

Stone Tender / Degree / 2022 / 5

Ref No. // XXXX / 2022
Date : XXth April, 2022

Online Tender Notice

Online tenders are invited under two bid systems (Technical & Financial) for **Printing and supply of Degree/Diploma/Certificates** at Devi Ahilya Vishwavidyalaya (DAVV)-Indore, formerly known as Indore university. The tender documents may be downloaded on payment of Rs.2000 (Rs. Two thousand only.) at <http://www.mptenders.gov.in> (Main portal).

The detailed specifications and terms & conditions are given in Annexure I, II, III, IV & V and the same are available at <http://www.mptenders.gov.in> (Main portal) and can be seen at DAVV's website www.dauniv.ac.in. The tenderers must submit tenders as per details mentioned below:

1. Scanned copy of receipts against Earnest Money, Tender Fee and PAN and GST
Technical Bid (Information) Technical Bid (A) online)

2. Price Bid on line

Price Bid (B) (on line)

1. Date of purchase of on line tender

~~XX-XX-2022~~ ~~XX:00~~ PM

2. Last Date of purchase of on line tender

~~XX-XX-2022~~ ~~XX:00~~ PM

3. Last Date of submission of on line tender

~~XX-XX-2022~~ ~~XX:00~~ PM

4. Date of opening of on line Technical bid

~~XX-XX-2022~~ ~~XX:00~~ PM

5. Date of opening of on line Price Bid

~~XX-XX-2022~~ ~~XX:00~~ PM

3. The on line Technical Bid will be opened by the committee constituted for this purpose in presence of the tenderers or authorized representatives interested to be present on prescribed date. The financial bids of technically qualified tenderers will only be opened after technical evaluation by the technical committee. The tenderers should bring ID proofs and representatives should bring the authorization letter from their authorized signatory for attending the process of tender opening.

4. Documents of on line tender will be verified on XX-XX-2022 at 4:30 pm in University Administrative campus of DAVV, RNT Marg Indore. Bidders are requested to submit receipt, copy for Tender fee & EMD and documents related to the Technical Bid. Samples of the proposed paper substrate to be used for printing Degree/Diploma/Certificate which cannot be submitted on line must be submitted in off line sealed envelope 'A' placed in a single envelope with the name of Tender reference no. and closing date subscribed on top of the envelope addressed to the Registrar, DAVV, RNT Marg, Indore on or before Technical opening date. Bidders are requested to ensure early submission of required documents to avoid delay in postal delivery. If any sample/ bid is found delayed in submission after due date such bid will be rejected by the University.

NOTE: Amendment etc. in Tender will not be published in News Papers, it will be uploaded at DAVV's website www.dauniv.ac.in

Registrar

Technical Bid
(On letter head of the Firm & in a separately scaled enveloped)
PROFORMA FOR APPLICATION

You are,
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1. Name of the firm:-
 2. Address of the firm:-
 3. Phone Number (With Code):-
 4. Proprietor's name:-
 5. Address of Proprietor:-
 6. Proprietor's Phone No.:-
 7. Proprietor's Email:-
 8. Details of the firm:-
- (a) Date from which the firm is operating:-
- (b) Turnover of the firm during :- FY 2018 -19(Rs.)
- FY 2019 -20(Rs.)
- FY 2020 -21(Rs.)
- (Please attach documentary evidence)
- (c) PAN No. :-
- (d) GST No. :-
- (e) Service Tax Registration No. Compulsory:-

8. **Tender Processing Fee:** An amount of Rs. 2000.00 (in words Rupees Two Thousand only.) as tender fee (non refundable) is to be paid online on the portal & receipt should be submitted along with the Technical Bid document.

9. **E.M.D.:** The tenderers should deposit the Earnest Money online to participate in the tender on the <http://www.mptenders.gov.in> (Main portal (Any bid without EMD will not be considered). EMD deposit receipt should be submitted along with the Technical Bid document. The EMD will be returned to the unsuccessful bidders and to the successful bidders as per rule no. 15.1 and 15.2 of MP purchase rule 2015. No interest will be paid for earnest money deposited by bidders.

10. Amount of EMD as below:

Sl. No.	Description	EMD Amount	DD No. /FDR Rate
1.	Printing and supply of Pre-printed Degree/Diploma/ Certificates along with webhosted (Cloud) Degree/Diploma/Certificate Generation software facilitating to generate Bilingual (Hindi & English) variable text & mark every Degree/Diploma/Certificate with verifiable unique QR code along with an online Degree/Diploma/Certificate verification facilitation.	1,50,000.00 (In words Rupees One Lac Fifty Thousand Only)	

Annexure-II

You are hereby requested to send a tender for Polypropylene based synthetic paper of thickness 200/225 micron sheets of **Legal Size paper (8.5" Width x 13.5" Height)** with security features.

