



THE JAMMU & KASHMIR BOARD OF SCHOOL EDUCATION,
Academic Division, Rehari Colony, Jammu-Tawi-180005 (Nov-Apr)/
New Campus, Bemina, Srinagar-190010 (May-Oct)
E-mail: directoracad@jkbose.co.in 0191-2952817, 0194-2494522

TENDER NOTICE

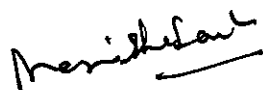
No: F/Acad-C/Tend/01/2021

Dated: 28-01-2021

INVITING RATES FOR DESIGNING AND COMPOSING OF TEXT BOOKS OF J&K, BOSE.

Sealed Tenders are invited from Designers/Composers for Pre-Press design and composing including page maker up lay out and proof reading etc, of Textbooks of J&K BOSE at Jammu and Srinagar for Academic Session 2020-21, 2021-22 and 2022-23 on yearly renewable basis subject to satisfactory services of the firm. The Tender Form having terms & conditions with specifications can be downloaded from JK BOSE website: www.jkbose.ac.in for which Bank Draft of Rs 500/- as Cost of Tender Form and Earnest Money of Rs, 20000/- (as refundable Security) in favour of Secretary, JK BOSE payable at Srinagar be enclosed with the Tender Form. The Tenders received after the specified closing date and time shall be rejected.

The Secretary JK BOSE reserves the right to accept or reject any or all the tender without assigning any reason thereof.


Secretary
JKBoSE

THE JAMMU AND KASHMIR BOARD OF SCHOOL EDUCATION
Academic Division, Rehari Colony Jammu/ Bemina Srinagar.

Tender Notice

**INVITING RATES FOR DESIGNING AND COMPOSING OF
TEXT BOOKS OF JKBOSE**

Bid Reference and Date	Tender No: F/Acad-C/Tend/01/2021 Dated: 28-01-2021
Last date and time of receipt of Bid and Address of Communication	20-02-2021 till 3:00 P.M. Office of the Secretary, J&K Board of School Education, BOSE Campus, Rehari Colony Jammu- 180005, <u>Tel:- 0191-2583601</u>
Place of receiving of the Bid and address of Communication.	Office of the Secretary, J&K Board of School Education, BOSE Campus, Rehari Colony Jammu- 180005, <u>Tel:- 0191-2583601</u>
Cost of Tender Documents	Rs.500/- (Rupees Five Hundred Only) in form of Demand draft favoring Secretary JKBOSE (Non-refundable)
Bid Security (EMD)	Rs.20,000/- (Rupees Twenty Thousand Only) Earnest Money, Refundable
Pre Bid Meeting	22-02-2021 <i>at 03 pm</i>
Contact Person	Director Academics, JKBoSE, Rehari Colony Jammu- 180005, <u>Tel:- 0191-2952817</u>

Note:* Bidders are requested to check the JKBoSE Website.

Email:- directoracad@jkbose.co.in

Scope of Work

- a) Typing, type setting, composing design and layout of text pages.
- b) Procurement of relevant photographs.
- c) Creations of Vector images.
- d) Typesetting design & layout of Cover pages.
- e) Updating of already composed/designed pages.

General Instructions

1. Tenders in sealed envelopes super-scribed “ **Tender for pre-press design and composing of Text Books of JKBoSE**” should reach the office of the Secretary JKBoSE, Campus Bemina Srinagar by or before 20-02-2021 up to 03:00 PM, along with an Earnest Money Deposit (EMD) of Rs.20,000/- (Rupees Twenty Thousand only) by Bank Draft payable at Srinagar in favour of Secretary JKBOSE.
2. Designers/Composers having the complete in-house facilities required for the work under one roof may only submit the tender.
3. The bidder shall be registered with a Government Department, preferably DIC
4. The bidder shall have a minimum 3 years, experience on above services to at least three Organisations/Public Sector units/Govt. Departments.
5. Service Tax registration Certificate (Copy be attached with the tender).
6. Pan/GIR card (Copy be attached with tender).
7. Copy of latest IT returns to be attached with tender.
8. The bidder should have a valid GST Registration (Copy be attached with tender)

Terms & Conditions

1. The Bidder should have a valid Bank Account of its own.
2. The firm should not have been blacklisted by any organization (an undertaking on letter head must be enclosed with bid).
3. The standard of designing and composing must be at par with NCERT. In case designing and composing is found to be unsatisfactory in any respect, the same shall be rejected and the BoSE shall have the right to forfeit the EMD of the Firm.

4. A penalty @ 5% per week, subject to maximum of 25% on the Proportionate amount of the bill on account of failure in completion of work within stipulated period will be imposed.
5. The Secretary JKBoSE reserves the sole right to accept or reject any or all the tenders without assigning any reason.
6. In case of any breach of the terms and conditions on part of the bidder/refusal to undertake the job of designing/composing after being declared successful, the Board reserves the right to terminate the contract/forfeit the Earnest money at any time without notice.
7. There shall be no provision for advance payments on account of Composing/designing.
8. There shall be no provision of revision of rate quoted during the validity of contract.
9. The payment will be made only after the successful completion of work, subject to a satisfactory report obtained from the Incharge Officer of concerned section responsible for such work (Academic Division JD/KD).
10. The successful tenderer has to enter into contract with JKBoSE.
11. The successful tendered has to furnish a performance Security to the tune of 10% of contract value and thereafter his EMD be released. The performance security shall be released after successful completion of the contract.
12. That in case of any dispute between the parties to the contract or arising out of the contract, the same shall be referred to the Chairman, BoSE or any other Officer duly nominated by him/her, who shall act as sole arbitrator to settle the dispute between parties and his decision shall be final and binding on the parties to the contract.
13. Jurisdiction for any legal proceeding shall be the courts of at Jammu and Srinagar only.
14. The JKBoSE shall be empowered to deduct at source Income Tax and other taxes from payments at rates announced by the Govt. from time to time.

Additional Terms and Conditions.

1. The designer shall provide two black and white printouts for proof reading/corrections and final printout after incorporation of all corrections to the Academic Section.
2. Once a book is finalized the composer/Designer shall provide one print ready soft copy of the Book in non-editable format on CD/Pen drive.
3. The designer shall also provide optimized PDF for uploading on JKBoSE Website (Preferable less than 2 MB)

The above terms and conditions are acceptable to me/us.

Signature of Tenderer.

Address: _____

Mobile No: _____

Rubber Stamp: _____

E-mail ID: _____

Date: _____

Annexure: "A"

Price Bid Proforma (on the letter Head of the Tenderer)

S. No	Description of Work	Rate						
		English	Urdu	Hindi	Dogri	Kashmiri	Punjabi	Bodhi
1.	Typing, typesetting, composing, Design & layout (including Scanning & Placement of Provided Images)							
2.	Typesetting, composing, design & layout including Scanning & placement of Images (text provided in MS Word format)							
3.	Procurement of relevant Photographs	Rate of Photograph						
4.	Creation of Vector Images	Rates per Image						

No of Pages ↓	Number of Titles			
	One	Two	Three	Four
80 to 100	_____ Days	_____ Days	_____ Days	_____ Days
100 to 125	_____ Days	_____ Days	_____ Days	_____ Days
125 to 150	_____ Days	_____ Days	_____ Days	_____ Days
150 to 175	_____ Days	_____ Days	_____ Days	_____ Days
175 to 200	_____ Days	_____ Days	_____ Days	_____ Days