

F.N. Admn-D-24015/1/2022-ADMIN
Government of India
Ministry of Coal

New Delhi, dated 11th March, 2022

Subject:- Inviting bids for supply of Newspapers/Magazines/Journals/ Central Government Rule books in the offices of Ministry of Coal and residence of Minister of Coal-reg.

I am directed to say that bids are invited from the reputed firms/company/individual for supply of Newspapers/Magazines/Journals to various offices of Ministry of Coal located in Shastri Bhawan, Rajendra Prasad Road, New Delhi- 110001 & Lok Nayak Bhawan, New Delhi- 110003 and residence of Hon'ble Ministers.

2. Interested parties may please send their bids off-line via two-bid-system: (a) Technical Bid, and (b) Financial Bid. The last date of submission of bid is **11.04.2022 on 2:00 PM**. The sealed bids may be dropped in the Tender Box mounted on the wall at Garage no.21, Shastri Bhawan, New Delhi. Bids received after stipulated date and time shall not be entertained at all. The Technical Bids will be opened at **3:00 PM on 12.04.2022** at Room No. 104 "C" Wing, Ministry of Coal, Shastri Bhawan, New Delhi-110 001. Financial Bids of technically qualified, eligible bidders fulfilling all the requisite criteria only shall be opened on a date & place to be notified later in presence of short listed contractors or their authorized representatives.

3. Incomplete or conditional tenders will not be entertained. The tender of those firms will be entertained who deposit the earnest money amounting to **Rs. 10,000/- (Rupees Ten Thousand only)** in the form of Demand Draft in favour of "Pay & Account Officer, Ministry of Coal" payable at New Delhi along with the Technical Bid. The Technical Bid received without the EMD will be summarily rejected. The approximate value of annual procurement is Rs. 6 to 7 Lakhs. The successful tenderer/suppliers will be required to submit a Performance Bank Guarantee (PBG) of Rs. 10,000/- (Ten Thousand Only). Bank guarantee shall be valid up to two months beyond the date of completion of all the contractual obligations of the supplier. If successful Tenderer(s) fails to furnish the required bank guarantee within the specified period, EMD will be forfeited and the bidder will be barred from participating in future tender process of the Ministry.

4. Technical Bid should include photocopies of the following supporting documents, failing which their bids shall be summarily rejected and will not be considered any further:

- a. Registered office or one of the Branch offices of the Company/Firm/Agency should be located in New Delhi;
- b. The Company/Firm/Agency should have at least 03 (three) years of experience of supplying of items in this field in Ministry/Departments/Organizations of the Government of India/ State Government/ PSUs/ Nationalized Banks etc. Documentary evidence of at least one year's experience to be enclosed with the technical bid;
- c. The bidder should possess valid GST number, attested copies of the which must be submitted with the technical bid;
- d. Copy of PAN Card;
- e. The Company/Firm/Agency should submit the Technical Bid in prescribed proforma as per Annexure "A" in compliance with the above requirements.
- f. Having minimum turnover of Rs. 5 Lakh per year during each of the last three years (documentary evidence to be attached);

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- g. Copies of IT returns;
- h. Copy of Affidavit stating that the Company/Firm/Agency is/has not been blacklisted by Central/State Govt./PSU;
- i. The details of the major similar contracts handled by the tendering company/firm/agency on behalf of PSU and Govt. Deptt. during the last three years (Copy to be attached).

Documents to be submitted under Technical Bids are summarized below:-

S.N.	Description	Document Type
1.	EMD of Rs. 10,000/- (Rupees Ten Thousand Only)	Original
2.	In case of Firm/Agency/Company, Registration and incorporation particulars of bidder (Registered Office or one of the Branch office of the Company/Firm/Agency Should be located in New Delhi)	copy of document to be attached
3.	Experience details	do
4.	Copies of valid GST	do
5.	Copy of PAN Card	do
6.	Particulars and contact details of bidder (as per Annexure-A)	do
	Annual Turnover proof	do
8.	Copies of IT return.	do
9.	Affidavit stating that the Company/Firm/Agency is/has not been blacklisted by Central/State Govt./PSUs	do
10	Details of the major similar contracts handled during the last three years	do

2. Financial Bid:-

The financial Bid should contain the rate against each publication and percentage of discount offered, as per Annexure-B and the Bidders have to submit the Financial Bid as per attached Performa, failing which the tender would be summarily rejected.

Terms and Conditions of Contract for supplier.

- i. Pan Card is mandatory.
- ii. The supply Orders will be placed as and when required, the successful supplier will have to meet all the requirements of the Ministry immediately on the receipt of the supply order either telephonically or on written request.
- iii. It may be noted that the quantity of Hindi/English/requested Regional language Newspapers and magazines may be increased/decreased as per requirement.
- iv. Supplier should provide digital access of newspapers and magazines as required.
- v. Printed Price or combo price as applicable and appearing on Newspaper should be used for calculation of discount and payment.
- vi. Two copies of each bill duly pre-receipted, signed on revenue stamp and certified by the offices/officers to whom newspapers/magazines are supplied must be submitted on **monthly basis** at the earliest.

