



ECONOMIC RECONSTRUCTION AGENCY
(Government of Jammu and Kashmir)



TENDER

FOR DESIGNING, PRINTING AND SUPPLY OF COFFEE TABLE BOOKS

(TENDER NO: ERA/CEO/1420/Adm/1563)

PART-I - TECHNICAL PROPOSAL

and

PART-II - PRICE PROPOSAL

Prepared and Issued by:

Jammu and Kashmir Economic Reconstruction Agency
(Government of Jammu and Kashmir)

2nd Floor, JKPCC Building Rail Head Complex Jammu, 180012

PART-I - TECHNICAL PROPOSAL

(In a separate Envelope)

TENDER DOCUMENT FOR DESIGNING, PRINTING AND SUPPLY OF COFFEE TABLE BOOKS FOR J&K ERA

TENDER NO: ERA/CEO/1420/Adm/1563

Date: 09.03.2019

Tenders are invited for & on behalf of Jammu and Kashmir Economic Reconstruction Agency (Government of Jammu and Kashmir) from bonafide, experienced & reputed agencies / Publishing houses / Individuals/ proprietor firms/ societies/companies/ book houses registered with concerned statutory authorities for the job given below:

1.0 **BRIEF DETAILS OF THE TENDER:**

Name of Work	DESIGNING, PRINTING AND SUPPLY OF COFFEE TABLE BOOKS FOR J&K ERA.
Tender No	TENDER NO: ERA/CEO/1420/Adm/1563
Earnest Money Deposit	Rs. 16000/- (Rs Sixteen Thousand Two Hundred only) in favor of J&K ERA, payable at Jammu from Nationalized Indian Bank
Issue Of Tender Document	Bidders can get the hard copy from the office of Director (Finance) from 11/03/19 at 1100 hrs. Bidders can also download the document from ERA website (one day before last date of bid submission). However, only hard copy submission shall be accepted and will be received at 2nd Floor, JKPC Building Rail Head Complex Jammu, Pin Code: 180012
Pre proposal meeting	A pre proposal meeting shall be held on 25/03/2019 at 11.30 a.m. to discuss and clarify any issue related to the proposal. Bidders may also send the queries on mail id contact@jkera.org To seek clarification. The clarification received on 25/03/2019 till 1300 hrs shall only be considered
Submission of Bids	Bids shall be submitted latest by 10.04.2019 at 15.00 Hrs at the address below Chief Executive officer, JK ERA 2nd Floor, JKPC Building Rail Head Complex Jammu, Pin Code: 180012 Part I and Part II of the proposal shall be sealed in two separate envelope and marked respectively as Technical proposal (Part I) and Financial proposal (Part II). These two envelopes shall be kept in a single envelope and sealed.
Time for Opening of tender (Part-I & Part- II)	Part-I i.e. Technical proposal of the tender shall be opened on 10.04.2019 at 1530 hours. Part-II (financial proposal) of the acceptable bidders shall be opened at a later date, which shall be informed.
Technical Presentation	Tentative Date will be intimated

Cost of Document	Rs. 500/- + 12% GST extra. Those Bidders who download the document online shall submit the demand draft in favour of J&K ERA payable at Jammu and non submission will result in proposal being invalid
Address for communication	Chief Executive officer, JK ERA 2nd Floor, JK PCC Building Rail Head Complex Jammu, Pin Code: 180012 Phone no. 0191-2475521 E-mail: contact@jkera.org
EARNEST MONEY DEPOSIT (EMD)	Amount of EMD to be deposited with the Tender will be as per para 2.0 below

2.0 EMD (EARNEST MONEY DEPOSIT)

- a) EMD of Rs. 16000/- (Rupees Sixteen thousand Two Only) shall be deposited along with the Tender by Demand Draft in favour of J&K ERA, payable at Jammu from nationalized/ scheduled Indian bank. The envelope containing the EMD should reach the office on or before 10.04.2019 by 1500 Hours.
- b) J&K ERA reserves the right to solicit additional information from Bidders.
- c) J&K ERA reserves the right to accept or reject any or all bids; and to select the Bidder(s) which, in the sole opinion of the Project, best meets the project's interest. J&K ERA also reserves the right to negotiate with potential Bidders so that its best interests to fulfill the need of project are served.

3.0 Security Deposit

- a) The performance security deposit shall be at 2% of total award value.
- b) As soon as the tender is accepted, the bidder shall be advised to deposit the amount equivalent to 2% of the value of the Work Order at accepted rates within 10 days of receipt of work order.
- c) This performance security shall be released 30 days after the successful completion of the contract.
- d) Conditional bids would be rejected outright.
- e) J&K ERA reserves its right to withdraw / cancel / alter the bid document at any stage.
- f) J&K ERA reserves the right to summarily reject offer received from any bidder on national security considerations, without any intimation to the bidder.

