above, DCI reserves the right to follow any guideline or instruction received from the Government or any statutory bodies received from time to time.
40. **Force Majeure:-** If at any time before the actual stipulated date of delivery, the completion of the work is delayed due acts of God, war or other hostilities, civil war, flood, typhoons, hurricanes, storms, earthquakes, tidal waves, landslides, tsunami, fires all the foregoing, irrespective of whether or not these events could be foreseen, at the date of issue of the work order, and in any such case, both the parties will discuss regarding a mutually acceptable

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

new date of delivery. However, if cumulative above force majeure delays exceed 75 days, DCI has the right to rescind the contract. The contractor cannot claim and DCI is not liable to pay for any damages of whatsoever nature that may have been suffered by the contractor due to Force Majeure.

41. Liquidated damages:
  - a)  $\frac{1}{4}$  % of the contract value per day or part thereof of delay on the value of the contract.
  - b) Liquidated damages will be recovered being pre-estimated cost.
  - c) In case of delay beyond 5 days over and above the agreed time schedule, the Company reserves the right to cancel the contract at the risk cost of the party and undertake the printing with any other party. No payment would be made to the existing party in such case and the EMD will be forfeited.
  - d) For levy of liquidated damages, the decision of DCI will be final and binding on the party whether or not DCI suffers any financial loss.
42. Damages for defective work
  - a) Upto 10% of the value of the contract, if the copies are accepted by the Company. Defective work is defined as
  - b) the quality of the paper used and/or the size of the printed copies being different than the technical specifications specified at para 1 above and/or
  - c) the content/text/graphics/images/design of the printed copy being different in full or any part or place from the one certified as “OK” in the final proof.
  - d) For levy of damages for defective work, the decision of DCI will be final and binding on the party whether or not DCI suffers any financial loss due to said the defective work.
43. Notwithstanding anything stated elsewhere in this tender document, DCI reserves the right to terminate the contract before the actual job of printing has begun by giving 3 day’s notice.
44. This work order/contract awarded to the successful party is not transferable. The party to whom the work order is given is not allowed to sub-contract this work by whatever name called to anybody. If it is found that this work is transferred or sub-contracted to anybody at any point of time, DCI reserves the right to cancel the contract with all its consequences including forfeiture of the Security Deposit and carrying out the work for the balance period at the risk and cost of the party whose work order is cancelled plus levy of fine/ claim of damages from the party whose work order is cancelled.
45. The matter for printing both hard copy and soft copy will be supplied to you while placing the order, or soon thereafter. The printer should submit proof(s) to the Company for verification before the Company gives the final strike order. The design for the cover pages of the Annual Report would be provided by DCI.
46. Any change in the constitution of the tenderer shall not be permitted except with the clear written consent of the Corporation.
47. Please go through the tender documents carefully and submit your lowest offer accordingly.

\*\*\*

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

**SECTION – III SCOPE OF WORK**

1	Subject of Tender	Design, Printing and supply of Members version (black and white) & Colour version of “41 <sup>st</sup> Annual Report-2016-17”
2	No. of Copies to be printed and number of pages per copy.	<p>i) Members Version (Black and white) (English) : 23,500 (approx.) of 70 pages each</p> <p>ii) Colour Version: 700 (approx) of 76 pages each.  English Version – 600 (of which 100 copies are to be bound with 100 Hindi Copies)  Hindi Version – 100 to be bound together with 100 English copies.</p> <p>The contents/ text and layout for both the color and black and white version will be same and the color of text in both the versions will be black. However, only photographs to be printed in color, chairman’s speech etc requiring about 4/6 extra pages, as per requirement will be added for color version.  The actual number of copies and pages to be printed will be confirmed at the time of giving final strike order and payment will be made accordingly.</p>
3	Size	<p>i) Members version: ¼ Demy size</p> <p>ii) Colour version: ¼ Demy size</p>
4	Specifications of paper to be used	<p>i) Members version: 60 GSM Maplitho paper for both inside and cover pages.</p> <p>ii) Colour Version: Inside colour pages 90 GSM Art paper all finished with silk coat both sides. Printing will be done with text superimposed on photograph.  Cover 4 pages with 220 GSM Art Card paper with U/v spot lamination all finished with silk coat both sides</p>
5	Mode of binding	<p>i) Members version: Centre pinning</p> <p>ii) Colour Version: Perfect Binding</p> <p>100 Annual reports (Hindi and English) English and Hindi should be bound in single copy each for submission to Parliament. Rest 500- English are to be bound separately.</p>
6	Variations	The actual no. of copies and pages to be printed would be informed at the time of giving the final strike order. The overall increase/decrease is not expected to be over <b>5,000</b> copies for Members version and 150 copies for Colour version. The overall increase/decrease in number of pages is not expected to be over 8 pages per copy for both versions. Payment will be regulated as per the actual number of copies and pages printed.
7	Time of printing and delivery	<p>The tentative time of printing is as under:-</p> <p><b>For Black and white- Members version:</b> Last week of July 2017 to be delivered within five working days from the date of strike order or such other time as may be specified by Company Secretary</p> <p><b>For Color Version</b> – Second week of September 2017 to be delivered within ten working days from the date of strike order or such other time as may be specified by Company Secretary</p>

