

**HINDUSTAN PAPER CORPORATION LIMITED
MARKETING DEPARTMENT**

Ref: MKTG/CHQ/09-10/BOS

14.10.2009

**SUB-Notice Inviting Bids (NIB) from stockists for purchase of paper to
printers/ publishers for printing of Textbooks/ Workbooks, engaged
by Sarva Shiksha Abhijan (SSA), Assam .**

Bids are invited from interested stockists for the purchase of minimum quantity of 1500 tonnes(Creamwove/ Maplitho Paper/ Offset Prtg/ Cover Paper in various gsm with watermark) in single stage two bid tender system.

Eligibility Criterion:

1. Stockists who have accomplished sales of atleast 50% of the targeted annualized quantity during FY 2008-09 or FY 2009-10 are eligible to participate in the tender.
2. This scheme will be applicable only for stockists for onward sale to bonafide printers, engaged by printers for **SSA** , **Assam** for printing of Textbooks /Workbooks. (tenders dated 08.09.09/10.09.09/15.09.09/16.09.09/22.09.09/30.09.09)

Bid reference - Various tenders of SSA (tenders dated 08.09.09/ 10.09.09/ 15.09.09/16.09.09/ 22.09.09 /30.09.09 as can be seen at SSA's website:www.ssaassam.gov.in

Procedure for submission of Bids

1. Bids to be submitted only through e-mail.
2. Pre Qualification Bid and Priced Bid are to be submitted in two separate folders. Bids should reach the office of **GM (Marketing), HPC, Kolkata** latest **by 1400 hrs on 20.10.2009** through e-mail at hindpaper_tenderbox@yahoo.com, enclosing scanned copy of the DD/ Pay Order with the Pre Qualification Bid and Priced bid. The e-mail should clearly captioned the subject : "M/s _____ (name of the stockist)/Pre Qualified Bid" and "M/s _____ (name of the stockist)/ Priced Bid" as the case may be. Any bid which is not captioned as mentioned above will not be opened.

3. E-mail box will be opened in the presence of bidders who may like to witness.
4. The Priced Bids of only those stockists who are qualified in Pre- qualification, shall be opened at 1500 hrs. on 20.10.2009.

Pre-Qualification Criterion:

1. Earnest Money Deposits (EMD): Bidders should submit an EMD of Rs five lakh by way of Demand Draft/ Pay Order drawn on any Scheduled Bank in favour of "Hindustan Paper Corporation Limited", payable at Kolkata. DD /PO may be deposited at the respective depot or CHQ and the scanned /hard copy of acknowledgement is to be enclosed.
EMD of the successful bidder(s) shall be returned after receipt of the Irrevocable Bank Guarantee. However the EMD of all the unsuccessful bidders shall be returned after selection of the successful bidder. EMD of bidders who withdraw their offers within the validity period of the bid before finalization of order will be forfeited. Also in case of submission of fabricated / false documents, EMD will be forfeited.
2. The stockist should provide copies of letters of printers engaged by SSA, Assam agreeing to take paper through them.
3. Annual sales executed by stockist during FYs 2006-07, 2007-08 & 2008-09

Other Terms and Conditions:

1. The Priced Bid should clearly indicate the net price as per the enclosed Price Bid format. However, quoted price (which will remain firm till the execution of contract) **must not be less than the current ruling price net of various discount and incentives.**
2. In the event of any ambiguity or misleading information in the price bid, same will be liable for rejection.
3. The rate quoted shall be inclusive of all duties, taxes and levies on ex-Nagaon Paper Mill basis. The offer should be valid for 60 days from the date of opening the price bid.
4. Bids with counter conditions shall not be considered.
5. Under this scheme, orders will be executed with water-mark paper.
6. The quantities lifted against this order by individual stockist, shall not be reckoned for any other discounts or incentives.
7. The payment to be made in advance before the dispatches.

