

**TENDER NO. CS-T1-AGM AR/2019 DATED 03/06/2019**

**Sub : DESIGN, PRINTING AND SUPPLY OF 43<sup>rd</sup> ANNUAL REPORT -BLACK & WHITE MEMBER'S VESRION & COLOUR VERSION FOR THE YEAR 2018-19.**

Sealed Tenders are invited from reputed Printers for **“DESIGN, PRINTING AND SUPPLY OF 43<sup>rd</sup> ANNUAL REPORT – MEMBER’S VERSION & COLOUR VERSION FOR THE YEAR 2018-19”** 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 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 on or before the time and date mentioned therein.

4. Tenders submitted without Tender cost/ EMD will be summarily rejected. Tender Cost/EMD to be submitted by NEFT/RTGS or any other electronic mode only. Demand Draft/ Cheque /Cash will not be accepted and will be tender submitted with Demand Draft/ Cheque /Cash rejected.

5. Addendum, modification, change of last date, if any etc., will be uploaded on the web-site and intimated through e-mail. Tenderers are requested to verify their email website before submitting the tenders.

Thanking you,

Yours faithfully,  
For Dredging Corporation of India Limited

-sd-

(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/2019 DATED 03/06/2019**



**TENDER DOCUMENT**

**FOR**

**DESIGN, PRINTING AND SUPPLY OF 43<sup>rd</sup> ANNUAL REPORT –  
MEMBER'S AND COLOUR VERSION FOR THE YEAR 2018-19.**

**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>LAST DATE FOR RECEIPT OF TENDER DOCUMENT-</b>	<b>17/06/19-1500 HRS</b>
<b>DATE OF OPENING OF TECHNICAL BIDS -</b>	<b>17/06/19-1530 HRS</b>
<b>SCHEDULED DATE OF OPENING OF PRICE BIDS -</b>	<b>20/06/19</b>
<b>SCHEDULED DATE OF PLACING WORK ORDER -</b>	<b>24/06/19</b>

**DREDGING CORPORATION OF INDIA LIMITED**  
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**“43<sup>rd</sup> ANNUAL REPORT- 2018-19”**

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**“43<sup>rd</sup> ANNUAL REPORT- 2018-19”**  
**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 cover system from the eligible bidders for design, printing and supply of Members Version (Black and White) and Colour Version of “43<sup>rd</sup> Annual Report – 2018-19.” as per the Eligibility Criteria indicated at Section IV & Scope of Work indicated in Section - III.
2. The complete tender document shall be available on the website of “DCI”- <http://www.dredge-india.com>,
3. Details of tender:

I	Single Cover/ Two Cover	Two bid system
II	Cost of Tender document	Rs.250 + 18% GST payable by way of ECS/NEFT/RTGS or any other electronic mode only to the account number given at Sl.No. V
III	Earnest Money Deposit	Rs.8000 payable by way of ECS/NEFT/RTGS or any other electronic mode only to the account number given at Sl.No. V
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. Confirmation of work order will be issued after receipt of the full Security Deposit.
V	Account No. to which Tender Cost/ EMD to be transferred	<b>Account Name: DREDGING CORPORATION OF INDIA LIMITED</b> <b>Bank: SYNDICATE BANK, DCI LTD BRANCH, VISAKHAPATNAM</b> <b>A/C no: 35833070000014</b> <b>IFSC Code: SYNB0003583</b> <b>Swift Code: SYNBINBB032</b>
VI	Last date of Submission of bids	17/06/2019 upto 1500 hours (IST)
VII	Date & Time of Opening of Technical Bids	17/06/2019 1530 hours (IST)
VIII	Period of the contract	From the date of issue of work order till payment of final bill after receipt of printed annual reports.
IX	Payment	Billing may be done separately for black and white and colour versions and 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. If split work orders are issued then payment will be made within 30 days of submission of bills by the respective parties after satisfactory completion of work.
X	Place at which the bid documents are to be submitted	COMPANY SECRETARY COMPANY SECRETARY DEPARTMENT DREDGING CORPORATION OF INDIA LIMITED DREDGE HOUSE, PORT AREA VISAKHAPATNAM - 530001

