

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A State Government Undertaking)
Regd. & Head Office: BEEJ BHAWAN, Bays No: 3 - 6, Sector: 2, PANCHKULA – 134 112
(Haryana)
Phone:- 0172 - 2577755, 2579215,
Detail Notice Inviting e-Tender

E-Tender is invited for below mentioned items in single stage two cover system i.e. request for pre-Qualification/Technical Bid (online Bid under PQQ/Technical Envelope) and Request for Finance bid (comprising of price bid proposal under online available commercial Envelope):-

Name of the Tender	Required quantity in Nos.	EMD to be deposited through RTGS/NEFT or OTC	Tender Document Fee & e service fee non refundable	Start Date & Time of Bid Preparation & Submission	Expiry date & Time of Bid preparation & Submission	Date & Time of Opening of e-tender
SUPPLY OF PRINTED STATIONERY ITEMS	AS PER LIST ENCLOSED	Rs 10,000/-	1180+1000=2,180/-	01 st October 2018 12.00 NOON	12 th October 2018 03:00 PM	15.10.2018 at 4.00 PM

Under this process, the Pre-qualification/Technical online bid Application as well as online price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this tender document. The price Bid under the second cover shall be opened for only those Applicant whose PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender document. The tenderer should read the terms & conditions and specification in tender documents strictly before submission of e-tender. Tender documents can be down loaded / uploaded online on the Portal:<https://haryanaeprocurement.gov.in>.

MANAGING DIRECTOR

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED

(A State Government Undertaking)

Regd. & Head Office: **BEEJ BHAWAN**, Bays No: 3 - 6, Sector: 2, PANCHKULA – 134 112
(Haryana)

Phone:- **0172 - 2577755, 2579215, FAX:- 0172 - 2577583**

TERMS & CONDITIONS:-

1. The firms are required to mention bifurcation of their rates showing the detail of basic rates, excise duty, sales tax etc. in their bid. In case, the supplies are delayed by the firm beyond the stipulated delivery period & there has been any upward revision in the rates of taxes/duties **ON THE CONTRACTED ITEM**, no such increase will be allowed. However, if there has been any reduction in taxes/duties, the same will be availed.
2. The Rates should be quoted on Consignee Destination at HSDC, Panchkula
3. The Earnest Money of the un-successful Tenderers will be refunded after the finalization of the Tender(s). The earnest money of the successful Tenderer(s) shall be adjusted towards their Security deposit of Rs 10,000/- for satisfactory and faithful execution of Order. In case the successful Tenderer fails to supply the material in time the amount of Security deposit shall be liable to be forfeited and the supply order shall be liable to be rejected and the purchase shall be made at their risk and cost
4. The delivery of items as per letter sent to you. NIT which is mentioned in specification.
5. **The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders/contractors online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online. Please refer to „Online Payment Guideline“ available at the Single e-Procurement portal of GOH (Govt. of Haryana enclosed hereunder.**
6. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He / She will be required to make online payment of in favour “HARYANA SEEDS DEVELOPMENT CORPORATION PAYBALE AT PANCHKULA” EMD in due course of time on or before 12TH, October 2018 upto 03:00 PM. The intended bidder fails to pay EMD under the stipulated time frame the Tender will be rejected. No interest will be payable on Earnest Money and/or Security Deposit**
7. Where for any unavoidable reasons the tenders cannot be opened on the date prescribed in the NIT/ Tender Enquiry letter the date shall be extended and such extended date will be notified to all concerned. In case the specified date of opening falls on holiday or a holiday is subsequently declared on that date, the tenders will be opened on the next working day following holiday(s).