8. The entire order is to be **pre-deckle-matched** by the stockist so that production is uninterrupted. The entire excess quantity of paper, which may be generated due to deckle-mismatching, has to be lifted by the stockist concerned for which indents have to be submitted by the stockist in advance. In case of failure on this aspect, no further production will be taken up and no supply would be made. Any loss that may be suffered by HPC will have to be borne by the stockist.
9. The successful stockist has to submit Irrevocable Bank Guarantee (BG) for Rs 1 Crore towards performance guarantee within 7 days from the date of award of contract. The BG shall initially remain valid till the end of November 2009 and the same may be required to be extended till the completion of the contract. BG shall be in HPC's format.
10. For award of work under this scheme, in the event of quoted price of more than one stockist becoming H-1, preference will be given to stockist with higher sales volume during FYs 2006-07, 2007-08 & 2008-09.
11. The contract will be subject to usual force majeure conditions.
12. HPC reserves the right to accept and / or reject any offer without assigning any reason whatsoever, and the decision of HPC in this regard shall be final and binding.

General Manager (Mktg.)
Hindustan Paper Corporation Limited

Encl: Check list for Pre-Qualification Criteria
Undertaking by the bidder – To be attached with the pre-qualification bid
Priced Bid Format

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14.10.2009

(TO BE DULY FILLED IN & SIGNED BY THE BIDDER)

TO,

GM (Marketing)
Hindustan Paper Corporation Limited
75C, Park Street
Kolkata-700 016

Ref : NIB MKTG/ CHQ/09-10/BOS Dated 14.10.2009

Dear Sir,

While submitting my bid (Pre- Qualification & Priced Bid) with reference to above, I hereby declare that:-

- a) I/We have gone through all the terms and conditions stipulated in the above NIB and I/We agree to abide by the same in the event I am/we are considered for award of the contract.
- b) The information furnished by me/us in this Bid is correct to the best of my /our knowledge and belief. For any false information furnished herein, I/We may be liable for any action that may be deemed fit & proper by HPC.

Further, I/We submit this Bid in the required manner for favour of your consideration.

Yours faithfully

Full signature of Bidder(s)
with date & seal

Address

.....

Place
Date

Pre Qualification Bid - Checklist

	ITEM	YES / NO
1.	Scanned / hard copy of EMD- to be enclosed with pre qualification bid	
2.	Priced Bid in the prescribed format to be given separate	
3.	Copies of letters of printers engaged by SSA, Assam agreeing to take paper through the stockists. –Copy to be enclosed with Pre- Qualification bid	
4.	Details of annual sale executed during FY 2006-07, 2007-08, 2008-09- To be enclosed with Pre- Qualification bid	
5	Undertaking duly signed by the stockists –To be enclosed with Pre- Qualification bid	

Full signature of Bidder(s)
with date & seal

Address

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Place
Date

PRICE BID FORMAT**(Separately for Reels & Sheets with watermark)**

Sl.No	Description	All inclusive rate per tonne (in Rs)	Quantity required in tonne
01	Cream Wovegsm		
01a	For Reels (Ex-HPC Mill)		
01b	For Sheets (Ex-HPC Mill)		
02	Maplithogsm		
02a	For Reels (Ex-HPC Mill)		
02b	For Sheets (Ex-HPC Mill)		
03	Offset Prtggsm		
03a	For Reels (Ex-HPC Mill)		
03b	For Sheets (Ex-HPC Mill)		
04	For Cover Papergsm		
04a	For Sheets (Ex-HPC Mill)		

- Note :
- 1-The price indicated is all inclusive rate on, Ex-Nagaon Paper Mill basis. The prices will be firm till the completion of the order.
 - 2-I/We have read and understood all terms and conditions mentioned in the Bid Document and agree to abide by the same.
 - 3-Bids with counter conditions will not be considered.

Full signature of Bidder(s)
With date & seal

Address

.....

Place
Date