4. Tender shall be submitted in two covers. Cover-I – Technical bid and Cover-II – Price Bid. Both the covers of the tender shall be sealed individually and superscribed in bold letters as “COVER-I – TECHNICAL BID” or “COVER-II – PRICE BID” as the case may be. Both the sealed covers shall be put in another cover, super-scribed in bold letters with the name of the work as TENDER NO. CS-T1-AGM AR/2018 dt 26/4/18, DESIGN, PRINTING AND SUPPLY OF MEMBERS (BLACK & WHITE) & COLOUR VERSION OF “43<sup>RD</sup> ANNUAL REPORT- 2018-19” along with the name of

**DREDGING CORPORATION OF INDIA LIMITED**  
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**“43<sup>rd</sup> ANNUAL REPORT- 2018-19”**

- the tenderer and sealed. Tenders submitted in open covers shall be summarily rejected.
5. The tender shall be sent so as to reach the address mentioned at and by the time and date mentioned in Section – I. Tenders received beyond specified time and date shall be summarily rejected. The Company shall not be in any way responsible for postal delays. The technical bid will be opened at the time and place mentioned in Section- I Tenders have to be sent by post/courier/handed over personally to/at the above address in closed cover as specified above. Quotations received by E-mail/ Fax would not be accepted and would be rejected.
  6. Cover-I shall be marked as TECHNICAL BID and shall contain documents / information as stated in Section V
  7. Cover-II shall be marked as PRICE BID and shall contain price schedule as per Section VI of tender document enclosed, duly filled in under each head and signed with company's/firm's seal/stamp.
  8. On evaluation of technical bid, the price bids of the technically qualified bidders will be opened at a later date which will be communicated to all the technically qualified bidders.
  9. For any clarification please contact COMPANY SECRETARY, Mobile : 9949825233, e-mail : sreekanth@dcil.co.in
  10. Addendum, modification, change of last date, if any etc., will be informed to the bidders by e-mail only and uploaded on the website of the company. Tenderers are requested to verify the website/ their emails 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 “bundh”, the due date for opening of bids will be the following working day at the scheduled time.
  12. 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.

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16. **PRICES:** Prices should be quoted as per the format 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/ VAT which shall be payable extra as applicable, if quoted. If not quoted no service tax/VAT will be paid and the rate quoted will be construed as inclusive of service tax/VAT. If quoted the applicable rate of service tax/VAT 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 of replacement of Service Tax/VAT with any other tax, as per any statutory enactment or otherwise, it shall be admissible and paid at actuals on submission of documentary evidence.
17. **LETTER OF INTENT / WORK ORDER:** The Letter of Intent will be issued to the bidder who has been finalized based on the price bids. The bidder to whom the Letter of Intent is issued needs to submit the Security Deposit within 15 days of the issue of letter of intent. On receipt of the Security Deposit, confirmatory work order will be issued. The letter of intent will be cancelled if the security deposit is not received within the said period of 15 days.
18. **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 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.
19. **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.
20. **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/prevailing laws, rules, regulations, policies, procedures and guidelines of the Govt. of India and state where the service is provided .
21. **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.
22. **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
23. **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.

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24. **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.
25. **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.
26. **Shortfall Documents:** DCI may ask for shortfall documents/ information during the evaluation of the bids. Request for information and the response shall be in writing through email. The documents, if required need to be submitted in physical copy. 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 by the purchaser. The bidders will need to submit the additional documents/ information sought within the specified period stated in the request and no additional time will be allowed. 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.
27. **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.
28. **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.
29. 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.
30. 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.
31. **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 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.
32. **Liquidated damages:**
  - a) 1% of the contract value per week or proportionally for any 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.
  - 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.
33. **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.



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- 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.
34. 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.
35. 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.
36. The matter for printing both hard copy and soft copy will be supplied to the printer 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.
37. Any change in the constitution of the tenderer shall not be permitted except with the clear written consent of the Corporation.
38. Please go through the tender documents carefully and submit your lowest offer accordingly.

