

UT Administration of Daman & Diu  
O/o the Assistant State Project Director,  
Samagra Shiksha,  
Directorate of Education,  
Daman.

No. DE/ADM/SS/LEP/2018-19/2301

Date: 27/11/2018

**E-TENDER (ONLINE) INVITATION NOTICE**

On behalf of the President of India, the District Project Officer, Samagra Shiksha, Daman District has invited the tender along with samples from the interested Manufacturers/Authorized Suppliers for **Printing and Supply of Reading Cards for Class I-II, III-V and VI-VIII categories** through online e-tender on the website <http://ddtenders.gov.in> on or before **17/12/2018 upto 13.00 Hrs.** e-Tender Notice also available on [www.daman.nic.in](http://www.daman.nic.in).

Sr. No	Description	Quantity and Specifications	Earnest Money Deposit	Tender fee (Non - Refundable)	Time-limit
1.	Printing and supply of Reading Cards, for Class I-II, III-V and VI-VIII categories	As per Annexure I	Rs. 15,000/-	Rs. 500/-	30 days from the issue of order

Starting Date of Online Downloading and Uploading of Tender Documents	26/11/2018
Date of Pre-bid Meeting	05/12/2018 at 11.00 Hrs
Last Date for submission of Clarification ( On discussion in the Pre-bid Meeting)	10/12/2018 at 11.00 Hrs
Date of Ending Online Uploading of Tender Documents	17/12/2018 till 13.00 Hrs
Date of Physical submission of Tender fees, EMD and Samples	17/12/2018 till 15.00 Hrs
Date of Online Opening of Technical Bid	18/12/2018 at 15.00 Hrs
Date of Presentation and Demo	Will be intimated to qualified bidders on 21/12/2018 at 11.00 Hrs
The Online Technical Bid received without scanned copies of tender fees, EMD and mandatory documents shall not be considered for evaluation. List of mandatory documents are specified in the terms and conditions enclosed herewith.	
Bidders have to submit price bid in Electronic Format <b>only</b> on website till the last date and time for submission. Price Bid in Physical format shall not be accepted in any case. The price bid shall be opened of those firms/agencies which are qualified in technical bid and sample.	
The tender inviting authority reserves the right to accept/reject any or all tenders without assigning any reason thereof.	
The tender form along with all details including schedule and terms & conditions can be down loaded from the website <a href="http://ddtenders.gov.in">http://ddtenders.gov.in</a>	
In-case any difficulty or issue in handling of the GePNIC portal, 24 x 7 Help Desk number 0120-4200462, 0120-4001002, 0120-4001005 and 0120-6277787 may be contacted or NIC, Daman may be conducted on phone or through email to support-gepnice-dd@nic.in.	

Sd/-

District Project Officer  
Samagra Shiksha,  
Daman

Copy to:

- (1) The SIO (NIC) Secretariat, Daman for publishing/ listing on the official website of Daman-Diu and Dadra Nagar Haveli Administration.
- (2) The Secretary (Education), UT of Daman & Diu for kind information.
- (3) The Office Copy.



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**TERMS AND CONDITIONS FOR PRINTING AND SUPPLY OF READING CARDS, CLASS  
I-II, III-V AND VI-VIII CATEGORIES.**

