



Gujarat Mineral Development Corporation Limited

Tender Document For

The Work

Of

PRINTING, BINDING AND SUPPLY

OF

FULL SCAPE & SMALL SIZE NOTEBOOKS

AT OUR VARIOUS PROJECTS

Tender Number GMDC/PUR/001/21-22

PURCHASE DEPARTMENT

GUJARAT MINERAL DEVELOPMENT CORPORATION LIMITED

(A Govt. of Gujarat Enterprise)

“KhanijBhavan”, 132 Ft. Ring Road, Nr. University Ground, Vastrapur, Ahmedabad-380052.

Phone: 079-27910933(D)/27913200/3501/0665/1662 **Fax:** 079-27913891/1454

E-mail: purchase@gmdcltd.com *Website:* <http://www.gmdcltd.com>



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E-Tender No. GMDC/PUR/001/21-22.

Item Description	Printing, Binding and Supply of Full Scape and Small Size Note Books for GMDC Employee.(As per Technical Specification, Form PG)
Quantity in numbers	Full Scape Notebooks – 25446 Numbers Small Size Notebooks – 101814 Numbers
Place of supply	As mentioned in Tender document.
Estimated Purchase order value	Rs 3116000/-
Tender Processing Fee (Non-refundable)	Rs. 2500/- (Rupees Two Thousand Five Thousand only) plus GST @ 18% aggregating to Rs.2950/- (Rupees Two Thousand Nine Hundred Fifty Only)payable by Demand Draft/ Pay Order drawn in favor of “GMDC Ltd.” Payable at Ahmedabad. <i>Relaxation in terms of submission of Tender Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.</i>
Amount of EMD	Rs. 93500 (Rupees Ninety three thousand Five hundred only) in form of DD in favour of GMDC Ltd. payable at Ahmedabad from any GOG approved Banks (not being a cooperative Bank). Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-B) ICICI Bank, Ahmedabad Branch, Ahmedabad Account Number: 002405019379 ➤ IFSC: ICIC0000024 <i>Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.</i>
Late Delivery Penalty	0.5% per week subject to maximum 10% of total purchase order value
Delivery Period	Within 5 Weeks from the date of receipt of Purchase Order.
Availability of Tender document	On web sites www.gmdcltd.com ,and



	https://nprocure.com
Last Date and Time of down loading of tender and on line submission of Bid.	11/04/2022 up to 15.00 Hours.
Last Date & Time of physical submission of Tender processing Fee, EMD & supporting documents	11/04/2021 up to 16.00 Hrs. on https://nprocure.com only.
Date & Time of opening of technical bid.	11/04/2022 AT 16.05 Hours. Hours at our Corporate Office Ahmadabad.
The GMDC reserves its right to reject any or all tenders or split the job between more than one bidder without assigning any reason thereof.	



1. Purpose of the Document

The tender document floated by GMDC (Gujarat Mineral Development Corporation Limited), A Government of Gujarat Enterprise is to select a successful bidder which would be responsible For printing, Binding and supply of Full Scape and Small size note books at our various projects at the quoted price and contract terms & conditions.

2. About GMDC

Gujarat Mineral Development Corporation Limited herein after referred to as GMDC, a Government of Gujarat Enterprise, is a pioneer company in the field of mining for more than five decades, catering to the needs of the minerals and solid fuel for the industries based in Gujarat. GMDC's mining activities are spread all over Gujarat. It is currently dealing in minerals like Lignite, Bauxite, Fluorspar, Ball Clay, Silica sand and Manganese. GMDC has also set up a 250 MW lignite based Thermal Power Station at NaniChher in Kutch, Wind power plant of 200 MW at Maliya, Jodiya, Godsar, Bhanvad, Bada, Varvada, Rojmal and Solar Power plant of 5 MW at Panandhro Project.

3. General Instructions to Bidders

The section aims to provide guidelines/Instructions for Bidders, to be used while submitting the Proposals.

3.1. Cost of Bidding

The Bidder will bear all costs associated with the preparation and submission of its bid and GMDC LTD., will in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

3.2. Due Diligence

The Bidder is expected to and shall be deemed to have examined all instructions, forms, terms and specifications and other information in this Tender Document. The bid should be precise, complete and in the prescribed format as per the requirement of the Tender Document. Failure to furnish all information required by the Tender Document or submission of a bid not responsive to the Tender Document in every respect will be at the Bidder's risk and may result in rejection of the bid. GMDC LTD. shall at its sole discretion be entitled to determine the adequacy/ sufficiency of the information provided by the Bidder.

3.3. Clarification of Bidding Documents

GMDC LTD. shall make best efforts to respond to any request for clarification of the Tender Document. The response/clarification shall to the extent possible be made in writing.



3.4. Amendment of Tender Document

At any time before the deadline for submission of bids, GMDC LTD may modify the tender Document for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by amending, modifying and/or supplementing the same. Any amendments/modifications in the tender document would be displayed on GMDC Web Site/nprocure website and all such amendments shall be binding on the Bidder without any further act or deed on GMDC LTD part. In the event of any amendment, GMDC LTD reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidder reasonable time in which to take the amendment into account while preparing their bids. GMDC LTD may at its sole discretion, extend this deadline for submission of bids by amending the bid documents.

3.5. Contact Details

All inquiries concerning this procurement are to be addressed to the following: General Manager (Purchase) Gujarat Mineral Development Corporation Ltd. KhanijBhavan, 132nd Ring Road, University Ground, Vastrapur, Ahmedabad 380 052 ,EPABX :079-27913501, 27913200Extn.No :1760
E-mail : purchase@gmdcltd.com , jndave@gmdcltd.co.in

3.6. Language of Bid

All Proposals and various documents related to these Proposals should be in English Language. All correspondence between GMDC LTD., and the Bidder would also be in English Language. Supporting Documents and Printed Literature furnished by the Bidder may be in another Language provided the same are accompanied by an accurate translation in English Language

3.7. Late Bids

Any bid received by GMDC LTD., after the deadline for submission of bids prescribed by GMDC LTD., summarily rejected. GMDC LTD. shall not be responsible for any postal delay or non-receipt /non-delivery of the documents. No further correspondence on this subject will be entertained.