4.0 Overview of Jammu and Kashmir Economic Reconstruction Agency

J&K ERA is an executing agency for the implementation of externally funded infrastructure projects in the state. The agency has so far completed the projects funded by Asian Development Bank (ADB) which includes the mega projects related to construction of Semi-Automatic parking, Storm water drainage projects, flyovers, laying of water transmission lines, overhead tanks, improvement and up gradation of roads, development of sanitary landfill sites etc in Srinagar and Jammu cities. The Agency intends

to prepare a Coffee Table Book on its achievements by capturing the works that have been either completed or are under execution in Jammu/Srinagar.

Suggested list of works that are to be captured in book are annexed (annexure A). List is illustrative and not exhaustive.

5.0 Qualification Requirements:

The registered agencies / Publishing houses / Individuals/ proprietor firms/ societies/companies/ book houses that intend to participate shall meet the following qualifying requirements and shall submit substantiating documents in support of their claim, along with their bid.

5.1 Experience Criteria

The bidder should possess experience of having completed similar publication/ assignment with following minimum cost during the last five years:

1. Three similar works each of 30% of contract value
OR
2. Two similar works of 40% of contract value
OR
3. One similar work of 50% of contract value

NOTE: Tenderer should submit sample booklets/ books and copy of work order etc. towards proof of having successfully completed the publication.

The copies of Work Orders, attached with the Tender document, must be supported with attested completion certificates with value in rupees, issued by the concerned departments/organizations OR True copies (Self attested) of the bills raised against the attached Work Orders with Bank statement showing receivables against the invoices raised for each work order. Work orders should reflect total value of the jobs awarded to the bidder.

5.2 Technical Criteria:

Experience of having executed designing, printing and supply of fine quality booklets/books during any of the last three preceding financial years.

A. Financial Criteria:

Average Annual turnover of the Bidder in the three preceding financial years i.e. 2015-16, 2016-17 and 2017-18 shall not be less than Rs. 12 lakhs.

6.0 SUBMISSION OF TENDER

- 6.1 The tender document shall be submitted physically or by post so as to reach ERA office on the date and time mentioned above in the table. ERA will not be responsible for any postal delay. Late submission shall not be entertained.

6.2 J&K ERA reserves the right to accept or reject any Tender in part or full, without assigning any reason whatsoever.

Thanking you,

**Chief Executive Officer
Economic Reconstruction
Agency
2nd Floor, JKPCC Building Rail
Head Complex Jammu, Pin
Code: 180012**

Date:
Place: Jammu

7.0 BID SUBMISSION

The Bidding Document shall be submitted to J&K ERA office along with supporting documents. Requisite Earnest Money Deposit shall be submitted by Demand Draft at 2nd Floor, JKPCC Building Rail Head Complex Jammu, 180012

Bid shall be submitted in two envelope as per following:-

1 Technical Proposal

This should have technical and financial details, Experience and financial criteria including all supporting documents. Copy of original Bidding Document duly **signed & stamped on each page of document without filling the prices.**

2 Financial Proposal

The Bidder shall submit only price/ rates without any condition, condition indicated (if any) in this part shall not be taken cognizance of.

8.0 PLACE & ADDRESS FOR SUBMISSION OF BID

Documents to be submitted in the shape of hard copy on or before 10.04.19 @ 15:00 Hrs at **2nd Floor, JKPCC Building Rail Head Complex Jammu, Pin Code: 180012**

9.0 Tender/Bid and proposal would mean the same for the purpose of this assignment

10. OPENING OF BIDS

Unpriced Part of the offer (i.e. Part – I: Technical proposal) shall be opened on the last date for submission of tender bid. During the opening, only name of Bidder and whether EMD is furnished shall be informed and no other details/ information shall be given.

Price Part of the Technical-financial acceptable bidders shall be opened at a later date, to be communicated after Technical evaluation of their offers. During opening of Price, Part name of Bidder and Total prices shall be read. No other details / information shall be given.

11. EVALUATION OF TENDERS & AWARD OF WORK

- a. Technical criteria** – A committee approved by CEO, J&K ERA will undertake the screening of all the tenders based on the qualifying criterion. The bidders must meet all qualifying criterion. Any bidder not meeting any of the qualification requirements will not be short-listed for the pitch presentation to the management approved evaluation committee and further evaluation.

12. Selection Procedure:

Stage 1: The bidders short listed by the Evaluation committee after Technical Evaluation (Part-I) will be invited for making a presentation on the scope of work, which should include concept, creativity and design. Each bidder will be given a maximum of 15 minutes duration to make the pitch presentation to the evaluation committee or to the members nominated by CEO JK ERA.