1. The rate (s) quoted should be imply inclusive all taxes, free delivery, F.O.R. Daman including Transportation, loading/unloading etc. The rate will be valid and operative for one year from the date of issue of supply order.
2. All documents/papers should be put in Technical Bid except the price bid. The Physical document and Technical Bids will opened in presence of Purchase Committee. The Commercial Bid i.e. one line price bid will be opened of those suppliers who have qualified in the Technical Bid.
3. The Earnest Money Deposit for an amount of Rs. 15,000/- (**Rupees Fifteen Thousand Only**) in form of **Fixed Deposit Receipt** only from any **Nationalized Bank/ Scheduled Bank** drawn in favour of the **"District Project Officer, SSA, Daman"** should be enclosed with the Technical Bid of tender. **Tender without E.M.D. or E.M.D in other form will not consider and summarily be rejected.**
4. The Bidder should be a Supplier, Manufacturer or a Whole Sale Dealer of printing materials. Failing to produce such document, the bidder shall be out rightly rejected. No Retailer shall be allowed to participate.
5. Bidder should have turnover of at least **Rs.40.00 Lakh** in each year for the last three financial years. Upload copy of Income Tax paid for the last years along with copy of Turnover Certificate certified by CA.
6. The Bidder should upload the valid Shop & Establishment Certificate, Professional Tax Registration Certificate, VAT Clearance Certificate up to 31.3.2018, GST Registration Certificate. The Pan Card Copy to be submitted on Company Letterhead duly stamped and signed.
7. Bidders have to submit price bid in Electronic Format only on <http://ddtenders.gov.in> website till the last date and time for submission. Price Bid in Physical format shall not be accepted in any case. The price bid shall be opened of those firms/agencies that are qualified in technical bid.
8. The Bidders should furnish Tender Fee in form of Demand Draft, Earnest Money Deposit in form of FDR drawn on any scheduled bank in favor of the **"District Project Officer, SSA, Daman"** payable at Daman in the manner laid down in tender notice. Tenders received without Tender Fees & Earnest Money Deposit will be summarily rejected. The EMD will be refunded to the unsuccessful tenders immediately after the tender is been finalized and on receipt of application from them.
9. The Manufacturers/Whole Sale Dealers/Suppliers intend to participate in the tender shall inspect the sample kept in the Office of the State Project Director, Samagra Shiksha, Secretariat, Moti Daman, Daman before offering of bid. The quality & specifications of the supplies shall be strictly as the sample submitted and as per specification mentioned in the schedule.
10. The successful bidder shall prepare DTP of Reading Cards, strictly as per specification shown in Schedule within one month of the date of issuing order and one copy for proof reading given to the undersigned. Accordingly, approval should be accorded from the undersigned before the printing of materials.
11. The successful bidder has to supply Reading Cards, strictly as per specification shown in Schedule and within prescribed time limit. If the material supplied not found as per the specification, the entire supply order liable for cancellation and E.M.D./S.D. paid will be forfeited to Government and the said agency shall be blacklisted.



12. The successful bidder will have to pay Security Deposit of an amount equal to 10% of the total value of the articles within ten (10) days from the date of demand, failing which order for supply will automatically be cancelled without any intimation. The amount of EMD deposited at the time of tender shall be treated as a part of the Security Deposit. The Security Deposit can be accepted in the form of FDR only drawn from any nationalized bank payable at Daman. The validity of the FDR shall be a minimum of six months.
13. The E.M.D./S.D paid will be refunded only on satisfactorily completion of the supply orders for and on payment of bills of the supplies as to be admitted for payment.
14. No advance payment or part payment will be made. Payment will be made only after full supply as per order given.
15. No form 'D' will be issued.
16. No extra charges for packing, forwarding or insurance etc. will be paid on the rates quoted.
17. In case of failure to Supply of Reading Cards, ordered for, as per conditions and within stipulated time, the same will be procured if required, from the bidder who offered next lowest or from any other sources as may be decided by the Purchase Committee and the loss to Government on account of such purchase(s) shall be recovered from the former supplier's E.M.D./S.D. or bills payable. **The supplier shall have no right to dispute with such procedure.**
18. If at any time, after the order placed for Supply Reading Cards, for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order, the Tender Inviting Officer shall give notice in writing to supplier. The supplier shall have no any claim for compensation by reason of any alteration which shall involve any curtailment or the supply originally contemplated.
19. The E.M.D./S.D. paid by the tenderer(s) earlier against any other tender(s) or supply is/are not adjustable with E.M.D./S.D. required for this work and conditions.
20. If the supplier whose tender is accepted, fails to execute the supply order within the stipulated time, the E.M.D./S.D. of such tenderer will stand forfeited to the Government and the contract for the supply shall stand terminated with no further liabilities on either part to the contract.
21. If any dispute arises, the case shall be decided within the jurisdiction of Daman.
22. The rate offered by the supplier/s shall be inclusive of all Taxes, , charges on account of transportations, loading, unloading up to the destination as given at Sr. No. 1 of Terms & Conditions.
23. The bidder who comes L1 in on overall amount will be considered as successful bidder/L1 bidder.
24. Right to accept or reject without assigning any reason, thereof, any or all tenders in part or whole is reserved with the Tender Inviting Authority and his decision(s) or all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
25. The Supply order will be awarded to the bidder of the tender on the Quality and Cost Base Selection (QCBS). The Technical Bid Evaluation and the Financial Bid Evaluation Grading system are of 100 Marks each. The Combined Technical and Financial score with weightage of 50 : 50 Percent ( i.e. 50 % on Technical Score and 50% on Financial Score.)