3.8. Right to Accept Proposal

GMDC LTD., reserves the right to accept or reject any Proposal, and to annul the Proposal process and reject all Proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Consortium of the grounds for such decision.

3.9. Period of Validity of Bids

Bids shall remain valid for 180 days after the date of bid opening prescribed by GMDC LTD, pursuant to the Tender schedule mentioned in this document. In exceptional circumstances, GMDC LTD. may solicit the



Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. Extension of validity period by the Bidder shall be unconditional.

3.10.Sub Contract

The Successful bidder shall not assign or sub-contract any portion of this supply without prior written consent of GMDC.

3.11.Consortium / Joint Venture

Consortium / Joint Venture are not allowed.

3.12. Change in Law

Nothing in this contract shall entitle the Successful Bidder to claim additional payment against the supply executed or being executed or likely to be executed upon the change in law by Government of India or State of Gujarat as regards any taxes, liabilities arising out of supply contract, judgments of court etc. That nothing under the said laws shall create any additional liability on the GMDC over and above that set out herein. That unforeseen circumstances in the supplying of the said contract shall not entitle Successful Bidder to abandon or demand additional payment under a different head not originally mentioned herein and hence nothing except what is contained in the present contract shall constitute binding obligations between parties.

3.13. Interpretation

That no communication preceding or following the present tender shall have any bearing on the terms and conditions set out herein. That no contract, promise or obligation shall arise out of the said communication, over and above what is set out herein above. That the terms contained herein constitute the entire bargain between the parties and shall not be interpreted in the light of commercial correspondence between the parties.

3.14.Declaration

The Bidder should give a declaration that it has not enclosed any conditional offer as per the format provided in FORM PD of the Tender Document.

3.15.

GMDC is authorized to take suitable decision and action in case of requirement to amend/alter the purchase order conditions/quantities of the purchase order/ extension of the purchase order period/allotment of additional purchase order/revision of the rates of the supply etc. if necessary in the interest of GMDC.



3.16.

The Successful bidder shall not change the constitution of the firm/name during the currency of the purchase order without prior approval of GMDC. Upon such change in constitution and/or name, Supplementary agreement to that effect shall be executed and if the SD is submitted in form of BG/FD then fresh BG in the name and/or constitution shall be submitted failing which necessary action as deemed fit by GMDC shall be taken.

4. Earnest Money Deposit (EMD):

A non-interest bearing Earnest Money Deposit Rs. 93500 (Rupees Ninety Three Thousand Five Hundred only) in any one of following form

Demand Draft in favor of GMDC Limited Payable at Ahmedabad.

OR

Fixed Deposit from Banks approved by Govt. Of Gujarat (except Co-operative Bank) duly pledged in favor of GMDC for a period of not less than 18 (Eighteen) months from the last date of submission of bid and shall be renewed from time to time in case of requirement.

OR

Bank Guarantee issued by banks approved by Govt. Of Gujarat from time to time (except Co-Operative bank) in the form and manner acceptable to GMDC (Govt. GR is annexed at "B" for approved bank). It should be valid for a period of not less than 18 (Eighteen) months from the last date of submission of bid.

OR

Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-C) ICICI Bank, Ahmedabad Branch, Ahmedabad

Account Number: 002405019379 IFSC: ICIC0000024 Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.

5. Tender Processing Fee

The Tender Processing Fee is to be paid at the time of submission of supporting document of technical bid in the form of demand draft/ Pay Order/ Digital mode payment, of Rs. 2500/- plus GST @ 18% (Rs.450) aggregating Rs 2950/- as mentioned in tender notice in the sealed technical bid cover. If the amount



mentioned in the DD/ Pay Order/Digital mode payment, is found short, the tender will not be considered for scrutiny and will be out rightly rejected.

Relaxation in terms of submission of Tender Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender.

6. Security Deposit :

1. Security Deposit is measure of liquidated damages sustained by GMDC for not performing the purchase order satisfactorily. Nothing herein above shall disentitle GMDC from claiming the damages actually sustained in the value over and above the Security Deposit.
2. The successful bidder shall submit security deposit @ 10% of the total purchase order value excluding Goods & Service Tax (GST) within 10 days from the date of receipt of purchase order / LOI in any one of following form

Demand Draft in favor of GMDC Limited Payable at Ahmedabad.

OR

Bank Guarantee issued by banks approved by Govt. Of Gujarat from time to time (except Co-Operative bank) in the form and manner acceptable to GMDC (Govt. GR is annexed at “B” for approved bank).

OR

Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for payment (Annexure-C)

ICICI Bank, Ahmedabad Branch, Ahmedabad Account Number: 2405019379 IFSC: ICIC0000024

3. It shall be refunded to the Successful bidder, within a period of six months after satisfactory completion of the supply of the purchase order
4. The Successful bidder shall obtain “No Dues Certificate” shall submit the same to the General Manager [Purchase] at HO, who after verification of the fact will arrange for refund of SD.
5. The successful bidder will also have to submit “NO DEMAND CERTIFICATE” along with the above mentioned certificate.
6. The SD deposited by the Successful bidder will be forfeited if the successful bidder fails to adhere to fulfill the conditions of purchase order.



7. Security deposit shall not bear any interest under any circumstances. Security Deposit is a measure of liquidated Damages sustained by GMDC. GMDC will reserve the right to recover the charges or the liquidated damages from the Security Deposit in the following circumstances-
If the successful bidder or its employees causes any damage or destroy any property belonging to GMDC. The shortfall amount of all compensations, penalties and other sums of money payable by the successful bidder or recoveries to be made under the terms of this purchase order which is due but not paid by the successful bidder in full, etc.

Any other dues on account of statutory compliance.

