



cmpdi
A Mini-Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इंस्टीच्यूट लिमिटेड
(कोयला इण्डिया लिमिटेड की अनुषंगी कम्पनी / भारत सरकार का एक लोक उपक्रम)
क्षेत्रीय संस्थान-१, वेस्ट एण्ड, जी. टी. रोड, आसनसोल-७११३०४
Central Mine Planning & Design Institute Limited
(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)
Regional Institute-1, G.T. Road West, Asansol-713304
CORPORATE IDENTITY NO. U14292JH1975G01001223

Ref. No: CMPDIL/RI-I/S&P/ARC Printing & Binding/5/2017-18/389

Date: 01.11.2017

NOTICE INVITING QUOTATIONS

To
M/s _____

Sealed quotations (on letterheads of bidders) are invited from bonafide Printers cum Binders having experience in the jobs of printing and binding of reports in CMPDI/ECL/IISCO and other public sector Undertaking/Private Companies for following works on rate contract basis for the period from the date of issue of work-order upto 31.03.2019.

Estimated Amount of work for the period of Rate Contract : Rs 80,000.00 (Eighty thousand only)

Sl No	Description of jobs	Estimated Unit Rate (as per existing ARC) (₹)	Unit Rate (₹)	GST (% & ₹)	Unit Rate inclusive of GST (₹)	Amount (₹)
1	Printing of Front Cover and binding of reports with plastic/metal spirals					
i)	Upto 50 pages	35.00				
ii)	51 to 100 pages	40.00				
iii)	101 to 200 pages	55.00				
iv)	201 to 400 pages	60.00				
v)	Above 400 pages	70.00				
2	Supply of Transparent Plastic front cover pages of A4 size					
i)	100 mc per 100 nos	258.00				
ii)	50 mc per 100 nos	258.00				
3	Supply of Transparent Plastic Folder to accommodate 20 nos of A0 folded drawings	60.00				
4	Rexine binding folder to accommodate 75 nos of A4 size folded drawings	85.00				
5	Supply and printing of plastic coated cover page and binding of reports	8.00				
6	Supply and printing of stiff card board type box	300.00				

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7	Supply of multi-colored offset printed cover pages of 250 gsm quality (set of front and back)*	6.00				
8	Supply of printed classification sheet in book form					
i)	3 part, 3x100 pages in a book	110.80				
ii)	2 part, 2x100 pages in a book	70.80				
9	Supply and fixing of plastic jacket to accommodate					
i)	Upto 30 nos Plans	65.00				
ii)	Upto 75 Plans	75.00				
10	Cutting and Folding of Drawings					
a)	As a part of report	9.50				
b)	Without part of report					
i)	Upto 10 drawings	8.50				
ii)	11-50 drawings	8.50				
iii)	Above 50 drawings	8.50				

Note: Samples wherever necessary will be supplied by the departments

***New estimated rate due to change in the design of front and back cover pages**

TERMS & CONDITIONS

- PAN :** Self attested copy of PAN
- GST Details:** CMPDIL, RI-1, Asansol have GSTIN No- **19AAACC7475N1Z1** having address - CMPDI LTD , REGIONAL INSTITUTE-I, G.T ROAD (WEST) , ASANSOL- 713304 (West Bengal)

Details of GST Registration of the bidders (to be filled by Bidders)

Name of Bidders as per GSTIN Information	GSTIN No of Bidders	STATE in which is Registered	Type of Registration (Regular/ Composition scheme/ Exempted From Registration) (To be clearly mentioned by Bidder)

a) Copy of GST Registration certificate towards GST duly self-attested, if applicable.

b) Copy of exemption certificate towards GST/SGST/IGST duly self-attested, If applicable.

Mandatory registration of bidder with statutory authorities like GST, is required, unless they are specifically exempt from registration under specific notification/circular/ section/rule issued by statutory authorities. The bidder claiming exemption in this respect shall submit supporting documents as well as certificate from Practicing Chartered Accountant having certificate of Practice



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and valid membership number of ICAI that Bidder is fulfilling all the conditions prescribed in notification to make him exempt from registration.

For Example: If bidder is exempted from Registration under CGST ACT, 2017 due to his aggregate turnover is less than 20 lakhs then bidder has to submit the copy of Notification along supporting documents which prove that turnover of their business is less than 20 Lakhs and certificate from

practicing Chartered Accountant having certificate of Practice and valid membership number of ICAI that Aggregate turnover from all business is less than 20 Lakh, hence he is exempted from Registration under GST Act, 2017.

c) If bidder is eligible for charging lower than the normal rate is applicable (**where Bidder has opted Composition Scheme**), then bidder has to submit the authentic documents for such.

d) The legally applicable rate of CGST/SGST/IGST/ Cess should be clearly mentioned.

e) In case of COMPOSITION TAX, the supplier is liable to pay tax at concessional rate but can't collect any tax from CMPDIL and on the invoice, it should be mentioned by the supplier that "composition taxable person not eligible collect tax on supplies" The supplier shall be entirely responsible for all taxes and other such levies imposed as per GST or by any other law by government from time to time, including all Bank Charges.

f) The supplier also shall comply the provisions of GST including "Anti Profiteering clause" of GST.

g) The bidder shall indicate their GST Reg. No and should submit GST Reg. Certificate along with the offer, if applicable. The successful Bidder shall comply with GST requirements as per law, without any financial implication to CMPDIL, RI-1.

h) The tax invoice raised by the supplier against the goods supplied must be in compliance of relevant GST Acts, rules & notifications made thereunder and should bear the GSTIN **19AAACC7475N1Z1** of CMPDI Ltd in case of supply to CMPDI Ltd within the state of West Bengal.

