

**HINDUSTAN PAPER CORPORATION LIMITED  
MARKETING DEPARTMENT**

**Ref: MKTG/CHQ/09-10/NIB**

22.10.2009

**SUB- Notice Inviting Bids (NIB) from stockists for purchase of paper to  
printers/ publishers for printing of Textbooks (2010-11) for class I- X,  
willing to participate in the tender of Karnataka Text Book Society (KTBS).**

Bids are invited from interested stockists for the purchase of a minimum quantity of 2000 tonnes (Maplitho SS 60 gsm) in single stage two part bid system(Part I – Pre Qualification Bid, Part II – Priced Bid).

**Eligibility / Prequalification Criteria:**

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 NIB will be applicable only for stockists for onward sale to bonafide printers located within the State of Karnataka, Tamil Nadu, Andhra Pradesh and Kerala, willing to participate in the tender of **KTBS** for printing of Textbooks for 2010-11 and agreeing to take paper through them (stockist).
3. Earnest Money Deposit (EMD): Bidders should submit an EMD of Rs ten 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 any HPC depot or CHQ and the scanned /hard copy of acknowledgement is to be enclosed.
4. The offer should be valid for 60 days from the date of opening the Priced Bid.
5. The stockist should provide copies of letters of printers willing to participate in the tender of **KTBS** for printing of Textbooks for 2010-11 and agreeing to take paper through them.

**Bid reference** : Tender for printing and supply of Textbooks in Kannada, English, Hindi, Urdu, Tamil, Telugu and Marathi languages for 1 to 10 Standards in schools located within the state of Karnataka, as can be seen at website : [dsert.kar.nic.in](http://dsert.kar.nic.in) or [schooleducation.kar.nic.in](http://schooleducation.kar.nic.in).

### Procedure for submission of Bids

1. Bids are 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 **1200 hrs on 28.10.2009** through e-mail at [mktg\\_tenderbox@hindpaper.in](mailto:mktg_tenderbox@hindpaper.in), enclosing a scanned copy of the DD/ Pay Order towards EMD with the Pre Qualification Bid and Priced Bid. The e-mail should clearly caption the subject as "M/s \_\_\_\_\_ (name of the stockist)/Pre Qualification Bid" and "M/s \_\_\_\_\_ (name of the stockist)/Priced Bid" as the case may be. Any bid which is not captioned as aforementioned will not be opened.
3. E-mail box for evaluation of Pre Qualifying Bid will be opened at **1430 hrs on 28.10.2009**. The bidders who may like to witness are welcome to do so.
4. The priced bids of the qualified bidder(s) shall be opened, at **1500 hrs. on 29.10.2009**. The bidders who may like to witness are welcome to do so and no separate communication shall be made in this regard.

### Other Terms and Conditions:

1. The price shall be inclusive of all taxes, duties and levies on ex-Nagaon Paper Mill basis and the same (which will remain firm till execution of Contract) must not be less than the current ex-mill ruling price (net of trade discount, quantity discount, reel rebate (if applicable), cash discount @3%, inclusive of all taxes & duties).
2. In the event of any ambiguity or misleading information in the Priced Bid, same will be liable for rejection.
3. Bids with counter conditions shall be treated as non-responsive and will summarily be rejected.
4. In the Priced Bid, offers are solicited for price of paper without water-mark. In case of supplies of paper with water-mark, an additional amount of Rs.1200 PMT shall be charged extra.
5. The quantities lifted against this order by any stockist, shall not be reckoned for any other discount(s) or incentive(s).
6. The payment is to be made in advance before the dispatches.
7. 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.

8. EMD of the successful bidder(s) shall be returned after receipt of the Irrevocable Bank Guarantee; EMD of all unsuccessful bidder/s 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.
9. The successful bidder has to submit an Irrevocable Bank Guarantee (BG) for Rs 1 Crore in HPC prescribed format towards performance guarantee within 7 days from the date of award of contract. The BG shall initially remain valid till 31.3. 2010 which may be required to be extended at the discretion of HPC.
10. For award of contract, in the event of quoted price of more than one stockist becoming H-1, preference will be given to stockist with higher sales volume (tonnes) 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

**UNDERTAKING**

**(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/NIB Dated 22.10.2009

Dear Sir,

While submitting bid (Pre- Qualification & Priced Bid) with reference to above, I/we 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 and 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**

Stockist who meets the eligibility criteria should enclose the following documents in a separate folders.

	<b>ITEM</b>
1.	Scanned / hard copy of EMD
2.	Copies of letters of printers willing to participate in the tender of <b>KTBS</b> for printing of Textbooks for 2010-11 and agreeing to take paper through them.
3.	Details of annual sales volume (tonnes) executed during FY 2008-09 or, FY 2009-10.
4.	Undertaking duly signed by the stockist

Note: Priced Bid in the prescribed format to be given separate in a separate folder.

Full signature of Bidder(s)  
with date & seal

Address .....

.....

Place  
Date

**PRICE BID FORMAT**

**(Separately for Reels & Sheets without watermark)**

Sl.No	Description	All inclusive rate per tonne (in Rs)		Quantity required in tonnes
		With Water-Marked	Without Water-marked	
01	<b>Maplitho SS 60 gsm</b>			
01a	For Reels (Ex-HPC Mill)			
01b	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