7. Procedure for Submission of the Bid

7.1 Offers prepared in accordance with the procedures enumerated below.

7.2 Bid should be submitted online at www.nprocure.com on or before the last date and time as prescribed in this tender.

7.3 The Bidder should submit their bids in THREE parts, these are

7.3.1 Pre qualification bid (Details of EMD and Tender Processing Fee),

7.3.2 Technical Bid

7.3.3 Price Bid.

7.4 Manual price bids or the bids submitted by telex/ telegram/ fax/ e-mail etc. will not be accepted under any circumstances. No correspondence will be entertained on this matter.

7.5 Bidders are advised to follow the „Instructions for Bids Submission“ given annexure “A” for e-submission of the bids online through n-procure.

7.6 Documents should be submitted as per check list given in form “PA” through offline in the sealed cover as “Technical Bid for Tender Number GMDC/PUR/001/21-22 and Name of “For printing, Binding and supply of Full Scape and Small size note books at our various projects supply”as per Technical Specification given in Form-PG”. Bids must be submitted as per the schedule (date & time) indicated in tender notice.



8. Eligibility and Qualification Criteria of Bidder

8.1 Experience

8.1.1 The Bidders should have following minimum experience of having successfully completed similar works during last 7 (seven) years ending on last day of Dec. 2021 (i.e. period from 01.01.2015 to 31.12.2021)

A. Three similar completed works each having amount of Rs 12.46 Lakhs (Rupees Twelve Lakh Forty Six Thousand Only) or more during last 7 (seven) years.

OR

B. Two similar completed works each having amount of Rs 15.58 Lakhs (Rupees Fifteen Lakh Fifty Eight Thousand Only) or more during last 7 (seven) years.

OR

C. One similar completed work having amount of Rs 24.29 Lakhs (Rupees Twenty Four Lakh Twenty Nine Thousand Only) or more during last 7 (seven) years.

Similar works means the Bidders should have Experience of:

Supply of Notebook to Govt./PSUs/ PSBs/ Public Ltd. Companies/Privet Ltd. Company/Proprietorship Firm/Trust and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Grampanchayat/NGO and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Business/ Industrial unit and carried out under single LOI/Work order/ Agreement **OR**

Supply of Notebook to Educational Institutes and carried out under single LOI/Work order/ Agreement



Bidder shall submit the details of work completed in FORM PC as provided in the Tender Document. Separate year wise Statement of experience with work orders and work executed certificates duly certified by the certificate issuing authority shall be submitted as supporting documents.

8.2 Financial

8.2.1 Bidder must have an Average positive Net Worth for last for financial year of 2018-19, 2019-20 and 2020-21.

8.2.2 Bidder must have a Minimum Average Turnover of Rs. 9.0 lakh (Rupees Nine Lakh Only) for financial year of 2018-19, 2019- 20 and 2020-21. A certificate from Chartered Accountant regarding financial capacity shall be submitted as per format provided in FORM PC of the Tender Document.

8.3 Blacklisting of the Bidder

The Bidder or its directors have not been blacklisted by any Government Organization,. The Bidder will submit a declaration to this effect as per the format provided in FORM PD of the Tender Document. If at any time such declaration is found false, the bid will be rejected or if the purchase order supply is already awarded, it will be terminated forthwith without payment of any compensation and the EMD/SD will be forfeited.

Copies of these supply orders should be attached with the Technical Bid



9. Scope of Supply

FORM PG

Technical Specification of Note book & Full Scape book:

Description	Full Scape Notebook (192 + 4 title + 4 Page index)	Note Book (192 + 4 title + 4 Page index))
Book Size (In CM.)	29 x 20 cm	24 x 18 cm
Binding	Pining	Pining
Paper	Ruchira Print 58 GSM	Ruchira Print 58 GSM
Page	192 Page +4 page Index + 4 Page Title	192 Page +4 page Index + 4 Page Title
Title Board Mill	Divyashakti or Gayatrishakti	Divyashakti or Gayatrishakti
Title	250 GSM white Back Duplex with all four side 4 Colours printing	250 GSM white Back Duplex with all four side 4 Colours printing
BOPP lamination	10 mm BOPP lamination	10 mm BOPP lamination
Inner Paper Rule Type	Black & Magenta	Black & Magenta
Inner Packing	6 piece shrink Packing & 24 piece strapped bundle	6 piece shrink Packing & 24 piece strapped bundle
Outer packing	16 Dozen Kantan Packing	16 Dozen Kantan Packing

Note: Design will be provided by GMDC

NAME, SIGNATURE & STAMP OF BIDDER



10. Specification & Technical Details:

All Specification and Technical Details as given in the tender shall be clearly confirmed in the offer. In case any deviation in Specification and Technical Details is proposed, it shall be clearly highlighted. All other information required (technical) literature, leaflet, price list etc. should be furnished. However, the decision of GMDC regarding the acceptability of the deviation shall be final.

10.1 Price:

Bidders are requested to quote the rates strictly as per the terms and conditions mentioned in the Tender Document. Rate quoted by the bidder should be firm and no price increase will be allowed to the successful bidder during the supply period. The bidder should quote price only on free delivery at our Project basis. The rates other than (FOR project basis) (our project basis) will not be considered.

10.2 Validity:

Rate quoted shall remain valid for 180 days from the date of opening of the Technical-Bid, which shall have to be extended unconditionally for further maximum period of 30 days, as deem fit by the GMDC.

10.3 Taxes, duties & levies:

Bidders are requested to quote their GST number and date in the bid. Bid received from unregistered dealer will not be considered. Bidders who are opting for composite scheme under GST are requiring quoting their rates inclusive of GST.

10.4 Delivery:

➤ **Within 5 weeks from the receipt of order.**

➤ Timely delivery is the essence of the purchase order. In the event of supply not being effected within the purchase order delivery schedule given in the order, liquidated damages @ 0.5 % not by way of penalty, of the value of the materials without taxes and duties, per week of delay or part thereof, subject to a maximum of 10 %, is recoverable from the successful bidder without prejudice to the right of GMDC to procure the balance materials at the risk & cost of the successful bidder. More than 3 days will be counted as a week for determination of liquidated damages.

➤ Liquidated damages to be levied shall be calculated on the Base price on which order is placed. LD shall not be applicable on taxes and duties.

