



ज्ञानगंगा घरोघरी

Yashwantrao Chavan Maharashtra Open University

'Dnyangangotri', Near Gangapur Dam, Nashik - 422 222

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Application for
EMPANELMENT OF PRINTERS FOR
PRINTING OF BOOKS & OTHER PUBLICATIONS

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**Yashwantrao Chavan
Maharashtra Open University**

'Dnyangangotri', Near Gangapur Dam, Nashik - 422222
Phones : (0253) 2231714, 2231715 Fax : (0253) 2231716

**Application invited for Empanelment of
Printers for Printing of Books & Other
Publications**

University invites applications for the **Empanelment of Printers for Printing of Books & Other Publications worth approx. Rs. 10 Crores for the Year 2012-13**. Blank forms are available on payment of Rs. 5000/- in cash or Rs. 5500/- by post (non-refundable) by D. D. (drawn on **only any nationalised bank**, in favour of '**Finance Officer, Y.C.M. Open University**' payable at Nashik) on or before **07/03/2012 upto 3.00 pm**. The said document is available till **07/03/2012 upto 3.00 pm**. on official website of the university <http://ycmou.digitaluniversity.ac>. Sealed application will be received till **1.00 p.m.** on **13/03/2012** and opened at **2.00 p.m.** on the same day if possible in the presence of the applicants who opt to remain present. Postal delay will not be considered. The university reserves the right to reject any or all applications without assigning any reason thereof.

Registrar

Badhan/AA12-054



Empanelment of Printers for Printing of Books & Other Publications

Details of Work

1. Printing of Books and other General Publications with Designing Art Work, Composing and Paper material.
2. Reprinting of Text books with Binding & Paper.
 - No. of Text books : 308
 - No. of Total copies : 60,00,000 (*approx*)
 - Text Printing : Single colour
 - Cover Printing : Two or Four Colours
 - Text Paper to be used : 60 gsm Maplitho of A-Grade Mill.
 - Cover Paper to be used : 280 gsm White Back Duplex Board OR
300 gsm Art Card

Pre-qualification Criteria

01. The Printer should be sole proprietary concern, Partnership firm or Company and should be registered with Registrar of Firm / Registrar of Companies wherever applicable.
02. The printer should have been in existence / operation for the last 5 years with an important part of its business being printing of Text Books and Publications Books. (Certified by CA)
03. The Printer should have undertaken printing work of Govt. depts, Semi Govt. offices, Public sector undertaking and reputed Private Agencies and empanelled with not less than 3 institutions.
04. The printer shall furnish documentary evidence about Technical and production capability necessary to perform the contract with a Minimum capacity of printing 1 (one) Lacs books per day in Pin and Perfect Binding each.
05. Printer should get a confirmation in writing from the Paper Mill upto a maximum of three paper mills (and not from the authorized distributor/agent) indicating concerned mills willingness to supply the required quantity of paper in time as per the technical specification in case any order is placed by the Bidder for the same.
06. The Printer should be an income tax assessee, having filed his income tax return for the last three assessment years.
07. The Printer should have achieved average annual turnover of not less than Rs.5 Crores per year during last three financial years.
08. The Printer must produce latest valid Bank Solvency Certificate worth not less than Rs. 10 Crores from the Nationalized bank.
09. The Printer should have undertaken similar works, the value of each work shall not be less than Rs 1 Crore per annum.

10. The Printer should be capable of delivering the printed material at various Regional / District Centres of university in the Maharashtra and Goa State.
11. Printer should have his own vehicles for delivery of Text-books. Atleast three trucks (10 ton) / Ichers (10 Ton) and two mini trucks (3.0 ton) with loading and unloading facility is required.
12. The Printing press should be equipped with prepress, plate making, text printing (web/sheet fed) machinery, colour offset printing machinery, automatic binding & paper cutting machine and computerized designing facilities etc.
13. The application of only those Printers that fulfill the pre-qualification criteria would be considered by Yashwantrao Chavan Open University, Nashik.
14. The empanelled Printers shall be informed separately and tender form / quotation documents shall be issued to these printers in due course of time. Terms & conditions stated in tender / quotation documents will be mandetory for the empaneled printers.
15. At the time of assigning any job of printing, the Printer will have to deposit a Security Deposit (SD) to the extent of 5% of the total value of Contract.
16. The SD will be refunded on completion of printing job satisfactorily.
17. Any deviation in completed job as compared to the schedule of Requirements, not completing the job in time prescribed by Y.C.M.O.U. or supply of printed material of inferior quality will be liable to reduction in Payment or total rejection of printed material at Printer's cost. \
18. Accepting the application by the Yashwantrao Chavan Open University, Nashik would not guarantee the award of contract. The Yashwantrao Chavan Open University, Nashik reserves the right to accept or reject any or all applications without assigning *any* reason therefore.
19. Any dispute related to this process and arising out of terms and conditions thereof, the same will subject to Nashik Jurisdiction only.

