

Society for Training & Research on Panchayats & Rural Development
(STARPARD)

Department of Panchayats & Rural Development,

Government of West Bengal

ICMARD Building 6th Floor,
Block-14/2, CIT Scheme VIII (M),
Kolkata, West Bengal.

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Bidding Document for Printing of Books etc.

NIQ No. 02/2019-2020

Dated. 06. 03.2020

Society for Training & Research on Panchayats & Rural Development

Department of Panchayats & Rural Development,
Government of West Bengal
ICMARD Building 6th Floor, Block-14/2, CIT Scheme VIII (IA), Kolkata-700057.

NIQ No. 02/2019-2020

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SECTION I

NOTICE INVITING QUOTATION (NIQ) 2019

1. The Society for Training & Research on Panchayats & Rural Development (STARPARD) under Department of Panchayats & Rural Development, Government of West Bengal invites the **double cover bids** in electronic tendering system for **Printing of Books etc.** from the eligible and registered firms in the web-site of <https://wbtenders.gov.in>. **First cover** is for evaluation of technical part of bidding and **Second cover** is for evaluation of financial part those qualified in technical bid. **Offered Bid Price should valid till 31.03.2022.**

Sl. No.	Type of Printing Jobs	Others
(a)	Books for Training and Other Purposes	Specifications,
(b)	Report	Required Quantity
(c)	Coffee Table Book	etc etc. mentioned in
(d)	Flyer	Schedule of Quantity
(e)	Panchayat Raj - a magazine of Department of Panchayats & Rural Development, Government of West Bengal	(SOQ)

2. Date of release of Invitation for Bids through e-procurement: Day-11 Month 03 Year 2020 (Wednesday)

3. Cost of Bid Form: Rs. 0/- (Rupees Zero).

4. Availability of Bid Document and mode of submission. The bid document is available online and bid should be submitted online on website <https://wbtenders.gov.in>. The bidder would be required to register in the web-site which is free of cost. For submission of bids, the bidder is required to have valid Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities (CA).

5. Submission of Original Documents: **As specified in checklist of ITB.**

6. Only online submission of bids is permitted, therefore; bids must be submitted online on website <https://wbtenders.gov.in>

7. The bids will be opened online at **11:00 Hours (time) on 03/04/2020 (dd/mm/yyyy) Friday (Day)** by the authorized officers. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened online on the next working day at the same time.

8. Bidders may bid for the works mentioned in the Table above. The bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the contract.

9. Other details can be seen in the bidding documents. The STARPARD Authority shall not be held liable for any delay due to system failure etc. Even though the system will attempt to notify the bidders of any bid updates, the Employer shall not be liable for any information not received by the bidder. It is the bidders' responsibility to verify the website for the latest information related to the tender.

10. The undersigned reserves the right to accept/ reject any or, all tenders without assigning any reasons whatsoever thereof.

11. List of Important Dates of Bids for Printing of Books etc.

- ✓ Date of Issue of Notice Inviting Quotation Date 06 Month 03 Year 2020 (Friday)
- ✓ Period of availability of Bidding Documents on website <https://wbtenders.gov.in>
From Date 11 Month 03 Year 2020 (Wednesday), Time from 16:00 Hours
To Date 31 Month 03 Year 2020 (Tuesday), Time up to 15:00 Hours *18.00 hrs.*
- ✓ Deadline for Receiving Bids online:: Date 31 Month 03 Year 2020 (Tuesday), Time up to 16:00 Hours
- ✓ Deadline for Receiving Original of Demand Draft for Earnest Money deposit from a Scheduled Commercial Bank, and other documents as mentioned in ITB at STARPARD Office: Date 01 Month 04 Year 2020 (Wednesday), Time up to 15:00 Hours
- ✓ Opening of Bids: The Bids will be opened online by authorized officer at the appointed time
Time and Date for Opening of the Bid (Technical) : Date 03 Month 04 Year 2020, (Friday) Time 11:00 Hours
Time and Date for Opening of the Bid (Financial) : Date 09 Month 04 Year 2020, (Thursday) Time 11:00 Hours



Member Secretary,
Society for Training & Research on Panchayats & Rural Development
Department of Panchayats & Rural Development,
Government of West Bengal

Copy forwarded for information and necessary action to:

1. The Joint Secretary, Computerisation Cell, Department of Panchayats & Rural Development, Govt. of West Bengal. He is requested to arrange for uploading soft-copy of this notice in the website of the department
2. The Officer on Special Duty, Department of Panchayats & Rural Development, Govt. of West Bengal & Administrative Officer, STARPARD
3. The Public Infrastructure Manager/ Section Officer, STARPARD, Department of Panchayats & Rural Development, Govt. of West Bengal'
4. IT Team, SATRPARD, Department of Panchayats & Rural Development, Govt. of West Bengal'
5. Notice Board of STARPARD office at Joint Administrative Bldg./ ICMARD Bldg.
6. The Guard File



A handwritten signature in black ink, appearing to be 'S. K. Das'.

Member Secretary,
Society for Training & Research on Panchayats & Rural Development
Department of Panchayats & Rural Development,
Government of West Bengal