➤ In the event of failure to supply the goods, or part thereof, within the purchase ordered delivery period, GMDC reserves the right to cancel the purchase order, or part thereof, and if so desired, to



purchase the balance quantity of goods from alternate source at the risk and cost of the defaulting purchase order or and recover the difference in the event of extra expenditure incurred by GMDC.

➤No LD shall be levied if the reasons are not attributed to the successful bidder

11 Invoice:

Original invoice should be sent at Purchase Department, corporate office, Ahmadabad along with Xerox copy of LR & test certificate of material if required. (Please mention the Purchase Order No., GSTIN in Invoice without fail).

12 Approval:

The material supplied will be subject to our approval and inspection at project premises. Our decision for acceptance or rejection of the goods will be final and binding on the successful bidder.

13 Transit Insurance:

The material supplied under the purchase order shall be fully insured against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery to destination. Insurance is to be provided by the purchase order or at his cost.

14 Payment Terms

100% payment will be made by NEFT/RTGS from GMDC Head Office within 30 days from the date of receipt of material as per the annexure-II and invoice & after due certification by the project. Payment term other than this will not be considered. No escalation in the purchase order price shall be given on any ground of whatsoever in nature during the currency of the purchase order. Mode of Payment:

- (i) Payment shall be made through NEFT/ RTGS transfer only and TDS as applicable will be deducted, after satisfactory supply of the said items.
- (ii) GMDC shall be at liberty to withhold any of the payments in full or in part subject to recovery of taxes as applicable and recovery of penalties.
- (iii) No advance payment will be made in any case.

15 Loss and Damages

Not-with-standing anything herein contained the purchase order or should undertake to be responsible for the said receipt of the goods in satisfactory condition and without any loss or damage at the final



destination and until the same is actually delivered and received by the GMDC at its purchase order or other place of final destination.

16 Evaluation of Commercial Bids

The purchase order will be awarded to the bidder who stands L1 in total price. L1 bidder for each item would be decided separately at the time of opening of financial bids. GMDC will award supply to the Bidder whose bid has been found to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be competent to perform the purchase order satisfactorily. GMDC shall however not bind itself to accept the lowest or any tender bid, wholly or in part.

17 Supply Locations

Supply of material basis at our project sites as per Annexure –II.

18 Period of purchase order

Purchase order shall be valid for as mention in purchase Order/LOI. However, on mutual agreement, GMDC reserves the right to extend the purchase order period without compromising LD penalty.

- Order will be issued to the lowest bidder and in any case request for changing bidder name will not be considered.
- The tender submitted in contravention of the terms & conditions stated herein will not be considered.
- No conditional tender will be accepted and will be rejected out rightly. Conditional tender will not be read at the time of Opening
- For any typographical error in this tender, decision taken by GMDC will be final & binding to all the bidders.
- In case of disputes or difference of opinion in the interpretation of any of the terms & conditions of this tender, the decision of the Managing Director, of GMDC shall be final and binding to the bidders

19 GMDC's Rights

The GMDC reserves the right to reject any or all bids without assigning any reasons thereof. The GMDC also reserves the right to amend, alter, increase or decrease the quantity of the material due to change in the requirement. If necessary to do so the GMDC reserves right to terminate/cancel this purchase order, without assigning any reasons thereof to the purchase order or. For any of the above act, the GMDC does not accept any liability or any financial or other loss that the successful bidder may have to suffer in exercising this power by the GMDC. Also GMDC reserves the right to award the supply to more than one Bidder.



➤ **If the tender documents and forms referred to in the tender are not submitted or are submitted but not found duly filled in and unsigned, will result in rejection of the tender.**

➤ The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.

20 Lack of Information to Bidder

The bidder shall be deemed to have carefully examined TENDER document to his entire satisfaction. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligation under the bid.

21 Foreclosure

In case of any necessity arising due to local supplying conditions or any unforeseen reason not in the control of the GMDC or any reason what so ever GMDC shall be at liberty to Fore close the purchase order without arranging any reasons or notice there for.

22 Force Majeure

➤ Force majeure is herein defined as any cause which is beyond the control of the Successful bidder or the GMDC as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

➤ Natural phenomena such as flood, draughts Cyclone, earthquake and epidemics, declaration of war.

➤ Acts of any government, including but not limited to war, declared or undeclared priorities, quantities, embargoes, providing either party shall within fifteen (15) days from the occurrence of such a cause notify the other in writing of such cases.

➤ The Successful bidder will advise, in the event of his having resort to this clause by a registered letter duly certified by the statutory authorities, the beginning and end of the cause of delay, within fifteen days of the occurrence and cessation of such Force Majeure condition. In the event of delay lasting over two months, if arising out of Force Majeure, the contract may be terminated at the discretion of the GMDC.

➤ For delay arising out of Force Majeure, the Successful bidder will not claim extension in completion date for a period exceeding the period of delay attributable to the causes of force Majeure and neither company nor he Successful bidder shall be liable to pay extra costs (like increase in rates, remobilization, advance, idle charges for labour and machinery etc.) provided it is mutually established that the Force Majeure conditions did actually exist.



➤If any of the Force Majeure conditions exists in the place of operation of the Successful bidder even at the time of submission of bid, he will categorically specify them in his bid and state whether they have been taken into consideration in their quotations.

The Successful bidder or the GMDC shall not be liable for delays in performing his obligations resulting from any force majeure cause as referred to and/ or defined above. The date of completion will, subject to hereinafter provided, be extended by a reasonable time.

23 Jurisdiction

The matter related to any dispute or difference arising out of this Tender and subsequent purchase order shall be subject to the exclusive jurisdiction of Court at Ahmedabad only.

24 Sub-Contract

The Successful Bidder shall not assign or sub-Contract order any portion of this supply without prior written consent of GMDC.

25 Inspection

Bidder shall be arranged Inspection after completion of all fabrication / supply at bidder premises well in advance after jointly inspection by GMDC representative, you shall arrange to dispatch material at site.