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**SECTION – III SCOPE OF WORK**

1	Subject of Tender	Design, Printing and supply of Members version (black and white) & Colour version of “43 <sup>RD</sup> Annual Report- 2018-19”
2	No. of Copies to be printed and number of pages per copy.	<p>i) Members Version (Black and white) (English) : 21,000 (approx.) of 60 pages each</p> <p>ii) Colour Version: 600 (approx) of 76 pages each.  English Version – 600  Hindi Version – 100 to be bound together with 100 English copies included in above 600.</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 header and footer for each page in colour version will be in colour.</p> <p>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>B&amp;W book size (completed): 10.5" x 8"</p> <p>Color book size (completed) :11.75" x 8.25" ( A4 SIZE )</p>
4	Specifications of paper to be used	<p>i) Members version: 60 GSM Maplitho milk white paper for both inside and cover pages.</p> <p>ii) Colour Version: Inside colour pages 90 GSM milk white Art paper all finished with silk coat both sides. Printing will be done with text superimposed on photograph.</p> <p>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 colour 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 variation in number of copies to be printed is expected to be not more than 3000 for Members Version and 200 copies for colour version. The per copy rate will be proportionate to the actual number of pages printed in multiples of four pages for Member’s version and multiples of two pages for colour version.
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> First week of July 2019 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> – Third week of August 2019 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>
8	Place of Delivery	<p><b><u>Black and white - Members Version-</u></b>  <b><u>All except 600 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>

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		<p><b><u>500 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	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 – IV of this tender document will be technically qualified. Only those parties who are technically qualified will be considered for opening of price bids.
10	Method of evaluation for technically qualified bidder & Splitting of the tender	<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> <p>DCI also reserves the right to split the work for sl.nos (i) and (ii) and award the work separately to respective L1 bidders at negotiated price.</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. If the Security deposit is not submitted within the time stated in the Letter of intent, DCI reserves the right to cancel the Letter of Intent.
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 43 <sup>rd</sup> Annual Reports –

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		both Member and Colour version of the company for the year 2018-19 as per the quality, quantity and time frame mentioned in the tender document.
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**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 / Organizations costing not less than Rs.2.00 lakh (Two Lakh) of single work-order or Rs.3.00 Lakhs (Three Lakh) of Two Work orders in each of any three financials years of 2015-16, 2016-17, 2017-18 & 2018-19.
  
- II     Turnover Criteria**:-Average Annual turnover of the tenderer in each of any three financial years 2015-16, 2016-17, 2017-18 & 2018-19 should be atleast Rs.5.00 Lakhs p.a.

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.

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**DREDGING CORPORATION OF INDIA LIMITED**  
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**THIS SECTION SHOULD BE FILLED ON THE LETTER HEAD OF THE BIDDER**

**SECTION-V DOCUMENTS TO BE SUBMITTED / INFORMATION TO BE FURNISHED ALONG WITH TECHNICAL BID .**

SI.N os	Particulars	Columns to be filled in wherever applicable					
<b>1</b>	Particulars of Tenderor						
	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						
<b>2</b>	Tender Cost – Rs 250 + 18% GST aggregating to Rs.295 Provide the UTR number along with date of online transfer and attach the scanned copy	UTR No	:				
		Date	:				
<b>3</b>	EMD – Rs.8000 Provide the UTR number along with date of online transfer and attach the scanned copy.	UTR No	:				
		Date	:				
<b>4</b>	Complete Tender document signed on each page with Tenderer's seal in token of acceptance of all the conditions of the Tender document.						
<b>5</b>	The tenderer should have successfully executing printing jobs of Annual Reports of Companies/ Scheduled Banks / Organizations costing not less than Rs.2.00 lakh (Two Lakh) of single work-order or Rs.3.00 Lakhs (Three Lakh) of Two Work orders in each of any three financials years of 2015-16, 2016-17, 2017-18 & 2018-19.  Copies of Purchase Orders/ bills along with copies of the Annual Report are to be enclosed. Tenders submitted without the above supporting documents are liable to be rejected	<b>SI.N</b>	<b>Name of the Company/ Bank</b>	<b>PSU/Ot her</b>	<b>Year of work and cost in Rs.</b>		
		<b>1</b>					
		<b>2</b>					
		<b>3</b>					
		<b>4</b>					
		<b>5</b>					
<b>6</b>	Average Annual turnover of the						

