



**GOVERNMENT OF JAMMU AND KASHMIR
DIRECTORATE OF TOURISM JAMMU.**

**NOTICE INVITING e-TENDER FOR ENGAGEMENT OF AGENCY FOR PRINTING AND PVC
FRAMING OF POSTERS/PHOTOGRAPHS.**

e-N.I.T. No. 10 of 2020

Dated: 8/6/2020

On behalf of Lieutenant Governor of Union Territory of J&K, e-tenders are invited from registered Firm/Agency for rate contract for "ENGAGEMENT OF AGENCY FOR PRINTING AND PVC FRAMING OF POSTERS/PHOTOGRAPHS" for one year from the date of acceptance of rates.

S.No	Name of Work	Name of Division	Treasury Chalan as a Cost of document (In Rs)	Earnest Money (In Rs.)	Time and date of opening of tender	Who can apply
1.	2.	3.	4.	5.	6.	7.
1.	Engagement of Agency for Printing and PVC Framing of posters/photographs.	Directorate of Tourism, Jammu	500/-	20,000/-	26/06/2020 at 12.00 hrs.	Registered firms/ Agencies having valid GST No.

1. The Bidding documents can be downloaded from the website <http://jktenders.gov.in> from 10.00Hrs on 08/06/2020 to 25/06/2020 upto 14.00 hrs. Bid documents contain qualifying criteria for bidder, terms and conditions and other details.
2. The Bids shall be deposited in electronic format on the website <http://jktenders.gov.in> from 08/06/2020 to 25/06/2020 upto 16.00 Hrs.
3. The Bids shall be opened online in the office **Director Tourism, Jammu** on 26/06/2020 at **12.00 Hrs.** If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
4. The Bids must be accompanied by cost of e-NIT Document and Earnest Money as specified in column 4 & 5 respectively of the table, payable at Jammu pledged in favour of **Accounts Officer, Directorate of Tourism, Jammu.** Bids security must be in form of CDR / FDR.
5. Director Tourism, Jammu reserves the right to reject any tender or any part of the tender without assigning any reason(s) thereof.

6. The hard copies of Technical Bid will be obtained only from the bidder who will be declared as L1 after opening of financial bid. However, following documents have to be uploaded by the bidder at the time of submission of their bids online. Treasury Chalan/FDR/DD should be pledged to Accounts Officer, Directorate of Tourism, Jammu.
- a) Copy of Treasury Chalan worth Rs. 500/- as a cost of Tender Document. Deposited in Treasury under MH-1452 (Non Refundable in any circumstance).
 - b) Copy of EMD (worth Rs. 20,000/-). However, the original CDR/FDR has to be submitted to this office once declared L1.
 - c) GST Registration Certificate.
 - d) PAN Card of agency/proprietor.
 - e) Income Tax return for the Assessment year 2019-20 i.e. financial year 2018-19.
 - f) Minimum annual turnover of Rs. 25.00 lacs.
 - g) Three year experience of making supplies to the Govt. Department.

NO: DTJ/AEO/279/162

DT: 08/06/2020

Accounts Officer
Directorate of Tourism,
Jammu

Copy to the:-

1. Joint Director, Information Department, Jammu with the request to publish the above e- N.I.T in leading local newspapers.

7. The bid for the work shall remain open for acceptance for a period of 90 **days** from the date of opening of bids. If any bidder/renderer withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, the said earnest money shall stand forfeited.
8. All the agencies who qualify technically shall have to submit the sample for approval in this Directorate before opening of the financial bid.
9. **Instruction to bidders regarding e-Tendering process**
 - i.* To participate in bidding process, bidders have to get (DSC) “Digital Signature Certificate” as per Information Technology Act-2000, to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mentioned digital certificate from any approved vendors. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
 - ii.* The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
 - iii.* Bids will be opened online as per time schedule mentioned in Para 3.
 - iv.* Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
 - v.* The department will not be responsible for delay in online submission of bids whatsoever reasons may be.
 - vi.* All the required information for bid must be filled and submitted online.
 - vii.* Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender documents. The original instruments in respect of cost of documents, EMD and relevant documents by hand shall only be submitted successful agency to the Tender Inviting Authority.
 - viii.* The details of cost of documents, EMD specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
10. The guidelines for submission of bid online can be downloaded from the website <http://jktenders.gov.in>
11. The rates per item shall remain valid for a period of 12 months from the date of acceptance which can be extended for 90 days or till finalization of new rates whichever is earlier.
12. L1 rates for each item shall be considered separately instead of accumulated L1 rates as each item is of independent nature and individual agreement will be signed with the firms found lowest against each item.
13. The supply provided by the bidder should be as per the specifications, which shall be verified through a committee (of Technical officers) from M&W wing.
14. Successful bidder will have to execute an agreement in the prescribed form with the Directorate of Tourism, Jammu to abide by all the aforesaid conditions.

15. In case of inferior quality/unsatisfactory supply provided to the department by the bidder, no payment will be made and the CDR/FDR will be forfeited.
16. The jurisdiction of all disputes shall be limited to Jammu only at cost of the bidder.
17. The taxes applicable under rule will be deducted at source while making the payments from this office.
18. If after the agreement has been entered into, it is proved that any of the information furnished by the bidder in the Tender is false or that the bidders secured the contract through misrepresentation of facts, in whatsoever manner, the agreement is liable to be terminated forth with and security deposit shall be forfeited. The decision of Director Tourism, Jammu in this regard shall be final.
19. The Directorate reserved the rights of altering the quantity of the deliverables subject to the actual requirement.
20. **Penalty Conditions :-**
 - a. Time of completion, being essence of contract, the successful bidder is bound to complete the allotted work within stipulated time frame as per the job order failing which penalty to the extent of 10% of total cost of the work allotted shall be imposed upon the Agency.
 - b. In case of failure of successful tenderer to execute the work in full in time bound manner that will amount to breach of contract.
 - c. In case of breach of contract CDR/FDR/DD will be forfeited and the Agency will be debarred from tendering in for 05 years. His case will be recommended for black listing for breach of contract.
 - d. A notice sent through special messenger to the bidder will be sufficient to initiate action against the contractor in light of agreement.
 - e. In case the successful bidder avoids receipt of notice or deliberately gives wrong address for communication of mail or where it is not possible to deliver registered letter, the notice will be pasted on his premises in presence of witness/notification in any of leading Newspaper. This will be treated as "Notice served to the contractor".

Accounts Officer
Directorate of Tourism,
Jammu

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ANNEXURE "A"

Technical Bid

In response to the above Tender Notification, having studied and understood all the terms and conditions of the said Tender notification, I/We submit the bid as follows:

Name of the Supplier/Firm	
Address (of both H.O and Branch Office)	
Telephone Numbers(s)	Mobile: Landline: Fax:
e-mail	
Legal Status	Private ltd. Co/Partnership Firm/Proprietary concern:
Registration Certificate Form "C" (copy to be enclosed)	Yes/No
GST Registration Certificate (copy to be enclosed)	Yes/No
Whether PAN details enclosed (copy of PAN Card is to be enclosed)	Yes/No
Whether copy of EMD enclosed. If yes, Details	Yes/No
Whether Treasury Chalan/receipt as cost of documents enclosed	Yes/No
Income tax return for assessment year 2019-20.	Yes/No
Minimum annual turnover of Rs. 25.00 lacs.	Yes/No
Three years experience in making supplies to Govt. Department.	Yes/No