26 Evaluation of Bids

26.1 Completeness of Bids

GMDC, will examine the bids to determine whether they are complete, whether they meet all the conditions of the tender Document and Technical Specifications, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bid Documents are substantially responsive to the requirements of the Tender Document.

26.2 Tender Clarifications

The GMDC may at its discretion, seek from any or all bidders, clarifications on his/their bids, including technical information, documents and materials after technical bid opening but before opening of commercial bid.



26.3 Rejection of Bid

A bid that does not meet all eligibility criteria or is not responsive shall be rejected by GMDC. Submission of false or incorrect information, history of delayed supply, reports of unprofessional conduct, among other things, shall be sufficient grounds for disqualification in technical bid.

26.4 Opening of Bids

Technical bids will be opened after verification of receipt of payment towards Tender Processing Fee and EMD. The eligible bidders will be able to view the technical bids after opening of technical bid. On verification of the supporting documents; technical qualification of the bidders will be assessed. The eligible bidders will be communicated the date and time of on line opening of price bids by fax or telephone or email or SMS. However, all successful the bidders will be able to view the price bids online on their computers after opening of price bid.

26.5 Selection of Bidder

The purchase order will be awarded to the bidder who stands L1 in total price. The GMDC reserves its right to reject any or all tenders or split the job between more than one bidders without assigning any reason and thereby without incurring any liability to the affected successful bidder or Bidders or any obligation to inform the affected successful bidder or successful bidder's of the grounds for GMDC Ltd., action/decision.

26.6 Negotiation

It is absolutely essential for the successful bidders to quote the lowest price at the time of making the offer in their own interest. GMDC, however, will have the discretion to choose to enter into any price negotiations or not.

26.7 Acceptance of LOI/Purchase Order

26.7.1 GMDC, on acceptance of the offer, will issue purchase order / Letter of Intent to the successful bidder; who will be required to confirm its acceptance of the purchase order / LOI within 10 days from the date of receipt of purchase order. If he does not accept the LOI within stipulated time period, the amount of the EMD paid will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC.

26.7.2 The Successful bidder shall have to submit the Security Deposit with 10 days from the date of Purchase Order. The Successful bidder shall submit the Security Deposit in the manner prescribed in this Tender Document. In case of failure to submit the security deposit, the amount of EMD will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC.



27 Notice

Written notice shall be deemed to have been duly served if delivered to the individual or to Successful bidder or to the Signing Authority of the GMDC from whom it is intended, or if delivered at or sent by mail or post, to the last business address known to him who gives the notice.

28 Canvassing Not Permitted

- Bidder should not canvass their offer personally or otherwise by approaching the Chairman or the Member of GMDC. If any Bidder wants to make any representation regarding his offer, he should write to the General Manager (Power), if he desires, but personal and oral representations are not permitted.
- In spite of the above clear instructions, any Bidder is found to canvass his offer or against his competitor's offer through personal approach to the competent authority or the officials of GMDC, their offer will be rejected without assigning any reason and the firm even is black listed.

29 Termination of Purchase order

If at any time during the currency of this purchase order, if any breach occurs due to the reasons attributed to the Successful bidder, GMDC shall be at liberty to terminate this purchase order without assigning any reasons, whatsoever, for such termination and any losses and/or damages occurring due to such termination shall be borne by the Successful bidder. GMDC shall be entitled to forfeit Security deposits as Liquidated damages.

30 Arbitration

All questions, disputes, differences whatsoever which may at any time arises between the parties to this Tender and subsequent purchase order in connection with the Tender and subsequent purchase order or any matter arising out of or in relation thereto, shall be referred to Sole Arbitrator as per the provisions of Arbitration and Conciliation Act, 1996 and subsequent amendment thereto and the venue of arbitration proceedings shall be at Ahmedabad only. The Language of the Arbitration shall be in English only.

31 Non Fulfillment of Terms And Condition of The Purchase Order

- If the Successful bidder fails to carry out the supply as per terms and conditions of the purchase order to the satisfaction of the GMDC, GMDC shall be entitled to forfeit the security deposit paid by the Successful bidder. This however, shall not absolve the Successful bidder from his obligation to fulfill the purchase order. In such event, the GMDC shall have a right to complete and / or to get the supply completed at the cost & risk of the Successful bidder and the Successful bidder shall be responsible to pay such cost incurred by the GMDC to complete the supply and / or to get the supply completed.



➤ Likewise, if the Successful bidder does not fulfill the terms and conditions of the purchase order and does not carry out the supply up to the entire satisfaction of GMDC, GMDC has the right to forthwith terminate the purchase order at its sole discretion, without assigning any reason, Under such events, the GMDC shall be entitled to forfeit the security deposit paid by the Successful bidder and the GMDC shall have a right to complete the supply and / or to get the supply completed at the risk and cost of the Successful bidder.

➤ For any reasons, if it is required, the GMDC reserves rights to cancel, terminate, amend and / or alter the purchase order and / or bifurcate and / or reduce the purchase order supply at any time without giving any notice or reason to the Successful bidder and without incurring any responsibility. For such cases, Successful bidder shall have to take away his labour, tools, tackles, machinery, equipment etc. and shall leave the site at once or shall have to carry out the instructions of the GMDC.