Stage: I Technical Evaluation and Selection Procedure – Marking for Technical Evaluation

S. No	Particulars	Weight
1	Average annual turnover of 3 financial years i.e. 2015-16 to 2017-18.	10
2	Relevant Experience	
	Completion Certificates/ Proof of works	20
	Total	30

Agencies Securing above 60% of the marks will be qualified to give pitch presentation of the concept. For the above criteria the bidder needs to submit the following documents

- 1) Company profile
- 2) Proof of experience Designing, Printing and Supply of High Quality Books/ Booklets.

Marking for evaluation of concept:

1	Works executed	
	□ Quality of design	5
	□ Quality of printing	5
2	Proposed design	
	• Creativity	5
	• Innovation	5
	Total Marks	20

□ Bidders are advised to make their presentation and bring along samples of the works executed based on the aforesaid parameters.

□ The bidder will be evaluated against 50 marks i.e. bidder have to secure Minimum 60% marks for technically qualifying for opening their price bid.

□ However, the decision of the Evaluation Committee will be final and binding.

□ Bidders are advised to quote the rate to the nearest rupee.

- In case the rates quoted by the two or more bidders are same, such bidders shall be required to submit discounts in sealed envelope.

Stage II- Financial Evaluation- Marking

Financial Proposals shall be opened publicly in the presence of the bidders representatives who choose to attend. The name of the bidders shall be read aloud.

FINANCIAL DETAILS

ANNUAL TURNOVER STATEMENT

The Bidder shall indicate here the turnover during preceding 3 years based on the audited balance sheets & profit & loss account statement. Copy of audited balance sheets including profit & loss account is to be attached.

FINANCIAL YEAR	ANNUAL TURNOVER	REMARKS
2017-2018		
2016-2017		
2015-2016		

Note: Bidder should submit the relevant document(s) like Balance Sheet in support of the turnover.

(Stamp & Signature of Bidder)

13.0 SCOPE OF WORK

13.1 Scope of work is given below: -

- The coffee table book includes the works of photographs and activity details.
- 400 COPIES OF COFFEE TABLE BOOKS AS PER SPECIFICATIONS GIVEN.
- Packaging and delivery of literatures at JKERA office, as per packing details given in the Specifications.

NOTE: Some static database of still photographs is available in the office and latest HD photographs of projects executed shall have to be taken out by the firm itself.

14.0 DELIVERY PERIOD:

- The first design to be submitted within 45 working days from the date of award of work after incorporation of comments. Second final design to be submitted in 15 days.
- The books to be delivered within 30 days from final approval of design.

15.0 PERIOD OF CONTRACT:

- 15.1 The total period of contract will be till three month after allotment subject to satisfactory performance.

TECHNICAL SPECIFICATIONS FOR DESIGNING, PRINTING AND SUPPLY OF COFFEE TABLE BOOK

Sr. No	Name of Work	Designing, printing including Conceptualization, Editing, lay outing and supply of coffee table book
1	Quantity	400 Copies
2	Layout/Concept designing	to be designed by agency/firm/individual as per requirements/ briefings of the agency 3 options for cover and 3 options for layouts for inside papers
3	Size/Lay out	11.4" x 11.4" (finished size) with hard casing
4	Paper & Pages	(i) Inner Pages: 170 GSM Imported Matte (ii) Cover – 300 GSM Imported Matte (UV coating on cover)

5	Colour Scheme	Inner Pages: 4 to 5 colours Leaf printing and UV coating as per requirement Inner titles: 4 to 5 colours
6	Offset Printing of Photographs Charts & Drawings	To be designed/created by the agency, anywhere and in any size as per requirement /design
7	No. of pages	100 (+/- 5) pages approx. (excluding cover)
8	Language	English
9	Lamination/Varnishing	Cover Matte lamination + UV
10	Binding	Section sewn with good quality library bookstyle with head and tail bands. Flat spine bound with hard case binding machine i.e. perfect binding in juice bandi with hard case.
11	Proof Reading	It will be the sole responsibility of the agency/firm/ printer. Dummy print to be provided before final printing
12	Liaison	It will be the responsibility of the Agency/firm/Printing to Collect & deliver the proofs of each & every related job

Signature of the printer

PART-II - PRICE PROPOSAL

(To be submitted in a separate Envelope)

SCHEDULE FOR PAYMENT

- 30% of the payment will be released after the approval of the final draft, 70% at the time of completion of work/delivery of copies of Coffee Table Books.
- Quoted rates for all the items to be supplied by the Publisher shall remain firm till the completion from the date of issue of work order. These rates shall be inclusive of all taxes, duties, levies, GST etc.
- The Tenderer must ensure to quote the final tendered amount against this tender as per the price Bid format. In the absence of this, offer submitted by the tenderer is liable for rejection.