8. As far as possible the prices accepted shall be firm. In case the party has made a genuine mistake in calculations, necessary rectifications may be allowed provided the resultant price is the lowest with the approval of the Managing Director of the Corporation in this regard. However, in such cases the Corporation in this regard will have right to review the whole case and take the suitable decision.
9. The price discovery for cases relating to **purchase of specific quantity of Stores & Goods** shall be generally determined based on the rates quoted by the L-1 bidder if the quoted rates are found to be reasonable by the Indenting Department, and negotiations, if any, held with lowest bidder. However, the negotiations could be held up to L-3 bidder, if the difference between L-1 quoted rate and those quoted by L-2 or L-3 is within 5% of the L-1 quoted rate. In cases where the L-1 bidder refuses to further reduce his offered price and the L-2 or L-3 bidders come forward to offer a price which is better than the price offered by L-1 bidder, the bidder whose price is accepted becomes the L-1 bidder. However, in such a situation, the original L-1 bidder may be given one more opportunity to improve upon the discovered price. In case, the original L-1 bidder further improves upon the price discovered during the negotiations, he would be treated as the L-1 bidder.
10. The contract for the supply shall be deemed to have come into existence on the date of the supply order and entered into at destination(s) and all causes of action related to the contract will, therefore be deemed to have arisen within the jurisdiction of the Panchkula Courts.
11. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. **on or before 12TH, October, 2018 and make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

12. The Earnest money of the tenderers will be forfeited to Government account if they withdraw their offer/rates or modify the terms & conditions of the same during the validity of their offer which are adverse to the business ethics.
13. The quantities mentioned in the NIT or Tender Form may be reduced or increased at the sole discretion of the Corporation.

- 14 a) Tender documents can be downloaded online from the Portal: <https://haryanaeprocurement.gov.in>.
- b) As the Bids are to be submitted online and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital Signature Certificate (DSC) at the earliest. For obtaining Digital Certificate, the Bidders should follow Point No.2 under “Instructions to bidder on Electronic Tendering System”.
- 15 The Bidders can download/upload the tender documents from the Portal: <https://haryanaeprocurement.gov.in>.

Online Technical Envelope – Reference details of the Earnest Money Deposit, Tender Fee and E-service fee instrument and scanned copy of supporting documents.

- 16 Any sum of money due and payable to the supplier under the contract (including security) may be appropriated by the purchaser and set off claim of the purchaser for the payment of a sum of money arising out of or under this contract or any other contract entered into by the supplier with the Purchaser. If the material is dispatched by the supplier after the expiry of the delivery period, without any approval of the purchasing authority, such a supply will be liability of the supplier and will be at his own risk.
- 17 The time allowed for delivery will be the essence of the supply order. In case of delay in execution of the order, the Corporation may cancel the order without any compensation and or the supplier may be liable to penalty as mentioned below subject to a maximum of 15% and the same shall be recoverable either from the earnest money/security or from the pending bills of the supplier or from any other deposits/securities etc. lying with the Corporation or through a court of law, as the case may be. The decision of the Managing Director of the Corporation in this behalf shall be final and binding on the tenderer. In case the purchasing authority decided to accept a delayed supply, the supplier shall still remain liable to pay penalty for delay as mentioned here-under:-

Schedule of penalty on the value of undelivered material per week or part of the week.

i)	1st week	0.5%
ii)	2nd week	1.0%
iii)	3rd week	1.5%
iv)	4th week	2.0%
iv)	subsequent weeks	2.0%

per week subject to maximum 15%.

- 18 The inspection of the goods will be carried out by the authorized officer(s)/nominee(s) of the Corporation before dispatch and/or after receipt of material at destinations(s) according to the terms mentioned in the purchase order. In case of pre-inspection, the inspection and test shall be arranged at the supplier's premises before the material is dispatched to the Corporation or after receipt of the material as may be decided in each case. A copy of the inspection/ test report in case where the inspection has been carried out prior to dispatch shall be attached by the supplier while forwarding Railway Receipt or Transport Receipt or the receipted