Scope of Work:-

- a) Template designing in coordination with the University.
- b) Security printing and delivery of certificates as per the security features listed as under as the technical specifications. viz. Guilloche border, Relief Background, High resolution Watermark Mirror image, Microtext Border, Intentional errors, Copy Pantograph, Blind Embossing, Invisible Logo etc..
- c) Supply of software system for Generating **Bilingual (Hindi & English)** variable text & then Printing of the **Degree/Diploma/Certificate** as per University format with unique Encrypted QR codification system facilitated with an online verification of the **Degree/Diploma/Certificate software**. The Degree generation software application must be capable of converting the desired data from English to Hindi automatically.
- d.) The tenderer shall be initially for 3 year which thereafter shall be extensible further on maximum 2 year with the increment of 10% in price per year on mutual agreement basis among the winning bidder & DAVV.

The Smart Certificate solution desired will comprise of **three components**

- a. Pre printed degree certificate on 100% recyclable, Tear Resistant, polypropylene synthetic Paper, printable on High Speed Laser Printers.
- b. Web based application software hosted on a cloud which can generate automated Degree/Diploma/Certificate template as per the data provided. System should be capable of tagging each Degree/Diploma/Certificate uniquely with an **encrypted variable QR code** verifiable online through a customized verification portal.
- c. A verification portal for verifying the authenticity of the Degree/Diploma/Certificate online linked optionally to a payment gateway for collection of the verification fee as decided by the university.

General Specifications

Polypropylene based synthetic Paper of thickness 200/225 microns, **Legal Size paper (8.5" Width x 13.5" Height)**

- a. Super white, smooth and is printable on Laser Printer for Variable Marks printing.
- b. 100% resistant to water after the printing and is Non-Tearable in any direction.
- c. Printable on high speed laser printers for Degree/Diploma/Certificate variable data.
- d. Does not need lamination, but is 100% stable if laminated. No deformation in form.
- e. Made from 100% recyclable eco friendly material
- f. Applicant has to apply with letter of authority from the manufacturer.

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(Signature)

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Specifications of the preprinted certificate

- a. Printed on 100% recyclable, Tear Resistant synthetic Paper .
- b. Paper should be water proof after printing of the marks. No impact of water.
- c. Physical properties should be as under:
 1. Basis weight 184 gsm or more but less than 200 gsm.
 2. Whiteness : 98%
 3. Opacity : 99%
 4. Tensile strength : MD /CD in kN/m :9/26
 5. Tear strength : MD/CD in KN/m :990/450
 6. Stiffness (Clark) :MD/CD S value : 129/247
- d. Paper should not deform or shrink when laminated (thermal)

Printer Specifications

- a. Press has to be ISO 9001 certified
- b. Print Press has to have compatible Print machinery like Indigo Press/ UV offset or similar set up for printing on synthetic Paper.

Features at Annexure-2 are mandatory features required for the Degree/Diploma/Certificate, However, the bidder may specify any additional security features that should be necessarily adopted with details for suitable consideration by the University. The paper should also support printing on ordinary/heavy duty Laser/Inkjet printers in both black & white and in color on both sides.

TERMS AND CONDITIONS:

S.No.	Pre-qualification criteria	Supporting compliance Documents
1.	The Print Press has to have ISO 9001 certification and the machinery & compatible process to print on the Synthetic Paper medium.	Copy of the Registration
2.	The Bidder shall be at firm/company/partnership firm registered under the Indian Companies Act, 1956/the partnership Act, 1932 and who have their registered offices in India.	Copy of Certificate of Incorporation, M.O.A. and Articles of Association
3.	The Bidder should have an average turnover in INR 25 lac in last three financial years (FY. 2018-19, FY. 2019-20 and FY. 2020-21) from printing and allied services rendered in India.	CA certificate document
4.	The Bidder shall have experience in executing at least three assignments related printing service in Central Government/State governments/PSU/Government bodies/Autonomous bodies/private sector during 3 financial years as on March 31, 2021	Copy of work order and any other document exhibiting completion of assignments if assignment completed.