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

8	Place of Delivery	<p><b><u>Black and white - Members Version- All except 850 copies:-</u></b></p> <p>Karvy Computershare Private Limited,  Unit- Dredging Corporation of India Limited,  Karvy Selenium Tower B  Plot No. 31 to 32  Gachibowli Financial district  Nanakramguda  Hyderabad – 500032.  Attn: Mrs. C.Shobha Anand, Asst.General Manager  (or such other place in the city of Hyderabad as may be informed by Karvy Computershare Private Limited)</p> <p><b><u>750 Copies:-</u></b>  K. Aswini Sreekanth  Company Secretary  Dredging Corporation of India Limited  Dredge House, Port Area,  Visakhapatnam – 530001.</p> <p><b><u>100 Copies:-</u></b>  C.B. Sharma,  Joint General Manager (IT),  Dredging Corporation of India Limited  Core -2, 1<sup>st</sup> Floor, SCOPE MINAR,  Plot No. 2A &amp; 2B, Laxmi Nagar District Centre  Delhi – 110092</p> <p><b><u>COLOUR Version</u></b>  <b>475 – Colour English and 25 – Colour English and Hindi Combined</b>  K. Aswini Sreekanth  Company Secretary  Dredging Corporation of India Limited  Dredge House, Port Area,  Visakhapatnam – 530001.</p> <p><b><u>25 Copies of Colour English version and 75 copies – Colour English and Hindi Combined</u></b>  C.B. Sharma,  Joint General Manager (IT),  Dredging Corporation of India Limited  Core -2, 1<sup>st</sup> Floor, SCOPE MINAR,  Plot No. 2A &amp; 2B, Laxmi Nagar District Centre  Delhi – 110092</p>
9	Eligible parties and pre-qualification criteria	<p>Reputed parties having experience in Printing of Annual Reports for Large Companies, PSUs etc. Only parties who satisfy and comply with the Pre-Qualification criteria as stated at Section – III of this tender document will be technically qualified. Only those parties who are technically qualified will be considered for opening of price bids.</p>

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

10	Method of evaluation for technically qualified bidder	<p>The price bids of those parties which are opened will be evaluated on the basis of the lowest offer (L-1) received as per the amounts quoted in price bid.</p> <p>In case of more than one bid is L1 then reverse auction will be conducted amongst the bidders who have quoted the same L1 price and such bidders will be required to reduce the price on lumpsum basis. The L1 bidder after reduction will be considered for award of the work. Even if this fails, then the tender will be discharged.</p> <p>DCI reserves the right to have negotiations with L1 party if the amount quoted by the party is found to be on the higher side.</p>
11	Letter of Intent/Work Order	Letter of Intent will be issued to the finalized L1 party. Confirmatory work order will be issued only after submission of the Security Deposit of the requisite amount in full.
12	Modality of tender	The successful bidder to whom the work order is awarded is required to undertake the work of printing and supply of 41 <sup>st</sup> Annual Reports – both Member and Colour version of the company for the year 2016-17 as per the quality, quantity and time frame mentioned in the tender document.

\*\*\*



**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**SECTION - IV      PREQUALIFICATION CRITERIA**

The following are the basic prequalification criteria for a bidder to be technically qualified :-

- I    **Experience Criteria :-** The tenderer should have successfully executing printing jobs of Annual Reports of Companies/ Scheduled Banks costing not less than ₹3.00 lakh (three Lakh) of single work-order in each of the last three financial years i.e 2014-15, 2015-16 & 2016-17 for both Members version and colour version.  
Scanned copies of Purchase Orders (containing both quantity and value) and/or Bills (containing both quantity and value) and colour scanned copies (if the Annual Report is not black and white) of the first five pages of the Annual Report to be uploaded for Members version and copies of colour Annual Report to be enclosed to the Technical Bid. Tenders submitted without the above supporting documents are liable to be rejected.
  
- II   **Turnover Criteria:-**Average Annual turnover of the tenderer for the last three financial years i.e 2013-14, 2014-15 & 2015-16 should be atleast ₹5.00 Lakhs p.a.