Goods Challan as the case may be. The supplier shall be required to give at least one week notice to the purchasing authority to arrange the pre-dispatch inspection of the goods offered for dispatch on different occasions. In case the inspection team find on arrival at the supplier's premises that the material is not ready for inspection and the notice given by the supplier was infructuous, the expenditure incurred by the Corporation on arranging such inspection shall be recovered from the supplier. The Tenderer shall provide without any extra charge all material, tools, labour and assistance of every kind which the inspection officer may consider necessary for any test or examination of the goods which may be required to be made on the tenderer's premises and shall pay all cost of attendant thereon. In case of stores to be inspected at some other firm's premises the tenderer shall provide all facilities including testing appliances for making necessary test other than the special tests or independent tests. The tenderer shall also provide and deliver free of charge at such place as the aforesaid officer may direct such material as he may require for tests by any means. Further the aforesaid officer shall have the right to put all articles or material to such tests as he may think proper for the purpose of ascertaining whether the same are in accordance with the specifications of the order and sealed sample mentioned in the tender and to cut out or off or destroy a portion not exceeding 2% or quantity equal to that required for sampling according to norms laid down for the material for each delivery for such purpose. The quantity to cut or off or destroyed as aforesaid shall be replaced by the supplier free of charges.

- 24 The Corporation agrees to make 100% payment of the value of the invoice within 15 days of receipt of goods at destination(s) and the bill/ invoice supported with above documents in the Head Office of the Corporation.
- 27 The Corporation reserves the right to accept or reject any or all tenders without assigning any reason thereof or entrust the work to more than one tenderer.
- 28 The offer should be valid for acceptance for a period of not less than 120 days from the date of opening or tender. In the absence of any explicit indication to the contrary, the offer will be considered to be valid for a period of **120** days from the date of opening of tenders.
- 29 The Tender signed by a person (other than the tenderer) on behalf of the Tenderer without disclosing his authority to do so shall not be deemed to be valid tender and may be liable to be rejected. No tender will be considered unless and until all the documents are properly signed.
- 30 The Bid i.e. Technical Bid as well as Financial Bid is to be submitted online on web portal <https://haryanaeprocurement.gov.in>. However, the firms have option to submit the supporting documents as required to be supported along with Technical Bid either in on-line mode along with their Technical bids or in off-line mode in physical form to the office of **HSDC** by due date/time.
- 31 Bidders will have to procure/ should have legally valid Digital Signature Certificate as per Information Technology Act 2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact "Help Desk". In case bidders need any clarifications or if training required

to participate in online tenders they can contact at Help Desk in below mentioned address:-

M/s. Nextenders (India) Pvt. Ltd;

O/o, Director, Supplies & Disposals, Haryana

SCO. No.09, 2nd Floor, Sector-16,

PANCHKULA – 134 108

E-mail: chandigarh@nextenders.com

Help Desk: 1800-180-2097 (Toll Free Number)

32 The quantity of stores can be decreased or increased.

IMPORTANT NOTE: - Offer without prescribed Earnest Money, Tender Form/ Tender Fee, Registration/Manufacturing Certificate will be summarily rejected.

(OTHER TERMS & CONDITIONS AS PER Tender Forms available at “Download” option on portal <https://haryanaeprocurement.gov.in>).

(For Guideline of online payment please referred to instruction at “How to...?” at the portal on <https://haryanaeprocurement.gov.in>).

MANANGING DIRECTOR

(Online Payment Guideline)

Guideline for Online Payments at e-Procurement Portal of Government of Haryana

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on “Continue” button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with “successful” or “failure” message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as “successful” in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.

- (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

List of Net banking banks

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank
15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank

22. ING Vysya Bank
23. J and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. Karur Vysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and Jaipur
32. State Bank of Hyderabad
33. State Bank of India
34. State Bank of Mysore
35. State Bank of Travencore
36. State Bank of Patiala
37. Tamilnad Mercantile Bank
38. Union Bank of India
39. United Bank of India
40. Vijaya Bank
41. Yes Bank

TENDER FORM

To

The Managing Director,

Haryana Seeds Development Corporation Ltd.