5.	The Bidder should not have been blacklisted by any Central Government/State Government/PSU/Government Bodies/Autonomous Bodies/Private Sector.	A notarized Self-declaration signed by the Authorized signatory on stamp paper.
6.	The Bidder should have prior experience in having supplied, installed and commissioned a Degree/Diploma/Certificate Generation web application cloud managed / in a secure Data center / for any educational institution with unique Encrypted QR code on every certificate as Anti Duplication feature. Degree/Diploma/Certificate Generation Automation is highly desired. Work experience certificate from the served organization is to be submitted with Standard Operating procedure details, Process Flow Charts regarding preparation of the Degree/Diploma/Certificate & their online automatic verification system. Sample document depicting all the desired features & specifications should be submitted physically to the university before the date of opening of the technical bid. The bidder should be able to demonstrate a Proof of Concept (POC) i.e a working, web based application where Degree/Diploma/Certificate certificate generation based on set parameters attached with Encrypted QR code is shown to the committee LIVE within 7 days from the date of Intimation by the University.	Documentary evidence has to be provided
7.	General specifications & the Specifications for the paper substrate used in Pre-Printed certificates proposed to be supplied.	Declaration by the paper manufacturer on letter head.
8.	The bidder should have an representative at Indore to coordinate for software & print technical support on real time basis.	Documentary evidence has to be provided along with phone no. of local representative to so that the representative maybe called during opening of the bids.
9.	If the tender is awarded the winning bidder / vendor shall manage the cost & process, any Degree/Diploma/Certificate data migration required from the server hosted for the purpose by the previous vendor.	A Self-declaration signed by the Authorized signatory on letter head.
10.	If the tender is awarded the bidder/vendor shall be required to submit the Degree/Diploma/Certificate database dump in a usable format as desired by the university after end of every 3 months across the contract period.	A Self-declaration signed by the Authorized signatory on letter head.

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11. **DOCUMENTS COMPRISING THE BID:** The bid document is comprised of this complete document along with dully filled and signed bid proposal sheets and schedules to this document.
 12. The bidder shall complete the bid form separately for Technical and Price bids online on the portal furnishing the work to be supplied and services to be rendered.
 13. The bidder shall submit a scanned copy of this bid document signed on each page, as token of acceptance of all the terms and conditions mentioned therein.
 14. The rates should mention **GST, CGST & SGST** separately.
 15. The financial bid shall be inclusive of all taxes, **GST, CGST & SGST** etc. to be paid by the Bidder for the Work/Service and any claim for extra payment on any such account shall not be entertained.
 16. In case of Private limited/public limited companies the power of attorney shall be supported by Board Resolution and appropriate and adequate evidence in support of the same shall be provided.
 17. Rates 'Per Square Inch' of the paper for the Degree/Diploma/Certificate size should be provided separately.
 18. No alterations or additions anywhere in the Bidder Document are permitted. Corrections, if any should be made clearly and initialed by the authorized signatory of the bidder along with dates. If any of these are found, the Bid may be summarily rejected.
 19. All currency is to be quoted in Indian Rupee only. Taxes and levies as applicable at the time of submission of bids to be mentioned separately.
 20. Tender papers must be submitted along with the following documents(Lead Bidder)
 - a) Copy of GST / Sales tax clearance certificate from the Lead Bidder
 - b) Copy of PAN/TAN Certificate
 - c) Copy of GST registration No.
 - d) Manufacturers Authorization letter for the Non Tearable Paper
 - g) Manufacturer's declaration on the following characteristics of the paper .
 1. Recyclability & Eco-friendliness.
 21. The Bidders have to furnish samples of paper (to indicate quality of paper) in off line envelope 'A' for consideration of the tender committee. Supply must be made as per sample. Central Lab / Institution certification qualifying the material is mandatory.
 22. If some of the document/annexure (s) is/are missing the University has the right to reject the Bid as INVALID Bid.
 23. The Printing cost should be inclusive of all associated costs.