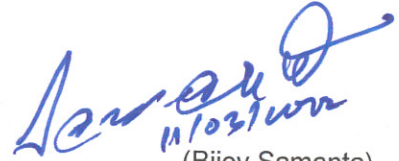
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- vii. The delivery of the Newspapers will have to be made to the various offices of Ministry of coal located in Shastri Bhwan, Lok Nayak Bhawan and residence of Minister of Coal before 9:00 AM.
- viii. The Contract shall remain in force for a period of one year from the date of implementation and can be extended further on the same rate, terms and conditions, or with some addition/deletion/modification, subject to satisfactory service.
- ix. The contract shall automatically expire after one year from commencement of the contract unless extended further by the mutual consent of contracting company (hereinafter referred to as the company) and this Ministry.
- x. The company shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other Company without the prior written consent of this Ministry.
- xi. The tenderer will be bound by the details furnished by it to this Ministry, while submitting the tender or at any subsequent stage. In case, any of such documents furnished by it is found to be false at any stage, it would be deemed to be a breach of the terms of contract making it liable for legal action besides termination of contract.
- xii. Financial Bids for only those tenderers who are declared qualified technically shall be evaluated.
- xiii. The Ministry of Coal reserves its right to terminate the contract at any time without assigning any reasons. The Contractor will not be entitled to claim any compensation against such termination.
- xiv. The EMD in respect of the company which does not qualify the Technical Bid (First Stage)/ Financial Bid (second Competitive Stage) shall be returned to it without any interest.
- xv. The Ministry of Coal reserves the right to withdraw/relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties.
- xvi. If you are interested to supply Newspapers/Magazines and Indian journals in Ministry of Coal as per terms and conditions cited above, you are requested to quote your % discount that may be offered at printed rates.
- xvii. If two or more companies offer identical discount, the company with higher credential service/experience would be given priority.
- xviii. In case of not adhering to the terms and conditions, 10% of the value of the Newspapers or the bills may be deducted as penalty.

Governing Laws and Disputes:-

This shall be construed and governed by the Laws of India and the parties hereby submit to the exclusive jurisdiction to the Delhi Courts of Laws.



(Bijoy Samanta)

Under Secretary to the Govt. of India
Tel.No. 23385724

Application- Technical Bid should include of the following documents

Name of the Vendor/Supplier (In Block Letters)	
Address for Correspondence	
Name of the Contact Person	
Phone/Mobile No.	
E-mail Id.	
PAN (enclose copy)	
IT return (enclose copy)	
Experience Certificate (enclose copy of document)	
Bank Account Detail	Name of Bank: Branch: A/C No.: Type of Account: IFSC Code:

Declaration by the Vendor/Supplier

I hereby declare that I....., S/o D/o..... am interested to supply newspapers and magazines to various offices of Ministry of Coal located in Shastri Bhawan, Lok Nayak Bhawan and residence of Hon'ble Ministers. I have read all terms & conditions of Ministry of Coal in this regard and will abide by them.

Date:-
Phone:-

Signature with Seal

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Annexure-"B"

S.N.	Name of the Newspaper/Magazine/Journal			
1.	Hindustan			
2.	Times of India			
3.	Economic Times			
4.	The Hindu			
5.	Financial Express			
6.	Asian Age			
7.	Nav Bharat Times			
8.	Hindustan Times			
9.	Telegraph			
10.	DNA			
11.	Lokmat Samachar			
12.	Business Lines			
13.	Deccan Harled			
14.	Herald Tribune			
15.	India Express			
16.	Business Standard			
17.	Business Line			
18.	Wall Street Journal			
19.	Rashtriya Sahara			
20.	Dainik Jagran			
21.	Dainik Bhaskar			
22.	Anand Bazar			
23.	Anand Bazar Patrika			
24.	Mint			
25.	Business Line			
26.	The Poineer			

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27	Statesman			
28	Tribune			
29	Punjab Kesari			
30	Jansatta			
31	India Today			
32	Out Look			
33	The Week			
34	Front Line			
35	Forbs India			
36	Economist			
37	Economic Pol. Weekly			
38	Reader			
39	H.B.R.			
40	Business Week			
41	Employment News			
42	Current Affairs			
43	Pratiyogita Darpan Hindi			
44	Pratiyogita Darpan, English			
45	Grih Shobha			
46	Reader Digest			
47	National Geography			
48	Grih Laxmi			
49	Vanita			
50	Mathematics Today			
51	Verdhman			
52	Femina			
53	Dash			
54	Anand Lok			

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55	Sananda			
56	Chronicle			
57	India Today, Hindi			
58	Women's Era			
59	Out Look Traveller			
60	Swammy News			
61	Yojna, Hindi			
62	Yojna English			
63	Kurukshetra Hindi			
64	Kurukshetra English			
65	Rajasthan Patrika			
66	Amar Ujala			
67	Matrabhumi			
68	Sandesh			
69	Mid Day			
70	Mint			
71	Deccan Chronicle			
72	Data quest			
73	Competition Success Review			
74	The Time Magazine Asia			
75	Sarita			
76	Tahalka			
77	Financial Times Digital			
78	Financial Times			

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