THE ABOVE CONDITIONS ARE ACCEPTED & ARE BINDING TO ME/US.

Signature of the supplier with  
Rubber Stamp with date

Tender Inviting Officer

Sd/-

District Project Officer.  
Samagra Shiksha,  
Daman.

NOTE: Please return one copy of these conditions duly signed along with your tender/quotation.

UT Administration of Daman & Diu  
O/o the Assistant State Project Director,  
Samagra Shiksha,  
Directorate of Education, Daman

EMD: Rs. 15000/-

Last Date of issue of Tender: \_\_/ \_\_/ \_\_ till \_\_ Hrs

Last Date for receipt of Tender: \_\_/ \_\_/ \_\_ till \_\_ Hrs

Date for opening of Tender: \_\_/ \_\_/ \_\_ till \_\_ Hrs

E-TENDER (ONLINE) FORM

This tender form issued to M/s. \_\_\_\_\_  
of \_\_\_\_\_ on receipt of Tender fees Rs. 500 (Rupees  
Five Hundred only) vide Receipt No. \_\_\_\_\_

Date: \_\_\_\_\_

Daman.

Sd/-

District Project Officer.  
Samagra Shiksha,  
Daman.

To,  
The State Project Director,  
Samagra Shiksha,  
Daman.

I/ We, the undersigned \_\_\_\_\_  
of M/s. \_\_\_\_\_ hereby offer my/ our rates as enclosed. I/We agree with  
the terms and conditions attached with this E-tender and promise to **Printing and Supply  
of Reading Cards for Class I-II, III-V and VI-VIII** categories as per the Specification  
attached at Annexure II.

(Sign & Name of Supplier)



UT Administration of Daman & Diu  
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**SCHEDULE FOR PRINTING AND SUPPLY OF READING CARDS, CLASS I-II, III-V  
AND VI-VIII CATEGORIES**

Sr. No.	Name of Material	Class	*Required Quantity	Unit	Rate Offered per Unit (In Words & Figure) Rs.
1	2	3	4	5	6
1	Gujarati Alphabet reading Cards with pictures	I	40	Set	
2	Gujarati Alphabet reading Cards with pictures	II	40	Set	
3	English Alphabet reading cards with pictures	III	25	Set	
4	English Alphabet reading cards with pictures	IV	25	Set	
5	English Alphabet reading cards with pictures	V	25	Set	
6	English Alphabet reading cards Capital and Small letter.	III	25	Set	
7	English Alphabet reading cards Capital and Small letter.	IV	25	Set	
8	English Alphabet reading cards Capital and Small letter.	V	25	Set	
9	Hindi Alphabet readings cards with pictures	III	5	Set	
10	Hindi Alphabet readings cards with pictures	IV	5	Set	
11	Hindi Alphabet readings cards with pictures	V	5	Set	
12	Gujarati words reading Cards	III	40	Set	
13	Gujarati words reading Cards	IV	40	Set	
14	Gujarati words reading Cards	V	40	Set	
15	English words reading cards plane	III	25	Set	
16	English words reading cards plane	IV	25	Set	
17	English words reading cards plane	V	25	Set	
18	Hindi words reading cards	III	5	Set	
19	Hindi words reading cards	IV	5	Set	
20	Hindi words reading cards	V	5	Set	
21	Gujarati sentence reading Cards	I	40	Set	
22	Gujarati sentence reading Cards	II	40	Set	
23	English sentence reading Cards	III	25	Set	
24	English sentence reading Cards	IV	25	Set	
25	English sentence reading Cards	V	25	Set	
26	Gujarati paragraph reading cards	I	40	Set	
27	Gujarati paragraph reading cards	II	40	Set	
28	Gujarati paragraph readings Cards	III	40	Set	
29	Gujarati paragraph readings Cards	IV	40	Set	
30	Gujarati paragraph readings Cards	V	40	Set	
31	English paragraph reading Cards	III	25	Set	
32	English paragraph reading Cards	IV	25	Set	
33	English paragraph reading Cards	V	25	Set	
34	Hindi paragraph reading Cards	IV	5	Set	
35	Hindi paragraph reading Cards	V	5	Set	
36	English paragraph reading Cards	VI	25	Set	
37	English paragraph reading Cards	VII	25	Set	
38	English paragraph reading Cards	VIII	25	Set	
39	Gujarati Numbers Cards 1-20	I	40	Set	
40	Gujarati Numbers Cards 1-100	I	40	Set	

Sr. N o.	Name of Material	Class	Requir ed Quantit y	Uni t	Rate Offered per Unit (In Words & Figure) Rs.
41	Gujarati Numbers Cards 1-100	II	40	Set	
42	English Numbers card 1-100	I	25	Set	
43	English Numbers card 1-100	II	25	Set	

Sd/-

District Project Officer.  
Samagra Shiksha,  
Daman.