Self attested copies of Audited Balance Sheet and Profit and Loss account for the said three years to be uploaded.

The tenderer is required to fulfill the above pre-qualification criteria and submit the information/documents with regard to pre-qualification criteria etc., in the Technical Bid cover as stated in Section – V failing which his bid may not be considered/ he may be technically disqualified.

\*\*\*

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**“41<sup>ST</sup> ANNUAL REPORT- 2016-17”**

**SECTION-V**

**SCANNED DOCUMENTS TO BE SUBMITTED / INFORMATION TO BE FURNISHED ALONG WITH TECHNICAL BID TO BE UPLOADED IN THE FOLDER NAMED “ELIGIBILITY DOCUMENTS”**

- Note:** - 1. THIS SECTION SHOULD BE FILLED ON THE LETTER HEAD OF THE BIDDER, SIGNED AND UPLOADED ALONG WITH THE DOCUMENT STATED HEREIN.  
 2. PLEASE UPLOAD THE DOCUMENTS IN THE SAME ORDER AS STATED HEREIN I.E., THE STARTING PAGES SHOULD BE THIS SECTION V DOCUMENT DULY FILLED IN AND SIGNED FOLLOWED BY ALL THE ATTACHMENTS STATED HEREIN IN THE SAME ORDER STATED BELOW. ALL SCANNED COPIES SHOULD BE SERIALLY NUMBERED AND THE PAGE NUMBERS TO BE GIVEN IN THE SPECIFIED COLUMN IN SECTION V.  
 3. ALL FIELDS ARE TO BE COMPLUSORILY FILLED. IF ANY INFORMATION IS NOT APPLICABLE/ NOT AVAILABLE/NIL, PLEASE WRITE – NOT APPLICABLE/ NOT AVAILABLE/NIL AGAINST THE PARTICULAR COLUMN.

Sl.N os	Particulars	Columns to be filled in wherever applicable			Page Nos of scanned copies		
					From	To	
1	Particulars of Tenderor			Scanned copies Not necessary			
	A	Name of the PARTY					
	B	Postal Address					
	C	Authorised person's name					
	D	Authorised person's designation					
	E	Telephone Number					
	F	Mobile Number					
	G	e-mail address					
2	Tender Cost – Rs.265. Provide the UTR number along with date of online transfer and attach the scanned copy	UTR No : Date :					
3	EMD – Rs.8000 Provide the UTR number along with date of online transfer and attach the scanned copy	UTR No : Date :					
4	Scanned copy of the complete Tender document signed on each page with Tenderer's seal in token of acceptance of all the conditions of the Tender document.						
5	The tenderer should have successfully executing printing jobs of Annual	Sl.N o	Name of the Comp	PSU/Ot her	Year of work and cost in Rs.		
					14-	15-	

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

	any/ Bank	15	16	17		
<p>Reports of Companies/ Scheduled Banks costing not less than Rs.3.00 lakh (Rupees three Lakh) of single work-order in each of the last three financial years i.e 2014-15, 2015- 16 &amp; 2016-17. Copies of Purchase Orders (containing both quantity and value) and/or Bills (containing both quantity and value) along with colour scanned copies (If the Annual Report is not black and white) of the first five pages of the Annual Report are to be uploaded. Tenders submitted without the above supporting documents are liable to be rejected</p>	1					
	2					
	3					
	4					
	5					
6	<p>Average Annual turnover of the tenderer for the last three financial years i.e 2013-14, 2014-15 &amp; 2015-16 should be atleast Rs.5.00 Lakhs p.a. Self attested copies of Audited Balance Sheet and Profit and Loss account for the said three years to be uploaded.</p>	2013-14	2014-15	2015-16		
7	Bank Details (Please provide the information against each column)				Scanned copies Not Necessary	
	1	Name of the Bank				
	2	Name of the Branch				
	3	Bank Address				
	4	Bank Account No				
5	IFSC Code/ RTGS Code					
8	Pan Card No. (Scanned Copy of relevant document issued by the relevant authority issuing the number to be attached)					
9	Service Tax/ VAT Registration number issued by respective authorities (Scanned Copy of relevant document issued by the concerned authority issuing the number to be attached)					