Schedule of Rates

S. No	Description	A/U	Rate of Book	No of Books	Total Amt.
1	Designing, Printing & Supply of Coffee Table Book	Book		400	

		In Figures	In Words
1.	Grand total (In Rupees)	(Inclusive of Taxes)	(Inclusive of Taxes)

Notes:

- (i) The above quoted rates are to be inclusive of all taxes and duties etc.
- (ii) In case the rates quoted by the two or more bidders are same, such bidders shall be required to submit discount in a sealed envelope.
- (iii) TDS to be deducted as per rules.
- (iv) Print ready CD shall be provided as inputs for printing of literature. The parties are required to do the necessary corrections/addition/deletion as per the requirement of JKERA.

(STAMP & SIGNATURE OF BIDDER)

Tentative list of Projects-(Annexure-A)

S.no	Name of the Sub-project	Location	District
1	1.8 MGD Boria Intake	Boria near Bahu Fort	Jammu
2	Tube Wells	1. Greater Kailash 2. Science College	Jammu
3	Over Head Tanks	1. Tube well-9 at Gandhi Nagar 2. Ajeet Nagar 3. Parade	Jammu
4	GLSR	1. Near Relief Comm. Office 2. Sitli 3. CPS Narwal	Jammu
5	Drainage	1. Janipur Nallah 2. Roop Nagar Nallah 3. Landoi-Choi Nallah	Jammu
6	PHE Machinery	1. Company Bagh 2. CPS Muthi	Jammu
7	Special Feeders	Receiving Station Boria	Jammu
8	Equipment	1. Water Tankers 2. Back Hole Loaders 3. Suction cum jetting Machine	Jammu
9	Public Toilets	1. GMC 2. Gole Market	Jammu
10	Roads	1. Baribrahmana Bishna Road 2. Sidhra Surinsar Mansar 3. Kalibari Kathua 4. Udampur Ramnagar 5. Chennani Sudhmaha Dev	1. Jammu 2. Jammu-Udhampur 3. Kathua 4. Udampur 5. Udhampur
11	Bridges	1. Khagote Nallah 2. Kooh Nallah 3. Devak Nallah	1. Udhampur 2. Udhampur 3. Samba
12	STP	Bhagwati Nagar	Jammu

13	Machinery	1. Medical College 2. Dhontli 3. Narwal	Jammu
14	OHT	1. Delli 2. Fruit Mandi Narwal	Jammu
15	NRW	1. Sitlee	Jammu
16	SCADA	1. Control Room X-EN Mech. South Gandhi Nagar 2. CPS Narwal 3. CPS Channi	Jammu
17	Manifolds	1. Mohinder Nagar 2. Sarwal 3. Shakti Nagar CPS Medical	Jammu
18	Drainage	1. Channi-Thanger Nallah 2. Gangyal Nallah	Jammu
19	Sewer Lines	1. Bakshi Nagar 2. Rehari	Jammu
20	Flyover	Bikram Chowk	Jammu
22	Semi-Automatic Multi Level Parking	City Chowk	Jammu

S. No	Name of the Project	Location	District
1	Jehangir Chowk Rambagh Flyover	Along the corridor of the project from Jehangir Chowk to Rambagh. Casting site at Kralpora	Srinagar
2	Construction of Grade separator at TRC	Near Radio Kashmir	Srinagar
3	Mechanized car parking facility at KMDA	KMDA Adda Lal Chowk	Srinagar
4	Doodhganga Water supply scheme	Kralpora Water treatment plant, Nawhar Chadoora	Budgam
5	Up gradation of 23 No. pumping stations	Rajbagh, High land motors, Jawahar Nagar, etc. and other 20 locations.	Srinagar
6	Construction of Storm Water Drainage project from Chanapora-Rawalpora	Afandi Bagh on NH bye pass, Alamdar Colony Rawalpura, etc.	Srinagar
7	Construction of Storm Water Drainage project at Athawajan near	Athwajan and adjacent areas	Srinagar
8	Sanitary Landfill Site, Achan, Srinagar	Achan	Srinagar
9	Laying of Rangil Water Transmission pipeline.	Rangil, Palapora pipe rack, Rangil Water treatment plant	Srinagar
10	Storm Water Drainage projects in Srinagar	Tengapora, Bemina, Chanapora, Alamdar Colony, Afandi Bagh	Srinagar
11	Papchan Bridge	Papchan	Bandipore
12	Soafshali Bridge	Kokernag	Anantnag
13	Bijbehara -Langanbal road	Bijbehara	Anantnag
14	Handwara - Zachaldar road	Handwara	Kupwara
15	Qazigund- Kulgam road	Kulgam	Kulgam
16	Wonpoh- Chawalgam -Aharbal road	Kulgam	Kulgam
17	Humhama- Budgam- Arizal road	Budgam, Arizal	Budgam