Supplier shall ensure timely submission of correct invoice(s) as per GST rules/ regulation, with all required supporting document(s) within a period specified in contract to enable CMPDIL to avail input credit of GST(CGST & SGST/UTGST or IGST). Further, returns and details required to be filled under GST laws & rules should be timely filed by Supplier of Goods/ Services with requisite details. If input tax credit is not available to CMPDIL for any reason which is not attributable to CMPDIL, then CMPDIL shall not be obligated or liable to pay or reimburse GST (CGST & SGST/UTGST or IGST) together with all penalties and interest, if any, against any amounts paid or payable by CMPDIL to the supplier.



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i) In case the tendered item is eligible for Input Tax credit then the L-1 status shall be decided by deducting the Input Tax Credit (CGST, SGST or IGST, GST Cess (if applicable) as the case may be) Amount.

However, if Bidder has opted composition scheme under Section 10 of GST Act, 2017, they cannot levy GST, hence the CGST/SGST/IGST/GST Cess, the L-1 status will be determined on the basis of their quoted price.

In case Bidder is exempted from Registration under GST ACT and submitted the required documents as mentioned above, CMPDI is liable to deposit the CGST, SGST, GST Cess (if applicable) under reverse charge as per the Provision of CGST Act, then applicable CGST, SGST, GST Cess will be included in landed price. However if the tendered items is eligible for Input Tax credit, the same will be deducted while computing the L-1 status.

j) **TDS :** The TDS, if applicable, shall be made at applicable rate from the payment made or credited to the supplier against tax invoice issued in relation to supply of goods or services.

k) **E-way Bill:** The e-way bill, if any, required in connection with supply of goods shall be arranged by the supplier.

3. **Credentials / Eligibility:** Bidders must submit work-orders from PSUs / reputed private companies as proof of experience of having successfully carried out printing and binding of documents / supply of stationery items of at least 25% of our estimated value during any one year within the last 5 years.
4. **Due Date:** Due date of submission of offer is up to 3.00PM of 16.11.2017. Due date of Opening is on 16.11.2017 at 4.00PM.
5. **Mode & Method of Submission of Quotation:** Typewritten Quotation on bidder's own letterhead must be in sealed cover super scribing Tender No. and date and time of opening and dropped in box provided for this purpose in the office of the undersigned. The NIT document along with all documents attached with the bid should be signed and stamped by the bidder.
6. **Rates:** The rates shall be quoted on FOR destination basis and inclusive of GST as applicable and delivery cost.
7. **Printing & Binding Materials:** The printing and binding materials are to be collected from the individual Project Leaders/Co-ordinators at a suitable time as intimated by the Project Leaders/Co-ordinators of the institute and carried to the working place of the successful tenderer at their own cost.
8. **Delivery:** Written orders as per the RC will be placed for carrying out the above works as and when required by various departments of CMPDI, RI-I and the work must be collected, completed and delivered within short time-span of 24 - 72 hours depending upon the nature and urgency of the work.
9. **Consignee:** General Store / Requisitioning Department of CMPDI, RI-I.



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10. **Payment:** 100% of the billed amount will be paid on receipt of the materials in good condition, inspection of material and its acceptance by the concerned department on production of pre-receipted bill in triplicate along with signed challan. The delivery challan must be produced in duplicate. **The payment shall be made by e-payment (RTGS/NEFT).**
11. **Paying Authority:** HOD (F), CMPDI, RI-1, Asansol.
12. **Inspection:** Acceptance of supplied materials is subject to inspection by an Authority to be deputed for this purpose at consignee's end.
13. **Liquidated damages:** Except causes beyond control of the supplier, Liquidated damages @ 0.5% of ordered value will be imposed per week of delay in supply from stipulated period subjected to maximum of 10% of ordered value.
14. **Validity:** The offer must remain valid for the entire period of contract from the date of issue of ARC order up to 31.03.2019.

CMPDI, RI-1 reserves the right to cancel the tender in part or whole without assigning any reason.
No correspondences in this regard will be entertained.
This issue with the approval of competent authority.

HOD(S&P)

Copy To:

1. RD, RI-1, Asansol
2. GM(Geo.), RI-1, Asansol
3. HOD(Fin.), RI-1, Asansol
4. HOD (Min.), RI-1, Asansol
5. Committee Member, RI-1, Asansol
6. Notice Board
7. Ch. Store Keeper
8. Office Copy.



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