

Memo No. 1934 /SSM

Date: 22 - 09 - 2016

Notice Inviting Tender

For Printing of Data Capturing Format for collection of Student Information  
from pre-primary to Class-XII, UDISE2016 Data Capturing Format and its Bengali Guidelines

Sealed Tender are hereby invited from bonafide and reliable organizations preferably having printing press and bulk amount of printing experience for printing of collection of Student Information from pre-primary to Class-XII in Student Data Capturing Format (Student DCF) in good quality A3 Paper and its single page one side English Instruction in good Quality A4 Paper Size paper, data capturing format (DCF) of UDISE 2016 and its Bengali guidelines in good quality A4 size paper. Single side printing Rate of back to back printing of a sheet is to be mentioned inclusive of all taxes and inclusive of cost of stapling. Items to be printed are as follows :-

SINo	Items to be Printed Out (Back to Back printing)	No. of sets required to be printed out	Total No. of Pages to be printed
1	Data Capturing Format for collection of Student Information from pre-primary to Class-XII (Student DCF) in A3 size paper (1 set = 1 sheet = 2 pages back to back printing (each page of DCF of one side will capture 6 Student info with a total of 12 student info. in both pages of a sheet)	95000	190000
2	English Guidelines of Data Capturing Format for collection of Student Information from pre-primary to Class-XII in A4 size Paper (One/Single side Printing Page)	15000	15000
3	Printing of UDISE 2016 DCF - 1 <sup>st</sup> Part in A4 Size paper( From First Page - RMSA and SSM logo with School basic Information to C.Teachers Staff Detail Page) (back to back printing)	4518	33129
4	C. Teachers and Part-Time Instructor (Including HM) page (One Page Single Side Printing in A4 Size paper)	4518	4518
5	UDISE 2016 DCF 2nd Part in A4 Size paper (1 set = 6 sheet = 12 pages back to back printing)	4518	54216
6	Blank UDISE2016 DCF (1set = 10 sheet = 20 pages back to back printing) in A4 Size Paper	750	15000
7	U-DISE Instructions in Bengali 2016-17 (1set = 11 sheet = 22 pages back to back printing) in A4 Size Paper	5268	115896
<b>Total</b>			<b>427759</b>

UDISE 2016 DCF 1st Part (Sl. No 3) of a school are to be stapled with Teachers and Part-Time Instructor (Including HM) page (Sl. No. 4) and 1 set of UDISE 2016 DCF 2nd Part (Sl. No. 5) as per order of SL No 3,4,5 and will comprise one set of UDISE 2016 DCF of respective school. Blank UDISE 2016 DCF (Sl. No 6) and its Bengali Guideline (Sl. No. 7) will be stapled separately and will comprise each individual set.

Rate must be mentioned as per following format in tender document :-

Items to be printed	Paper to be used for Printing	Total number of pages to be printed (back to back printing)	Single side printing Rate of back to back printing of a sheet (inclusive of all taxes and inclusive of cost of stapling) (1 sheet = 2pages back to back)	Paper Quality (in GSM) (Mention GSM)
Data Capturing Format for collection of Student Information from pre-primary to Class-XII (Student DCF) in A3 paper	A3	190000		
English Guidelines of Student DCF, UDISE 2016 DCF-1 <sup>st</sup> part, Teachers page, UDISE 2016 2 <sup>nd</sup> part, Bengali Guidelines of UDISE 2016 DCF in A4 Paper (SINo. 2,3,4,5,6,7)	A4	237759		

Following papers must be submitted along with tender documents.

1. Xerox copies of Sales Tax/VAT Registration Certificate.
2. Xerox copies of Latest Service Tax Certificate.
3. Xerox copies of Latest Professional Tax Clearance Certificate and previous work experience certificate related to printing work from Government, Semi-Government or PSU Offices.

Interested parties may offer their tender papers and all credentials on their own letter head with their seal and signature addressed to the District Project Officer, SSM, Nadia in a sealed envelope. The line "Tender For Printing of Student DCF and its English Guidelines, UDISE2016 Data Capturing Format and its Bengali Guidelines" should be super scribed on the sealed envelope.

Sample copy of materials to be printed can be seen at District Project Office, SSM, Nadia.

<b>Last Date and Time of dropping of Tender at the specified Box at the District Project Office, SSM, Nadia</b>	<b>On 04.10.2016 at 12:00 noon</b>
<b>Opening of Tender at the chamber of District Project Officer, SSM, Nadia</b>	<b>On 04.10.2016 at 1:00 PM</b>

DPO,SSM, Nadia reserves the right to accept or reject any or all of the tenders without assigning any reason thereof. Printed materials are to be bundled CLRC wise and printing works of Student DCF and its guidelines (Sl No.1, 2)are to be completed first and to be delivered within 2 working days from date of receiving of the work order without fail. Printing of UDISE 16 DCF and its guidelines are to be completed with 3 working days from date of receiving of the work order without fail. NIT is also available at website [www.nadia.gov.in](http://www.nadia.gov.in).

For District Magistrate, Nadia &  
District Project Director, SSM, Nadia

Date :- 22:09:16

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Copy for kind information and taking necessary action to :-

1. C.A to the Savadhipati, Nadia.
2. P.A to the The District Magistrate, Nadia
3. C.A to the Addl. District Magistrate(Gen), Nadia.
4. Sub Divisional Officer, Sadar/Ranaghat/ Tehatta/Kalyani Sub Division.
5. Secretary, NZP with a request to publish in Nadia Zilla Parishad Website.
6. Karmadakshya, Siksha, NZP.
7. D.I of Schools (PE), Nadia
8. D.I of Schools (SE), Nadia
9. Chairman, NDPSC.
10. Officer-in-Charge(General Section), Nadia Collectorate with a request to publish the NIT at Nadia Collectorate Notice Board.
11. DICO, Nadia
12. DIO, NIC with a request to publish in district website.
13. Block Development Officer, All Blocks.
14. Chairman, All Municipality/NAA.
15. Circle Project Co-Ordinator, All CLRC.

For District Magistrate, Nadia &  
District Project Director, SSM, Nadia