24. The bidder has to quote the price and all taxes separately as prescribed under Government norms and rate will remain valid up to the agreement period.
25. Any software required to provide services under this engagement will be provided by the bidder at their own cost.
26. The Bidder is expected to work out their own rates based on the detailed description of items, the specifications, software needed and conditions and finally arrive at the cost of the Works Service in the appropriate place. The Bidder shall be deemed to have satisfied itself before bidding as to correctness and sufficiency of its Bid. The rates and prices quoted shall, except as otherwise provided, cover all its obligations under the contract and all matters and things necessary for proper execution Works/Services including server hosting cost.
27. **CLARIFICATION ON BIDDING DOCUMENTS:** If the prospective bidder is in doubt as to the true meaning of any part of the bid document; he shall at once make a request in writing for an interpretation/Clarification to the **Devi Ahilya Vishwavidyalaya (DAVV) Indore**. The University shall issue interpretation/clarification as it may think fit in writing. The Institute will not respond to any clarification sought by the bidders 5 days before the last date of submission of the bid.
28. F.O.R. destination at **Devi Ahilya Vishwavidyalaya (DAVV), Nalanda Campus, R. N. T. Marg, Indore (M.P.)**
29. Quoted rate should be valid for entire contract period.
30. The Quality and specification be adhered to strictly. If not found according to our sample, supply will not be accepted.
31. Kindly quote your **Income Tax PAN No./GST No.**, mandatory on the quotation raised by you.
32. The lowest rate will not be the only basis of claim to get the order.
33. Printing of 'Pre-Printed Degree/Diploma/Certificate Certificates' will be completed within 4 weeks from the receipt of the purchase order. If the supply is delayed beyond the stipulated time to completion of supply, penalty of 1% per week of total cost may be imposed at the discretion of competent authority. The penalty may be upto 10% of the total cost. Further incase qualified tenderer refuses or fails to supply, the earnest money deposited in question will be forfeited & firm will be declared blacklisted for 5 years period starting from the date of issue of the letter there for.
34. Minimum order quantity shall be minimum for 60,000 Nos.(in words Sixty thousand **Degree/Diploma/ Certificates**) per year & the quantity may increase, for any quantity above minimum order quantity payment will be made on actual basis as per quoted rates.
35. All disputes are subject to jurisdiction of Courts at Indore.
36. Vice Chancellor, at **Devi Ahilya Vishwavidyalaya (DAVV)**, reserves the right to reject or accept any tender.
37. Kindly mention enquiry reference number, subject, due date, contact address etc. on your envelopes. Incomplete quotation will not be accepted.

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Deputy Registrar (Exam & Store)

Vandana Bhalerao
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P. S.
[Signature]
[Signature]

**TENDER FOR PRINTING AND SUPPLY OF PRE-PRINTED
DEGREE/DIPLOMA/CERTIFICATES WITH SECURITY FEATURES WITH
DEGREE/DIPLOMA/CERTIFICATES GENERATION SOFTWARE FACILITATION**

PRICE BID

(To be quoted online in the prescribed proforma only)

1. Name of the Bidder
2. Address :

Sl. No.	Description of the Work	Basic Rate in Rs. (per Unit)	Rate of % GST	GST Amount	Total Amount in Rs.
1	a. Printing of Degree/Diploma/Certificate in four color with all the security features as mentioned in scope of work, on Polypropylene based synthetic Paper of thickness 200/225 microns as per specifications, Legal Size paper (8.5" Width x 13.5" Height) and a web based Software system –as described for QR code tagging of each Degree/Diploma/Certificate.				
	b. For Size variation purpose 'Quote per square inch' of the rate for above paper.				

Signature & Seal of Tenderer

Note:- Rates must be inclusive of all taxes and including transportation of the material to the Devi Ahilya Vishwavidyalaya (DAVV), Indore, M.P. directly from the printer's place along with insurance charges.

Annexure-IV

TENDER FOR PRINTING AND SUPPLY OF DEGREE/DIPLOMA/CERTIFICATES WITH SECURITY FEATURES

DECLARATION

I..... do hereby declare that our firm is not black listed and no enquiry/cases are pending against us by the Govt. of India/any State Board/Universities, since inception of the firm/company.




I further undertake that if above declaration proves to be wrong/incorrect or misleading our tender/contract stands to be canceled/terminated.

Date:
Place:

Signature of Authorized Person:

Name of the authorized Person:

Seal of the Company:




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**TENDER FOR PRINTING AND SUPPLY OF DEGREE/DIPLOMA/CERTIFICATE
CERTIFICATES WITH SECURITY FEATURES**

CHECK LIST FOR TENDRER TO BE SUBMITTED ALONG WITH TENDER

Mention Yes/No with the Details required:

1.	Tender Document	
2.	E.M.D. Paid If Yes: a) Name of bank b) Please state whether Nationalized bank or schedule bank	
3.	Literature	
4.	Tender Validity	
5.	Place of inspection	
6.	Details of specifications	
7.	Income- Tax Return & Sales- Tax document a. Sales Tax Registration no. b. GST/ VAT/CST/Service Tax challans c. Income tax return/assessment order of last year.	
8.	Delivery Period	
9.	Payment conditions	
10.	Plases state here that whether the certificates you have offered are as per tender specifications in all respect or as may YES or NO.	
11.	F.O.R. /Free delivery your rates are on FOR destination basis inclusive of insurance charges.	
12.	Sample: Have you submitted the sample?	
13.	Name of Proprietor/partner/Director with Full residential address and telephone No. Fax No. etc.	
14.	Have you submitted all documentary evidence duly attested.	
15.	Other Document other than documents mentioned in tender Bid.	

DECLARATION

We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. We also understand that non-compliance of any documents will be treated as no- respective tender and we will lose our claim to participate in the tender enquiry automatically and our tender will be liable to rejected.

Signature of Authorized:

Name of the authorized Person:

Seal of the Company