Bay 3-6, Sector-2,

PANCHKULA

Sr.No.	Name / Subject of Printed Proforma	Specifications	Qty. (in nos.)	Rate (in Rs.)
1	Agreement Form For Share Holder Grower	Printed on both sides on white printing paper of 60 GSM quality. Size will be 17"X27"/2. The forms are to be folded in between.	300	
2	APPLICATION FOR ADVANCE PAYMENT	Printed on both side on white printing paper of 60 GSM quality. Each pad will contain 100 leaves of 18" X 22"/4 size. Binding with Straw Board of 18 oz on back and cover in front.	20	
3	Advice Note	Specification will be provided for issue of purchase order	10	
4	Attendance Register For Proc. Plant	Specification will be provided for issue of purchase order	6	
5	BILL BOOK	Printed on Single side on colored/ white printing paper of 45GSM/ 60 GSM quality. Size will be 17" X 27"/4. Each book will contain 50 sets in quadruplicate. First three copies to be perforated. Color will be green, pink, yellow and white. Sl. No. & Book No. to be marked. Binding with Straw Board of 24 oz. on both sides.	120	
6	CASH BOOK FOR SALE COUNTER	Printed on single side on Ledger Paper of 80 GSM quality. Size of each page will be 17" X 27"/4. Each book will contain 100 sets in duplicate. First copies to be perforated. Sl. No. to be marked. Binding with straw board of 36 oz. on both sides.	60	
7	CASH SALE SUMMARY BOOK FOR SALE COUNTER	Printed on single side on white printing paper of 60 GSM quality. Each book will contain 50 sets in triplicate. Size will be 17" X 27/ 2. Ist two copies to be perforated. Sl.No. to be marked. Binding with straw board of 36 oz. on backs and cover paper in front.	80	
8	CASH VOUCHER PADS (White)	Printed on single side on white printing paper of 60 GSM quality. Each pad will contain 100 leaves of size 18" X 22"/8. . Binding with straw board of 18 oz. on backs and cover paper in front.	60	
9	Cash Memo	Printed on signal side on colour/ white	1400	

		paper of 45 gsm/60 gsm quality each book will contain 50 sets in quadruplicate the size of each leaves will be 17" x 27"/3 first three copies will be perforated at three places sr. no. and book no. to be marked. Color of the paper will be green, pink and white side binding with straw board of 24 oz on back and cover paper in front.		
10	CENTRAL PROCESSING REGISTER	Printed on both sides on ledger paper of 11.9 Kgs. quality. Each register will contain 100 leaves serially marked of size 17" X 27" /2. Pucca binding with straw board of 36 oz. on both sides. Cross ruling.	05	
11	CENTRAL PRODUCTION REGISTER	Printed on both sides on ledger paper of 11.9 Kgs. quality. Each register will contain 100 leaves serially marked of size 17" X 27"/2. Pucca binding with straw board of 36 oz. on both sides. Cross ruling.	05	
12	Credit Sale Summary For Store	Printed on single side on white paper of size 12" x15" each register will contain 50 sets triplicate first two copies to be perforated. SI no. and book no. to be marked cross ruling binding with straw board of 36 oz on back and cover paper in front.	10	
13	CROP INSPECTION REPORT BOOK	Both side printed on color/ white printing paper of 45 GSM/ 60 GSM quality. Each book will contain 50 sets in triplicate of size 18" X 22"/4. First two copies to be perforated. SI.No. to be marked. Color of the paper will be green, pink and white. Binding with straw board of 24 oz. on back and cover paper in front.	120	
14	DAIRY REGISTER	Printed on both side on white printing paper of 60 GSM quality. Each pad will contain 300 leaves of size 30" X 20". Binding with straw board.	10	
15	DISPATCH REGISTER	Printed on both side on white printing paper of 60 GSM quality. Each pad will contain 300 leaves of size 30" X 20". Binding with straw board.	10	
16	DPR FOR SALE COUNTER	Printed on single side on color/ white paper of 45 / 60 GSM quality. Each register will contain 50 sets in quadruplicate of size 18" X 22"/ 2. The color of the paper will be green, pink, yellow and white. SI.No. to be marked. Cross ruling. Ist three copies to be perforated. Binding with straw board of 24 oz. on back and cover paper in front.	100	
17	DPR OF STORE NEW.	Printed on single size on white printing paper of size 17"x27". Each register will contain 50 sets in triplicate. First two copies to be perforated.. SI.No. to be marked. Cross ruling in blue and red colour. Pucca binding with straw board of 36 oz.	10	
18	EARNING REGISTER	Printing on single side on ledger paper of 80 GSM quality. Each Register will contain 100 leaves of size 18" X 22" and to be serially marked. Vertical & horizontal ruling in blue & red color to be done. Pucca Binding with straw board of 30 oz.	5	

