

Proposal for Bid

TENDER NO: UPMRC/CALENDAR/24

Sub: Designing, Printing and Supplying of UPMRC New Year Wall Calendars 2024- With envelopes

Dear Sir/madam,

Uttar Pradesh Metro Rail Corporation Ltd. (UPMRCL) invites open e-Tender in prescribed Performa for Contract “UPMRC/CALENDAR/24– Designing, Printing and Supplying of UPMRC New Year Wall Calendars 2024- With envelopes.

1	Estimated cost of work/ NIT Value	Rs. 1,81,664/- Inclusive of GST.
2	Tenure of Contract	07 Days
3	Tender documents available from:	From 21.11.2023 (18:00 hrs) to 11.12.2023 (up to 15:00 hrs) on e-tendering website https://etenders.gov.in/eprocure/app Tender document can only be obtained on the website https://etenders.gov.in/eprocure/app .
4	Cost of Tender documents	Free of cost
5	Tender security	Rs 4000/- The instrument type for payment of tender security/ EMD shall be RTGS, NEFT & IMPS. No other mode of payment will be accepted. (i) Payment of tender Security as per is to be made by RTGS, NEFT & IMPS. The details of bank account of UPMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender security including e-receipt (clearly indicating UTR No. & tender reference must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission). (Copy of GST registration no. to be provided along with Tender security) Name of the Bank - HDFC Bank Banks Address- HDFC Bank Ltd, Sapru Marg, Hazratganj, Lucknow. Account Name - UPMRCL (Lucknow Project) Account No. – 50200009236810 IFSC code - HDFC0001267
6	Date & time of e-Submission of Tender	Tender submission start date: 30.11.2023 (11:00 hrs) Tender submission end date: 11.12.2023 (up to 15:00 hrs)
7	Date & time of opening of e-Tender	12.12.2023 @ 15:00 hrs
8	Validity of the Bid	90 days from the last date of submission of bid
9	Authority and place for, seeking clarifications	DGM/PR-II Uttar Pradesh Metro Rail Corporation Ltd., Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010, Uttar Pradesh, India

Any clarification/corrigendum/addendum to the tender documents shall be uploaded on the official e-portal only, without any obligation of press notification.

For further details, please visit official e-portal <https://etenders.gov.in/eprocure/app>.

For any additional information & help for downloading & uploading, please contact e-tendering service desk at the following ID: support-eproc@nic.in or at Toll Free No.: (91)120-4001002, (91)120-4001005, (91)120-6277787.

1.0 INRODUCTION

1.1 Name of Work

Designing, Printing and Supplying of UPMRC New Year Wall Calendars 2024- With envelopes

1.2 Scope of Work

The scope of work shall be Designing, Printing and Supplying of UPMRC New Year Wall Calendars 2024- With envelopes as per specifications below:

Size	: 15.5”(W) x 24”(H)
Paper	: 170 GSM Art Card - Glossy
Fabrication	: Wiro binding
No. of pages/leaves	: 07 (Seven)
Printing	: Duly printed on both sides in 4 colours
Envelope	: Printed envelopes on 130 GSM Maplitho in single colour
Units	:1400

1.3 Qualification Criteria:

1.3.1 Eligible Applicants:

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies, corporations) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.3.2 of NIT. **Joint Ventures or Consortium are not allowed to participate in the tender.**
- ii. A tenderer shall submit only one bid in the same tendering process. A tenderer who submits or participates in, more than one bid will cause all of the proposals in which the tenderer has participated to be disqualified. No tenderer can be a sub-contractor while submitting a bid in the same bidding process.
- iii. Tenderers shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Tenderers shall be considered to have a conflict of interest with one or more parties in this bidding process, if:
 - a) Tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for on implementation of the project;
 - b) tenderer is any associates/affiliates (inclusive of parent firms) mentioned in subparagraph (a) above; or
 - c) Tenderer lends, or temporarily seconds its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for on implementation of the project, if the personnel would be involved in any capacity on the same project.

1.3.2 Minimum Eligibility Criteria:

A. Work Experience: The tenderers will be qualified only if they have successfully completed work(s) in the Printing of Corporate stationery like calendars, diary, leaflets, brochures, booklets etc. or Branding work on Flex Vinyl material falling between 01.01.2018 to 01.10.2023 for any Government Organization/ PSU/ MNC only as given below:

(i) At least One “similar work” of value of **Rs. 1,45,331/-** or more.
or

(ii) Two “similar work” each of value of **Rs. 90,832/-** or more.
or

(iii) Three “similar work” each of value of **Rs. 72,666/-** or more.

- The tenderer shall submit details of work executed by them in the Performa of **Annexures-1 & 1 A of NIT** for the works to be considered for qualification of works experience criteria.

- For the above, documentary proof such as Work orders/ work completion certificates from client clearly indicating the nature/scope of work should be submitted. The offers submitted without this documentary proof shall not be evaluated.

B. Certificates: i) The firm should have valid registration with GST, Income Tax, PAN.

1.3.3 The tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of DGM/PR-II, Uttar Pradesh Metro Rail Corporation Ltd. (UPMRC) Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Uttar Pradesh-226010.

1.3.4 The intending tenderers must be registered on e-tendering portal <https://etenders.gov.in/eprocure/app>. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.

1.3.5 The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid Class-II or Class-III digital signature. The tender document can only be downloaded or uploaded using Class-II or Class-III digital signature. However, the tenderer shall upload their tender on <https://eprocure.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.

1.3.6 Tender submissions shall be done online on <https://etenders.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents such as scanned copies of transaction of payment i.e. RTGS, NEFT & IMPS and scanned copy of transaction of payment for Tender Security and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.

1.3.7 Submission of Tenders shall be closed on e-tendering website of UPMRC at the date & time of submission prescribed in NIT after which no tender shall be accepted. It shall be the responsibility of the bidder / tenderer to ensure that his tender is submitted online on e-tendering website <https://eprocure.gov.in/eprocure/app> before the deadline of submission. UPMRC will not be responsible for non-receipt of tender documents due to any delay and/or loss etc.

1.3.8 Tenders shall be valid for a period of 90 days from the date of submission end date of Tenders and shall be accompanied with a tender security of the requisite amount.

1.3.9 UPMRC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the UPMRC for rejection of his proposal.

1.4 Any suit or application, arising out of any dispute or differences on account of this tender shall be filed in a competent court at Lucknow, Uttar Pradesh only and no other court or any other district of the country shall have any jurisdiction in the matter.

DGM/PR-II
UttarPradesh Metro Rail Corporation Ltd.