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	tenderer in each of any three financial years 2015-16, 2016-17, 2017-18 & 2018-19 should be atleast Rs.5.00 Lakhs p.a.			
<b>7</b>	Bank Details (Please provide the information against each column)			
	1	Name of the Bank		
	2	Name of the Branch		
	3	Bank Address		
	4	Bank Account No		
	5	IFSC Code/ RTGS Code		
<b>8</b>	Pan Card No. (Copy of relevant document issued by the relevant authority issuing the number to be attached)			
<b>9</b>	Service Tax/ VAT Registration number issued by respective authorities (Copy of relevant document issued by the concerned authority issuing the number to be attached)			
<b>10</b>	Annexure – 1:- Other Undertakings :			
<b>11</b>	Annexure- 2:-. PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT (on 100/- Non-judicial stamp paper)			

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**SECTION-VI**

**PRICE BID FORMAT**

S.No	Item Description	Quantity	Basic Rate per book (₹)	GST Rate (in %)	Total Amount without Taxes (₹) (3 X 4)	Taxes (₹) (5 X 6)	Total amount (₹) (6 + 7)	Total amount in words
1	2	3	4	5	6	7	8	9
1	<b>Members version</b> Per book of 72 pages	21000						
2	<b>Colour Version: English</b> Per book of 76 pages	600						
	<b>Colour Version: Hindi</b> Per book of 76 pages	100						

The detailed Scope of work is at Section III.

The rate are all inclusive including packing and forwarding charges and delivery at places mentioned of the number of copies specified in section III

Amount will be paid for the actual number of copies and pages printed. The variation in number of copies to be printed is expected to be not more than 3000 for Members Version and 200 copies for colour version. The per copy rate will be proportionate to the actual number of pages printed in multiples of four pages for Member's version and multiples of two pages for colour version.

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**ANNEXURE –1 OTHER UNDERTAKINGS**  
**(TO BE GIVEN ON LETTER HEAD OF THE "BIDDER")**

Dated \_\_\_\_\_

Dredging Corporation of India Ltd.,  
 "Dredge House", Port Area,  
VISAKHAPATNAM-530001.

I/We hereby confirm having read by me/us read and/or explained to me/us so far all the terms and conditions stated in the documents in connection with the subject Tender Ref No. No. \_\_\_\_\_ dated \_\_\_\_\_ and hereby declare/state/ undertake as under:-

1 I/we further confirm and declare that all the Tender documents have been signed.	
2. We have not been banned or de-listed by any Government or Quasi-Government agencies or PSUs including DCI" in the last three financial years	YES/ NO (Strike off as may be applicable) If YES, the details to be furnished.
3. We (in case of firm- this is applicable to the promoters or persons who have controlling interests in the firm) are not related to any Officer of Dredging Corporation of India Ltd., or any Officer of the rank of the Deputy Secretary or above in the Ministry of Shipping, Government of India and also certify that we do not have any relatives employed in DCI. (Relative to have the same definition as under Companies Act.	YES/ NO (Strike off as may be applicable) If YES, the shall furnish the details with name and nature of relationship.
4. With reference to your subject Tender we hereby give an Undertaking that we have not made any payment or illegal gratification to any person/authority connected any with the Tender Process so as to influence the tender process and have not committed any offence under the Prevention of Corruption Act in connection with the Tender. We also do under take that we shall disclose if any payment made or proposed to be made to any intermediaries (agents etc.) during the tender process in connection with this Tender.	
5. With reference to subject Tender, we hereby certify that, we do not have any current litigation with the company.	YES/ NO (Strike off as may be applicable) If YES, please furnish the details of litigation:
6 I/we hereby give consent that my/our response to this Tender may not be considered by the Company/ Assignment, if awarded be cancelled if it has been found any of the undertaking(s)/information/document(s) given in/along with this TENDER has been found to be wrong, misleading, incorrect, manipulated, forged or has been obtained by any improper means whatsoever	

Thanking you,  
 Yours faithfully,

SIGNATURE OF THE "BIDDER" WITH SEAL

Place :

Date :



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8. This Guarantee will remain in force until 30/09/18 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 \_\_\_\_\_ 2019

For \_\_\_\_\_

(indicate the name of Bank)