32 Completion of Supply

➤ Upon the Successful bidder fulfilling the entirety of its obligations under the Purchase order to the satisfaction of GMDC and subject to terms and conditions of the Purchase order, it shall become eligible to apply for a Completion Certificate. The General Manger (Power Project) of GMDC shall formally issue the Completion Certificate, after verifying from the completion documents and satisfying himself that the Purchase order under the Purchase order have been completed in accordance with all the provisions of this Purchase order. The Successful bidder, after obtaining the Completion Certificate shall become eligible to present the final bill for the Purchase order executed by it under the Purchase order. Page



Annexure “A”

Instruction to Bidders for Online Tendering

1. All Bidders must submit their bid online through the website <https://gmdc.nprocure.com>
2. Bidders who wish to participate in online tenders will have to procure / should have legally valid Digital Certificate (Class III) as per Information Technology Act-2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact (n) code solutions- a division of GNFC Limited, who are licensed Certifying Authority by Government of India at address mentioned below at clause 5.
3. All bids should be digitally signed. For details regarding digital signature certificate and related training involved at the below mentioned address should be contacted:

Address:

(n)Procure Cell

(n)Code solutions A division of GNFC

403, GNFC Info-Tower, Bodakdev, Ahmedabad- 380 054 (India)

Tel: +91 26857316/17/18 Fax: +91 79 26857321, Toll Free: 1800-233-1010

E-mail : nprocure@gnfc.net

4. Kindly take note that, valid Digital Signature Certificates is a must for all the interested Bidders. Online tendering process is not possible without a valid digital signature certificate.
5. Interested Bidders are also requested to complete their procedure for taking digital signature certificate in respect to filling of application form, supporting documents with necessary fees at least 3 days before last date of tender submission.
6. (n) code solutions reserves the rights to issue digital signature certificate after verification of application forms / supporting documents submitted by Bidder. (n) code solutions is fully authorized to issue digital signature certificate to Bidders.
7. Bidders who have no facility to participate in on-line tenders are requested to contact (n) code solutions for the same.
8. Free vendor training camp will be organized every Saturday between 4.00 to 5.00 P.M. at (n) code solutions-A Division of GNFC Ltd. at address mentioned above at Clause No. 5 of Chapter No-III. Bidders are requested to take benefit of the same.
9. All the correspondence in respect to training, support or digital signature certificate should be addressed to (n) code solutions directly on the above mentioned address. In case the Bidders face any difficulty, they may contact the officials of the GMDC or GNFC on the below mentioned details:

a. GMDC:

Contact Person: General Manager (Purchase)



Contact numbers: 079-27913200/3501 Ext No 1760

E-Mail: power@gmdcltd.com; jndave@gmdcltd.co.in

b. GNFC:

Contact Number: 079- 26857316/17/18,

E-Mail: nprocure@gnfc.net



Annexure "B"

Annexure I.

Finance Department, Corrigendum No.: EMD/10/2021/7729/DMO

Date: 28/06/2021

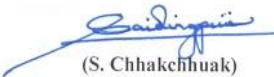
A) Guarantees issued by the following banks will be accepted as SD/EMD on permanent basis:

- ❖ All Nationalized Banks

(B) Guarantees issued by the following Banks will be accepted as SD/EMD for the period up to March 31, 2022. The validity cut-off date in the GR is with respect to the date of issue of Bank Guarantee irrespective of the date of termination of Bank Guarantee.

- ❖ The Mehsana Urban Co-operative bank Limited
- ❖ Ahmedabad Mercantile Co-Operative Bank Limited
- ❖ Nutan Nagrik Sahakari Bank Limited
- ❖ Kalapur Commercial Co-Operative Bank Limited
- ❖ RBL Bank
- ❖ Axis Bank
- ❖ ICICI Bank
- ❖ HDFC Bank
- ❖ Kotak Mahindra Bank
- ❖ IndusInd Bank
- ❖ Rajkot Nagarik Sahakari Bank Limited
- ❖ The Gujarat State Co-Operative Bank
- ❖ Sarswat Bank
- ❖ Saurashtra Gramin Bank
- ❖ DCB Bank
- ❖ Tamilnadu Mercantile Bank
- ❖ Ujjivan Small Finance Bank
- ❖ A U Small Finance Bank
- ❖ Federal Bank
- ❖ Equitas Small Finance Bank
- ❖ Bandhan Bank
- ❖ Standard Chartered Bank
- ❖ City Union Bank
- ❖ Yes Bank

All the eligible banks are instructed to collect the original documents/papers of guarantee from the concerned tendering authority.


(S. Chhakchihuak)

Additional Secretary (B)
Finance Department



Annexure "C"
Bank Details for RTGS

VALID FOR THREE MONTHS ONLY

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D D M M Y Y Y Y

Pay ₹ 1000000 OR ORDER

Rupees

ICICI Bank
Ahmedabad Branch
Jeev House, Choo Parimal Garden, Ahmedabad - 380005
RTGS / NEFT / FSC Code : ICIC000024

PRIVILEGE
BANKING

[Signature]

A/c No. 002405019379

CBS
BUSINESS BANKING - NEW CURRENT ACCOUNT
Payable at par at all branches of ICICI Bank Limited in India

FOR GUJARAT MINERAL DEVELOPMENT CORP LTD

AUTHORISED SIGNATORIES
Please sign above

28/12/12

⑈491099⑈ 380229002⑆ 019379⑈ 29



FORM - PA

CHECK LIST OF DOCUMENTS ENCLOSED WITH TENDER

TECHNICAL BID

	Document	Declaration (Strike out whichever is not applicable)
1.	Tender Processing Fee	Yes/No
2.	EMD	Yes / No
3.	Form PA (check list of documents enclosed with tender)	Yes / No
4.	Form PB (Status of the Bidder)	Yes / No
5.	Form PC Certification for Financial Details and supply carried out during the last seven years of bidder)	Yes / No
6.	Form PD (Declarations)	Yes / No
7.	Form PE (Undertaking of Genuineness of Document)	Yes / No
8.	Form PF (Undertaking of Indemnity)	Yes / No
9.	Form PG (Technical Specification of Note book & Full Scape book)	Yes / No
10.	Power of Authority to sign the documents (Duly Notarized on Stamp paper of Rs. 300)	Yes / No

PRICE BID

1	Online Price bid submission in Form 'PP'	Yes / No
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FORM - PB

STATUS OF THE BIDDER

Particulars	Details
Name of the Bidder:	
Address :	
Registered office :	
For correspondence :	
Telephone No.	
Fax No.	
E-mail Address	
Attested copies of Deeds, Articles of association to be enclosed	
Name & contact number of person holding power of attorney (Attested copy of power of attorney to be enclosed)	
Names of Partners with their Present and permanent address	
Name of Bankers with full address and Telephone No& Bank Account Details (Cancelled Cheque to be enclosed)	
PAN of Bidder	
GST Registration No. of Bidder	
PF Registration No.	
Whether enlisted in other dept., if yes, then furnish the details pertaining to class and the amount qualified to tender	
Was the applicant or its partners or Directors black listed in past by any Govt. or any other body.	
Details pertaining to the supply incomplete, if any	