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

10	<i>Annexure – 1 :-Letter of Bid (LOB)</i> A scanned copy (on the letter head of the bidder and duly signed) of the declaration by the tenderer as to compliance of all conditions and having put no counter conditions in the format specified signed by a person competent and having the "Power of Attorney" to bind the bidder. Scanned copy of such a "Signed & Stamped with the seal of the company" LOB along with "Power of Attorney" are to be uploaded during bid submission in Cover-I. This will be the covering letter of the bidder for his submitted bid. The content of the "Letter of Bid" uploaded by the bidder must be the same as per the format downloaded from website and it should not contain any other information. If there is any change in the contents of Letter of Bid uploaded by bidder as compared to the format of Letter of Bid uploaded by the department with NIT document, then the bid may be liable for rejection.		
11	<i>Annexure – 2:- FORMAT FOR AUTHORISATION TO DSC HOLDER BIDDING ONLINE BY THE PERSON WHO HAS SIGNED LETTER OF BID</i>		
12	Annexure – 3:- Other Undertakings :		
13	Annexure- 4:-. PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT (on 100/- Non-judicial stamp paper)		

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**SECTION-VI PRICE BID FORMAT**

TO BE ENTERED ONLY IN THE BOQ IN PRICE BID FILE SEPARATELY. NOTHING TO BE ENTERED HERE.

<b>Price Schedule</b>											
(This BOQ template must not be modified or replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the bidder name and values only)											
S.No	Item Description	Item Code/Make	Quantity (A)	Units of Measure	Period or frequency (B)	Basic Rate in figures (To be entered by bidder) (Rs.) (C)	Tax (VAT) Rate (in %) (To be entered by the bidder, if applicable) (D)	Total Tax (VAT) (Rs.) (E = F X D)	Total Amount without Taxes (Rs.) (F = A X B X C)	Total amount inclusive of all taxes, Packing and forwarding (Rs.) (G = E + F)	Total amount in words
1	2	3	4	5	6	7	8	9	10	11	12
1	<p><b>Members version :</b>                      As per Scope of work. (All inclusive including packing and forwarding charges)</p> <p>Amount will be paid for the actual number of copies printed. The variation in number of copies to be printed is expected to be not more than 3000. The per copy rate will be proportionate to the actual number of pages printed in multiples of four pages</p>	Item 1	23500	Per book of 70 pages	1						

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

2	<p><b>Colour Version:</b>  <u>English</u>  As per Scope of work. (All inclusive including packing and forwarding charges)  Amount will be paid for the actual number of copies printed. The variation in number of copies to be printed is expected to be not more than 200. The per copy rate will be proportionate to the actual number of pages printed in multiples of two pages</p>	Item 2	600	76	1						
3	<p><b>Colour Version:</b>  <u>Hindi</u>  As per Scope of work. (All inclusive including packing and forwarding charges)  Amount will be paid for the actual number of copies printed. The per copy rate will be proportionate to the actual number of pages printed in multiples of two pages</p>	Item 3	100	76	1						

\*\*\*

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**ANNEXURE – 1 LETTER OF BID AND UNDERTAKING AS TO COMPLIANCE OF**  
**CONDITIONS AND NO COUNTER CONDITIONS (LOB) – TO BE**  
**GIVEN ON LETTER HEAD OF BIDDER.**

Dated \_\_\_\_\_

To

M/s. Dredging Corporation of India Ltd.,  
Visakhapatnam

Sir,

We hereby confirm having read by us read and/or explained to us so far all the terms and conditions stated in the tender documents in the connection with the subject tender and agree to be abide unconditionally the terms and conditions stated therein.

2. Should this tender be accepted, we hereby agree to abide by and fulfill the terms and conditions and other provisions contained in the tender documents, which have been read by me/us read and/or explained to me/us so far as they are applicable. In default of compliance any of these conditions, we agree to set off the extra cost if any, for carrying out the work at my/our risk and cost against the Security Deposit available with the Dredging Corporation of India Limited, or its successors and to pay the DCI or its successors on demand as debt due any amount required to meet the extra cost of carrying out the work over and above Security Deposit furnished by me/us.

3. We hereby confirm having read and understood all the terms and conditions of the tender and abide by these terms and conditions. All the pages in the tender documents have been initialed/signed and stamped in token of acceptance of the terms and conditions of the tender documents.

4. We confirm that if any information or document submitted is found to be false / incorrect, the said offer shall be considered absolutely null & void and action as deemed fit may be taken against us including termination of the contract, forfeiture of all dues including EMD / Security Deposit and Banning of our firm and all partners of the firm as per provisions of law.

5. We hereby confirm that we have not put/ specified/ laid down any counter conditions and we accept the tender conditions and agree to abide by the same

Thanking you,

Yours faithfully,

Place :

Date : SIGNATURE OF THE TENDERER WITH SEAL, NAME AND ADDRESS

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

- Note:** 1. This letter should be on the letterhead of the Bidder and should be signed by a person competent and having the Power of Attorney to bind the Bidder. It should be submitted by the Bidder with its bid along with Power of Attorney. In case the person who has signed LOB is not bidding himself and has authorized another person to bid online on his behalf, then the further authorization on non- judicial stamp paper duly notarized (as per Annexure-2) by the person signing the LOB in favour of person bidding online, is required to be uploaded.