19	FILE COVER (Printed with HSDC' address& with big Laces)	Printed on single side. Cover size 14" X 10" front closed with five folds and 4 eyelets inside on each side and one on the upper left corner. The file covers will be made of Khaki Cardsheet of 34 Kgs. quality. The size of the laces will be minimum 2 feets. The laces should be of good quality.	1000	
20	GATE DUTY REGISTER	Printed on both side on colored printing paper of 70 gsm/60gsm quality each book will contain 100, size 33" x 21.5". binding with straw board of 24 oz on back and cover page in front.	10	
21	GATE PASS BOOK	Printed on single side on color/white printing paper of 45gsm/60gsm quality. Each book will contain 50 sets in triplicate of size 17" X 27"/6. First two copies to be perforated. Sl. No. to be marked Color of the paper will be green, pink and white Binding with straw board of 24 oz. on back and cover paper in front.	200	
22	GOODS RECEIPT NOTE BOOK	Printed on single side on color/white printing paper of 45gsm/60gsm quality. Each book will contain 50 sets in quadruplicate of size 18" X 22"/6. First three copies to be perforated. Color of the paper will be green, pink, yellow and white. Serial Nos. to be marked. Binding with straw board of 24 oz. on back and cover paper in front.	20	
23	IDP NOTE BOOK	Printed on single side on colored/white printing paper of 45gsm/60gsm quality. Size will be 18" X 22"/4. Each book will contain 50 sets in quadruplicate. First three copies to be perforated. Sl.No. to be marked. Color of the paper will be green, pink, yellow and white. Binding with straw board of 24 oz. on back and cover paper in front.	25	
24	IMPREST REGISTER FOR SALE COUNTER	Printed on single side on Ledger Paper of 80 GSM quality. Size of each page will be 17" X 27"/4. Each book will contain 100 sets in duplicate. First copies to be perforated. Sl. No. to be marked. Binding with straw board of 36 oz. on both sides.	30	
25	JOURNAL VOUCHER PADS (Pink)	Printed on single side on pink printing paper of 45 GSM quality. Each pad will contain 100 leaves of size 18" X 22"/8. . Binding with straw board of 18 oz. on backs and cover paper in front.	60	
26	Leave Performa Pad	Specification will be provided for issue of purchase order	10	
27	LETTER HEAD PADS (BIG)	Offset printing in double color on single side on Royal executive bond paper. Each pad will consist of 100 leaves of size A/4. Binding with straw board of 24 oz. on back and cover paper in front.	200	

28	Material Transfer Note	Printed on single side on colour/white printing paper of 45gsm/60 gsm quality. Each book will contain 50 sets in triplicate of size 18"X22X/4. First two copies to be perforated SL. No. to be marked. Colour of the paper will be green, pink and white. Binding with straw board of 23oz on back and cover paper in front.	120	
29	NOTING SHEET PADS	Printed on single side on White maplitho white printing paper of 90 gsm of legal size. Ruling in blue colour will be on both sides. Each pad will consist of 100 leaves. Suresh Binding with straw board of 24 oz. on back and cover paper in front.	500 for HO	
30	PAY SALARY REGISTER	Printed on single side on white printing paper of 60gsm quality. Each register will contain 50 sets in duplicate of size 18" X 22" and serially marked. First copies to be perforated at 11 – 12 times. Cross ruling. Pucca binding with straw board of 36 oz. on both sides.	5	
31	QUALITY CONTROL PROFORMA FOR RAW SEED RECEIPT	Printed on single side on white printing paper of 60 gsm quality. Each book will contain 100 sets in duplicate of size 18"x22"/4. First copies to be perforated. Sl. No. to be marked. Binding with straw board of 24 oz. on back and cover paper in front.	40	
32	QUANTITATIVE STATEMENT FOR SALE COUNTER	Printed on single side on white printing paper of 70 gsm quality each book will contain 100 sets in single side of size 41"x30.4". First copies to be perforated. Sl. No. to be marked. Binding with straw board of 24 oz. on back and cover paper in front.	40	
33	RECEIPT FOR GUNNY BAGS	Printed on single side on white printing paper of 60 gsm quality . Each pad will contain 100 leaves of size 18"X22"/6. Binding with straw Board of 18oz. on back and cover paper in front.	30	
34	RELEASE ORDER BOOK	Printed on single sid on colour/white paper of 45 / 60 gsm quality. Each register will contain 50 sets in quadruplicate of size 18"x22"/4. The colour of the paper will be green, pink, yellow and white. Sl. No. to be marked. Cross ruling. 1st three copies to be perforated. Binding with straw board of 24 oz. on back and cover paper in front.	30	
35	SALE SUBSIDY REGISTER	Printed on single side on white printing paper of 60gsm quality. Each register will contain 100 sets in duplicate of size 17" X 27"/2. First copies to be perforated. Sl. No. to be marked. Pucca binding with straw board of 36 oz. on both sides.	400	
36	Sample coupon	Printed on single side on color/white printing paper of 45gsm/60gsm quality. Each book will contain 50 sets in quadruplicate of size 18" X 22"/4. First three copies to be perforated. Sl.No. to be marked. Color of the paper will be green, pink and white. Pucca binding with straw	40	