<p>Details of the litigation, court cases and arbitration either completed or under progress during last 10 years by the GMDC entity or any partner/proprietor of present entity GMDC was associated in any capacity.</p>	
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Signature and Stamp of the Bidder



FORM PC

1. Turnover and Net Worth

On the basis of the **audited books of accounts** produced before us by M/s. _____, we certify that as per the books of account Net worth and Turn Over of the firm M/s _____ are as under:

1.1 Net Worth= Rs. _____ for the Year 2018-19
Rs. _____ for the Year 2019-20
Rs. _____ for the Year 2020-21

1.2 Turn Over = Rs. _____ for the Year 2018-19
Rs. _____ for the Year 2019-20
Rs. _____ for the Year 2020-21

Average Turnover of Rs. _____

2. Details of Supply Carried Out During the Last Seven Years by the Bidder

Sr. No	Description of supply with Supply place	Name of client with postal address	Supply Order number and date	Purchase order Period		Actual Quantity supplied	Amount without GST of supply order	Supply experience certificate attached
				From (Date)	To (Date)			
								Yes/No
								Yes/No
								Yes/No
								Yes/No

Signature and Stamp of the Bidder

Signature and Stamp of the CA

TO BE CERTIFIED BY CHARTERED ACCOUNTANT SHOWING

MEMBERSHIP NO/ FIRM REGISTRATION NO



Declaration

(On letter head of the Bidder)

DATE:

To,
The General Manager (Power),
Gujarat Mineral Development GMDC Ltd.,
“KhanijBhavan”, 132 ft. Ring Road,
University Ground, Vastrapur,
Ahmedabad-380015

Dear Sir,

I/we here by solemnly declare that

1. Any of our Directors or Partners, jointly or severally and/or individually or our firm/GMDC have not been black listed by the Central Govt. or the State Govt. or its undertakings.
2. We have not put any condition in our offer with respect to Tender No. _____,
3. We have accept all the terms and conditions, including Annexure, Corrigendum if any, as specified in the Tender Document No. _____ unconditionally.

I/we here by further declare that, if the declaration is found untrue, the GMDC shall be entitled to take any action against us severally and/or individually or our firm/GMDC in this regard in any manner that may be deemed fit by GMDC.

Yours faithfully,

Signature and Stamp of the Bidder



FORM PE
(Format for Affidavit)

A F F I D A V I T

Undertaking Regarding Geniuses of Documents
(On Non-Judicial Stamp Paper of Rs 300/-)

I/We, _____, Partner/Director/Legal Attorney/Accredited
Representative of M/s. _____ solemnly declare that:

1. I/We are submitting Tender for the supply _____
_____ against Tender No. _____
2. None of the Partners/Directors of our firm/GMDC is relative of employee of GMDC.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If it is found at any point of time that our documents are not genuine then in that case our tender will be rejected, earnest money deposited by us will be forfeited and we will be debarred from participating in further/future GMDC tenders and/or any action as deemed fit by GMDC may be taken against us, including termination of the purchase order, forfeiture of all dues including Earnest Money / Security deposit and banning/delisting of our entity and all related persons etc.

SIGNATURE OF THE BIDDER
WITH SEAL

Dated



FORM PF

Undertaking Of Indemnity

(On Letter head of the Bidder)

To,

The General Manager(Purchase)
Gujarat Mineral Development Corporation Ltd.
KhanijBhavan
132' Ring Road, University Ground,
Vastrapur,
Ahmedabad.

Dear Sir,

We M/s. ----- hereby undertake that, we shall at all times, indemnify and keep indemnified that GMDC Limited from any and all liability for damages resulting from or arising out of or in any way connected with the operations covered by the Tender No. _____. We shall be responsible for all risk arising in connection with or on account of the operations covered by the purchase order covered by the above tender and shall make good all losses and damages arising there from. In case, the GMDC Limited shall incur any cost or expense or suffer any loss on account of any claim demand or course of action brought against us and arising out of the operations covered by the Bidder/tender, the GMDC Limited shall have the power (without being bound to do so) to define, contest or compromise any such claim demand or cause of action. Any amount that may become payable by GMDC Limited and any cost expense etc. that may be incurred by the GMDC Limited in this behalf, shall also be recoverable from us, without prejudice to your other rights.

Yours faithfully,

For -----

(Signature & Stamp of the Bidder)



FORM PG

Technical Specification of Note book & Full Scape book:

Description	Full Scape Notebook (192 + 4 title + 4 Page index)	Note Book (192 + 4 title + 4 Page index)
Book Size (In CM.)	29 x 20 cm	24 x 18 cm
Binding	Pining	Pining
Paper	Ruchira Print 58 GSM	Ruchira Print 58 GSM
Page	192 Page +4 page Index + 4 Page Title	192 Page +4 page Index + 4 Page Title
Title Board Mill	Divyashakti or Gayatrishakti	Divyashakti or Gayatrishakti
Title	250 GSM white Back Duplex with all four side 4 Colours printing	250 GSM white Back Duplex with all four side 4 Colours printing
BOPP lamination	10 mm BOPP lamination	10 mm BOPP lamination
Inner Paper Rule Type	Black & Magenta	Black & Magenta
Inner Packing	6 piece shrink Packing & 24 piece strapped bundle	6 piece shrink Packing & 24 piece strapped bundle
Outer packing	16 Dozen Kantan Packing	16 Dozen Kantan Packing