How to Apply

- Application should be submitted in the prescribed form along with attested copies of the documents as stated in the application form.
- The prescribed application forms are available on sale at a price of Rs. 5000/- in cash or Rs. 5500/- by post (non refundable) by D.D. (drawn on only any nationalised bank in favour of 'Finance Officer, Yashwantrao Chavan Maharashtra Open University payable at Nashik') on or before 06/03/2012 upto 3.00 pm.
- The said document is available till 06/03/2012 upto 3.00 pm on official web site of the university <http://ycmou.digitaluniversity.ac>.
- Sealed applications will be received till 1.00 pm on 10/03/2012 and opened at 2.00 pm on the same day, if possible in the presence of the applicants who opt to remain present. Postal delay will not be considered.
- Completed application form along with the requisite documents (attested) shall be submitted in a sealed envelope clearly indicating the category of work. i.e. **“Empanelment of Printers for Printing work”** on top of the envelope addressed to **Registrar, Yashwantrao Chavan Open University, Govardhan, Nashik – 422 222.**



Yashwantrao Chavan Maharashtra Open University
Nashik - 422 222

Application Form for Empanelment of Printers

01. Name of the Printer : _____
02. Nature of Printer's Establishment : _____
(Sole Proprietorship, Partnership firm, Pvt. Ltd.,
Public Ltd etc.) (Attach Photo copy of Partnership
Deed & Certification & Incorporation)
03. Registered Office : _____

04. Registration No. if any /Trade License No. : _____
CST No. : _____
Sales Tax / Vat Registration Certificate : _____
Sales Tax / Vat Clearance Certificate : _____
PAN Card No. : _____
Factory Registration License : _____
PF Registration No. : _____
ESIC Registration No. : _____
No Due Certificate from Sales Tax Dept as on : _____
31-03-2011
ISO Certification
Company Profile
Technical Persons List
(Attach all above Photocopy with Self Attested)
05. Year of Establishment : _____
06. Address for Communication : _____

07. Name of Owner / Director / Proprietor Partner : _____
(with Address and Telephone Nos)
08. Telephone No.of the Contact Person : _____
(Mobile no. if any)
09. Annual business turnover for last three years : _____
(2008-09, 2009, 2010, 2010-2011 Attach CA
attach certified copies of Annual Financial Statement)
10. Photo copy of returns filed with Income Tax : _____
Deptt. (last three years)

11. Name of Bankers with full address : _____
 Details of credit facilities if any : _____

12. Whether Printer is associated with Govt. deptts., : _____
 Semi Govt deptt etc in any other contract in the
 past ? If yes give details : _____

13. Name of the Organisations/ Institutions presently : _____
 empanelled
14. Details of experience (with photocopies of : _____
 order for last three years)
15. Whether the Bidder have premise quipped with
 following Inhouse Facility
- QTY (in Nos)*
- 1) Pre-Press Unit : _____
- 2) Plate Making Unit : _____
- 3) Sheet Fed Offset machines : _____
- 4) Web Fed Offset machine : _____
- 5) Two Colour Sheet Fed Offset Machines : _____
- 6) Four Colour Sheet Fed Offset Machines : _____
- 7) Binding Machines : _____
- 8) Sufficient & Safe space for storing paper : _____ Sqft
 and printed Books
16. Field of Activity : _____

17. Activity in which specialization achieved : _____

18. Particulars of machinery held by the owner : _____
 and location details
 (Attach Separate Sheet if required) _____
19. Number of employees : Permanent : _____
 Casual : _____

20. Number of working days per week : _____
21. Number of Shifts per day : _____
22. Production capacity per day
- (a) Printing of A-4 size Pages : _____
- (b) Binding of Books
- (i) Center Pinning : _____
- (ii) Perfect Binding : _____
- (c) Any other work or works (Specify) : _____
- _____
- _____
23. Number of days required to execute order
- (i) Upto 124 pages Text book, 1,00,000 copies : _____
2 colour / 4 colour cover and centre pinning binding.
- (ii) Upto 300 pages Text book, 1,00,000 copies : _____
2 colour / 4 colour cover and perfect binding.
24. No. of Vehicles for delivery of text books : *No. of Vehicles*
- (i) Truck (10 ton) / Icher (10 ton) : _____
- (ii) Mini Trucks (3 ton) : _____
- (ii) Other vehicles (*specify details*) : _____
24. Whether any Civil Suit / Litigation has arised in : _____
the contract executed during the last 3 years /
being executed. If Yes, please furnish the name _____
of contract, Govt. Office / Semi Govt. Office,
Other Office, Nature of work, contract value. _____
work order with date and brief details of litigation.
25. Any other information which you would like : _____
to add _____
- _____

(Note - In case the space provided for submitting information is inadequate, a separate sheet may be enclosed for furnishing information indicating Sr. No. of the item.)

I / We do hereby certify that the information as provided above is correct and true in all respect. In case of furnishing of any false information. suppression of any provided information, the application shall be liable for rejection, besides initiation of penal proceeding by Yashwantrao Chavan Maharashtra Open University, Nashik, if it deems fit.

The by Yashwantrao Chavan Open University, Nashik's decision will be binding to our Organisation.

Address

Date : / /2012

Signature, Name, Firm Name, Seal