Signature and name of the Supplier/  
Whole Sale Dealer/Manufacturer on their letter head.



## Annexure III

## Teaching-Learning Materials of Reading Cards for Learning Enhancement Programme under Samagra Shiksha

Sr. No.	Name of Material	Class Category	Subject	Type of items	No. of Cards/ Pages	Size of Printing	Type of paper & printing	Printing Side (Single/ Both)	Content		Unit
									Front	Back	
1	2	3	4	5	6	7	8	9	10	11	12
1	Gujarati Alphabet reading Cards with pictures	I, II	Gujarati	Cards	50 Card in One set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Alphabet with one picture like (alphabet 'સ' with સમી picture)	Alphabet with four picture like (alphabet 'સ' with સરવત્ર , સદા , □□□□, □□□□ pictures)	Set
2	English Alphabet reading cards with pictures	III to V	English	Cards	26 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Alphabet with one picture like (alphabet 'A' with Aero plane picture)	Alphabet with four picture like (alphabet 'A' with Apple, Alligator, Axe, Ant, pictures)	Set
3	English Alphabet reading cards Capital and Small letter.	III to V	English	Cards	26 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Alphabet capital and small letter.	15 different type of words in English language	Set
4	Hindi Alphabet readings cards with pictures	III to V	Hindi	Cards	50 Card in One set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	content as mentioned in column No.10 of Sr. No.1 in Hindi language	content as mentioned in column No.11 of Sr.No.1 in Hindi language	Set

5	Gujarati words reading Cards	III- V	Gujarati	Cards	20 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	15 different types of words in Gujarati language	15 different types of words in Gujarati language	Set
6	English words reading cards plan	III to V	English	Cards	26 Cards in One Set	1/8(1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	15 different types of words in English language	15 different types of words in English language	Set
7	Hindi words reading cards	III to V	Hindi	Cards	20 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	15 different types of words in Hindi language	15 different types of words in Hindi language	Set
8	Gujarati sentence reading Cards	I, II	Gujarati	Cards	20 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	5 different types of sentence in Gujarati language	5 different types of sentence in Gujarati language	Set
9	English sentence reading Cards	III to V	English	Cards	20 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	5 different types of sentence in English language	5 different types of sentence in English language	Set
10	Gujarati paragraph reading cards	I, II	Gujarati	Cards	10 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	One paragraph in Gujarati language	One paragraph in Gujarati language	Set
11	Gujarati paragraph readings Cards	III to V	Gujarati	Cards	10 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	One paragraph in Gujarati language	One paragraph in Gujarati language	Set



12	English paragraph reading Cards	III to V	English	Cards	10 Cards in One Set	1/8(1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	One paragraph in English language	One paragraph in English language	Set
13	Hindi paragraph reading Cards	IV to V	Hindi	Cards	10 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	One paragraph in Hindi language	One paragraph in Hindi language	Set
14	English paragraph reading Cards	VI to VIII	English	Cards	20 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	One paragraph in English language	One paragraph in English language	Set
15	Gujarati Numbers Cards ૧ -૨ ૦	I	Math's	Cards	10 Cards in One Set	1/8 (1/2 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Numbers with things (Eg. '૧' with one thing/object picture like Animal/Bird/flower/object s etc.) )	Numbers with things (Eg. '૧ ૧ ' with eleven pictures like Animal/Bird/flower/objects etc.)	Set
16	Gujarati Numbers Cards ૧ -૧ ૦ ૦	I, II	Math's	Cards	50 Cards in One Set	1/24 (1/6 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Numbers in figure and words (Eg.૧ એક )	Numbers in figure and words (Eg. □□□□□)	Set
17	English Numbers card 1-100	I, II	Math's	Cards	50 Cards in One Set	1/24 (1/6 of A4 paper)	400 GSM Mat art paper with laminated, multicolor printing,	Both	Numbers in figure and words (Eg.1 & one in English language )	Numbers in figure and words (Eg. 51 & fifty one in English language)	Set