**DREDGING CORPORATION OF INDIA LIMITED  
TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17  
DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF  
"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**ANNEXURE – 2    FORMAT FOR AUTHORISATION TO DSC HOLDER BIDDING  
ONLINE BY THE PERSON WHO HAS SIGNED LETTER OF BID**

**(On Rs. 100/- NON JUDICIAL STAMP PAPER )**

We do hereby authorise Ms/Mr/..... Address  
..... for online bidding on behalf of us for the e-tenders  
invited by DCI for the subject tender.

Name, Signature & Seal of the person who has signed Letter  
of Bid

And is Authorising the DSC Holder for online  
bidding.

Name, Signature/ & Seal of the DSC Holder Authorised for online bidding

Signature & Seal of the PUBLIC NOTARY



**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

**ANNEXURE - 4                      PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT**

**(To be executed on Rs.100/- Non-Judicial Stamp Paper)**

NOTE: The Bank Guarantee should be issued by a Nationalised Bank and enforceable at Visakhapatnam.

In consideration of Dredging Corporation of India Limited, a Company incorporated under the Company's Act 1956 and having its Head Office at Dredge House, port Area, Visakhapatnam – 530001 (hereinafter called the "DCI" having awarded the work for \_\_\_\_\_ (name of work) of Tender No. \_\_\_\_\_ dated \_\_\_\_\_ vide work order issued vide letter no. \_\_\_\_\_ dated \_\_\_\_\_ to M/s. \_\_\_\_\_ (indicate Name & Full Address of the Tenderer) (hereinafter called the said "Tenderer") exempt from payment under the terms and conditions of the said tender dated \_\_\_\_\_ No. \_\_\_\_\_ made between the DCI and the Tenderer for \_\_\_\_\_ (herein after called the said "Tender") of Security Deposit in cash for the due fulfillment by the said Tenderer of the terms and conditions contained in the said Tender on production of a Bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

We \_\_\_\_\_ (indicate the name of Bank) (hereinafter referred to as "the Bank") at the request of M/s. \_\_\_\_\_ the said Tenderer do hereby undertake to pay to the DCI an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the DCI by reason of any breach by the said tenderer of any of the terms or conditions contained in the said tender.

2. We \_\_\_\_\_ do hereby undertake to pay the amounts due and \_\_\_\_\_ (indicate the name of Bank) Payable under this guarantee without any demur, merely on a demand from the DCI stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the DCI by reason breach by the said Tenderer of any of the terms or conditions contained in the said Tender or by reason of the Tenderer's failure to perform the said Tender. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.

3. We undertake to pay to the DCI any money so demanded not withstanding any dispute or disputes raised by the said Tenderer in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment thereunder and the said Tenderer shall have no claim against us for making such payment.

4. We \_\_\_\_\_ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Tender and that it shall continue to be enforceable till all the dues of the DCI under or by virtue of the said Tender have been fully paid and its claim

**DREDGING CORPORATION OF INDIA LIMITED**  
**TENDER NO. CS-T1-AGM AR/2017 dt 12/05/17**  
**DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF**  
**"41<sup>ST</sup> ANNUAL REPORT- 2016-17"**

satisfied or discharged or till the DCI certifies that the terms and conditions of the said Tender have been fully and properly carried out by the said Tender and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before \_\_\_\_\_, we shall be discharged from all liability under this Guarantee thereafter.

5. We \_\_\_\_\_ (indicate the name of Bank) further agree that the DCI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Tender or to extend time of performance by the said Tenderer from time to time or to postpone for any time or from time to time any of the powers exercisable by the DCI against the said Tenderer and to forbear or enforce any of the terms and conditions relating to the said Tender and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Tenderer or for any forbearance, act or omission on the part of the DCI or any indulgence by the DCI to the said Tenderer or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Tenderer.

7. We, \_\_\_\_\_ (indicate the name of Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the DCI in writing.

8. This Guarantee will remain in force until 31/12/17 unless discharged earlier by the company. All claims under this guarantee shall be made by Regd. Post/ Hand Delivery against acknowledgement/ by courier. Notwithstanding what is stated above, our liability under this guarantee will be limited to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

Date the \_\_\_\_\_ day of \_\_\_\_\_ 2017

For \_\_\_\_\_  
(indicate the name of Bank)