Note: Design will be provided by GMDC

NAME, SIGNATURE & STAMP OF BIDDER



Annexure-I
Quantity wise Detail

Sr. No.	Supply Site	GMDC		CSR		TOTAL	
		Fullscope (UoM: Dozen)	Notebook (UoM: Dozen)	Fullscope (UoM: Dozen)	Notebook (UoM: Dozen)	Fullscope (UoM: Dozen)	Notebook (UoM: Dozen)
1	ATPS, CHHER	207	51	0	0	207	51
2	AMBAJI	0	2	0	0	0	2
3	BHATIA	18	2	0	0	18	2
4	BHAVNAGAR	141	20	193	2314	334	2334
5	GADHSISA	82	12	43	513	125	525
6	KADIPANI	48	0	0	0	48	0
7	MATA-NO-MADH	171	39	137	1644	308	1683
8	PANANDHRO	163	51	134	1600	297	1651
9	RAJPARDI	168	51	19	223	187	274
10	SHIVRAJPUR	29	1	0	0	29	1
11	TADKESHWAR	125	31	126	1512	251	1543
12	UMARSAR	71	34	31	372	102	406
13	AHMEDABAD	214.5	12.5	0	0	214.5	12.5
	Total Dozen	1439.5	304.5	683	8178	2120.5	8484.5
	Total Number	17274	3654	8196	98136	25446	101814



SPECIAL CONDITION:

1. Estimated quantity is for different location/project mentioned in Annexure-I; however, it may vary at the time of issuance of Purchase Order.
2. The successful bidder has to deliver the notebooks at our various projects mentioned in Annexure-II and at our corporate office at Ahmadabad.
3. The successful bidder has to use designed image for title page provided by GMDC. The successful bidder has provide sample to GMDC and to take approval for mass printing. The Successful bidder will print minimum 3 images for Fullscape book and 3 images for notebooks for sample approval.
4. GMDC reserves the right to deduct any proportionate amount from purchase order payment on account of insufficient/unsatisfactory work and or willful/careless execution of job.
5. Approximate quantity is 2120.5 dozen Full scape note books, and 8484.5 dozen small size note books have tabulated at Annexure-.I and location of the project are as per Annexure-II. The project wise actual requirement will be decided at the time of placement of purchase order.



Annexure-II

Location / Address of our various sites

Sr. No.	Address
1	LIGNITE PROJECT, PANANDHRO, AT & PO : S.K.V.NAGAR, TAL : LAKHPAT, DIST : KUTCH, Gujarat-370601, Phone No.: 02839-284411, Fax: 02839-284428, Email: panadhro@gmdcltd.com
2	AKRIMOTA THERMAL POWER STATION,,AT & PO : NANI CHEER,TAL :LAKHPAT, DIST : KUTCH, Gujarat-370602, Phone No.: 02839-271002, Fax: 02839-271006, Email: atps@gmdcltd.com
3	LIGNITE PROJECT,MATA-NO-MADH, AT & PO : RAVAPAR,TAL : NAKHATRANA, DIST ; KUTCH, Gujarat-370625, Phone No.: 02839-291403, Fax: 02839-291407, Email: matamadh@gmdcltd.com
4	CALCINED BAUXITE PROJECT,GADHSISA, TAL : MANDVI, DIST : KUTCH, Gujarat-370445,, Phone No.: 02834- 282026, Fax: 02834- 262310, Email: gadhsisa@gmdcltd.com
5	BAUXITE PROJECT BHATIA, AT & PO : MEVASA,TAL : KALYANPUR, DIST : DEW BHUMI DWARKA, Gujarat-361315 Phone No.: 9727793544,9727792529, Email: bhatia@gmdcltd.com
6	LIGNITE PROJECT, BHAVNAGAR OPP. IOC BOTTLING PLANT,GHOGHA ROAD, VILL : TAGDI, POST: MALPAR, DIST : BHAVNAGAR, Gujarat-364002, Phone No.: 0278 - 2883100, Fax: 0278 - 2883802, Email: bhavnagar@gmdcltd.com
7.	LIGNITE PROJECT,RAJPARDI, TAL : JHAGADIA,DIST : BHARUCH, Gujarat-393115, Phone No.: 02645-240185, Fax: 02645- 240167, Email: rajpardi@gmdcltd.com
8.	MANGANESE PROJECT,SHIVRAJPUR, AT & PO : SHIVRAJPUR, TAL :HALOL, DIST : PANCHMAHAL, Gujarat-389376, Phone No.: 02676-243604, Fax: 02676-0243604, Email:shivrajpur@gmdcltd.com
9.	FLUORSPAR PROJECT, KADIPANI, TAL : KAWANT,DIST : VADODARA,Gujarat-391175, Phone No.: 02669-274222, Fax: 02669- 274221, Email: kadipani@gmdcltd.com
10.	LIGNITE PROJECT,TADKESHWAR, TAL : MANDVI, DIST : SURAT,Gujarat-394170, Phone No.: 02623-233948, Fax: 02623- 233052, Email: tadkeshwar@gmdcltd.com
11.	LIGNITE PROJECT, UMARSAR GMDC Ltd, Vill:UMARSAR., P.O-GHADULI, TAL-LAKHPAT, KUTCH, Gujarat-370627, India, Phone No.: , Fax: , Email: umarsar@gmdcltd.com



12.	<p>GUJARAT MINERAL DEVELOPMENT CORPORATION LIMITED 132 Feet Ring Road,, , Near University Ground, Vastrapur, Ahmedabad, Gujarat-380052, India, Phone No.: 079-27913200, 3501,0933,1662, Fax: 079-27913891, Email: purchase@gmdcltd.com</p>
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FORM PP
PRICE BID(ON LINE ONLY)

E-TENDER NO:GMDC/PUR/ 001/21-22.

Sr. No	Descriptions	Qty. (A)	UOM	HSN	Basic price per No(Excluding GST) (B)	Total amount in Rs. C=(A)X(B)
01	Full Scape Notebook (192 + 4 title + 4 Page index) Size 29 x 20 cm	25446	No.			
02	Small Size Note Book (192 + 4 title + 4 Page index) Size 24 x 18cm	101814	No			
03	Total(Excluding GST)					

Note:

1. Basic rate include all chargers of Printing, Packing, Transportation and Successful supply to designated GMDC's Project.
2. Basic rate excluding GST and will be paid as actual as applicable.

SIGNATURE OF BIDDER