		board of 24 oz. on back and cover paper in front.		
37	SCHEDULE DEDUCTION BOOK	Printed on single side on color/white printing paper of 45gsm/60gsm quality. Each book will contain 50 sets in triplicate of size 18" X 22"/4. First two copies to be perforated. Sl.No. to be marked Color of the paper will be green, pink and white. Pucca binding with straw board of 24 oz. on back and cover paper in front.	25	
38	Seed Processing Intimation Pad	Specification will be provided for issue of purchase order	9	
39	SEED PROCESSING REPORT BOOK	Printed on single side on colored/ white printing paper of 45GSM/ 60 GSM quality. Size will be 17" X 27"/4. Each book will contain 100 sets in duplicate. First copies to be perforated. Colour of paper will be pink & white. Sl. No. to be marked. Binding with Straw Board of 18 oz. on back and cover paper in front.	3	
40	Seed Return Note	Specification will be provided for issue of purchase order	26	
41	SHIFTWISE PROCESSING REGISTER	Specification will be provided for issue of purchase order	15	
42	Stack Card	Printing on single side on white card sheet of 14.2 kg Quality of size 11" X 9". Cross ruling and two eyelets on the top of each card.	1000	
43	STOCK LEDGER (100 Page)	Printed on both side on ledger paper of 80 gsm quality. Each register will contain 100 leaves of size 17" X 27"/4 and index. Sl. No. to be marked. Pucca binding with straw board of 36 oz. on both sides	40	
44	STOCK LEDGER (250 Page)	Printed on both side on ledger paper of 80 gsm quality. Each register will contain 100 leaves of size 17" X 27"/4 and index. Sl. No. to be marked. Pucca binding with straw board of 36 oz. on both sides	160	
45	STOCK LEDGER (400 Page)	Printed on both side on ledger paper of 80 gsm quality. Each register will contain 100 leaves of size 17" X 27"/4 and index. Sl. No. to be marked. Pucca binding with straw board of 36 oz. on both sides	25	
46	STORE REQUISITION BOOK	Printed on single side on color/white printing paper of 45gsm/60gsm quality. Each book will contain 50 sets in triplicate of size 17" X 27"/6. First two copies to be perforated. Sl.No. to be marked Color of the paper will be green, pink and white. Pucca binding with straw board of 24 oz. on both sides.	34	
47	T.A. BILL PAD	Printed on both sides on white printing paper of 60 gsm quality. Each pad will contain 100 leaves of size 17" X 27"/2. Binding with straw board of 24 oz. on back and cover paper in front.	12	
48	WEIGHING SLIP BOOK	Printed on single side on color/ white paper of 45 / 60 GSM quality. Each book will contain 50 sets in quadruplicate of size	17	

	18" X 22"/8. First two copies to be perforated. Sl.No. & Book No. to be marked. The color of the paper will be green, pink, and white. Binding with straw board of 24 oz. on back and cover paper in front.	
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As desired true representative sample for each item offered is separately enclosed.

Kindly looking forward to your order.

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