TENDER NOTICE
NIT/1/2012/SECC/North 24 Parganas dated 19/10/2012

Sealed Tenders are invited from the reputed Agencies / Press Owners/Printers having professional credentials for printing of draft lists of Socio Economic & Caste Census'2011, North 24 Parganas. Interested parties are requested to offer rates for printing of the following item(s) which are required in c/w publication of such Draft List under SECC 2011.

<table>
<thead>
<tr>
<th>Category</th>
<th>Type of Works</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Printing of documents (Draft List/Forms) (A4 size, Single side)</td>
<td>51,00,000 (Approx.)</td>
</tr>
<tr>
<td>B</td>
<td>Printing of documents (Draft List) (A4 size, both side)</td>
<td>25,50,000 (Approx)</td>
</tr>
</tbody>
</table>

Tender Documents can also be downloaded from District website at www.north24parganas.gov.in
Samples of all types of Forms, Drafts lists, tender form etc. are available in the website.

**Conditions:**
(i) 70 GSM paper to be used for printing.
(ii) The bidder should be in a position to complete the work within five(5) of the work order and supply must be made census charge wise, i.e. Block/Municipality wise and shall have to be supplied in required quantity to the Sub Divisional Offices at Barasat, Bongaon, Basirhat & Barrackpore.
(iii) The bidder should be registered with the Govt. as required under the law for carrying out such business and should have the experience of undertaking such type of printing works in Govt. organization.
(iv) **LAST DATE AND TIME FOR RECEIVING OF TENDER: 7.11.2012 AT 1-00 PM.**
**DATE OF OPENING TENDER: 7.11.2012 AT 2-00 PM**
**VENUE:** Office of the District Nodal Officer, SECC-2011 & Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat.

(V) Intending firms/agencies should submit their tenders in prescribed format in Annexure-I, in sealed covers addressed to the District Nodal Officer, SECC-2011& Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat, North 24 Parganas. If tenders are submitted by hand, then sealed envelope must indicate NIT No. and Date of opening of tender and shall be deposited in DROP BOX provided for the purpose at the office of the Project Director, District Rural Development Cell & District Nodal Officer, SECC-2011, North 24 Parganas Zilla Parishad, Barasat. If the Tender is sent by post, the same must be sent in double covers-inside cover should have NIT No. & Date of opening mentioned on it and is properly sealed while outer cover will be sealed and bear address of the District Nodal Officer, SECC-2011& Project Director, North 24 Parganas Zilla Parishad, Barasat.
Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat only.

TELEGRAPHIC/FAXED/MAILED QUOTATIONS SHALL NOT BE ACCEPTED.

(vi) Earnest Money Deposit (EMD): Amount of Earnest Money Deposit is Rs. 30000 (Rupees Thirty thousand only). EMD will have to be enclosed with the filled in tender form in the form of a Demand Draft only drawn in favour of Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat. ALL BIDS WITHOUT EMD SHALL BE SUMMARILY REJECTED by the competent authority as non responsive. EMD of unsuccessful bidders will be discharged or refunded as soon as possible. Failure of the successful bidder to comply with the requirement /supply order and failure to supply within the prescribed time and as per prescribed quality shall constitute sufficient grounds for cancellation the award of the work and forfeiture of EMD.

(vii) Rates must be quoted inclusive of all taxes and costs including transportation charges as already mentioned and should be mentioned both in figures and words.

(viii) Filled in Tender Form (available in the website) with seal and signature shall have to be submitted along with-
   a) Earnest Money of required Amount as stated above in the form of Demand Draft only drawn in favour of Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat payable on SBI, Barasat Branch.
   b) A copy of Income Tax Return of last financial year and VAT Registration/ copy of VAT clearance Certificate duly self attested
   c) Address of the workshop(s) and manpower profile of the bidder.
   d) Copy of Registration Certificate of the Bidder/Firm.
   e) Self Certificate duly signed by the bidder with seal that the bidder is not currently blacklisted by any Central/State Govt./Semi Govt. organization.
   f) Credential Certificates of the bidder duly self attested.
   g) Declaration signed by the bidder to supply the materials, if selected, as per specification and assurance about quality of printing and paper (70 GSM).
   h) Rate offered for printing under each category separately in prescribed format (Annexure-I). Rates must be quoted inclusive of all taxes and costs including transportation charges as already mentioned and should be mentioned both in figures and words.
   i) Sample paper to be used for printing.

(ix) All documents enclosed with the tender should duly be signed by the bidder (excluding EMD) with the seal of the Firm on each and all pages should be serially page numbered.

(x) Only one representative of each bidder who desires to remain present at time of opening of tenders shall be allowed with due authorization from the bidder.

(xi) The Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat & District Nodal Officer, SECC-2011, reserves all the right to reject any or all rates and to accept any bid and to cancel the entire tender process at any time before the award of contract without assigning any reason thereof and without thereby incurring any liability to the affected bidder(s) or without any obligation to inform the affected bidder(s) about the ground(s) of such action.

(xii) The Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat & District Nodal Officer, SECC-2011 also reserves the right to engage more than one supplier/printer to supply/print the materials at the lowest rate(s) quoted, if it appears that the lowest bidder is not in a position to carry out the full work within the stipulated time.
(xiii) Conditional tender shall be summarily rejected. Also any ambiguity in the tender may lead to disqualification and rejection of the tender.

Project Director, District Rural Dev. Cell
North 24 Parganas, Zilla Paishad, Barasat
&
District Nodal Officer SECC Officer, North 24 Parganas.

Memo No. 103(10)/SECC/F-1. Date 19/10/2012

Copy forwarded to:-

1) Smt. Nilanjana Dasgupta WBCS (Exe) State Co-ordinator, WD, P&RD Department, Govt. of West Bengal, Jessop Building (1st floor) Kolkata-700001
3) The SDOs..............................................................................................(all)
4) The District Panchayat & Rural Development Officer, North 24 parganas.
5) The BDOs....................................................................................................(all)
6) The Chairman..............................................................................................(all)
7) The DIO, NIC to put up in District Websites(soft copy enclosed)
8) CA to District Magistrate, North 24 Parganas.
9) CA to ADM (Dev) / ADM (G)/ADM(T) North 24 parganas.
10) Office Notice Board.

Project Director, District Rural Dev. Cell
North 24 Parganas, Zilla Paishad, Barasat
&
District Nodal Officer SECC Officer, North 24 Parganas
**Annexure-I**

**PRESCRIBED FORMAT FOR BID**

With reference to Tender Notice No..................................dated.............................., the per unit rate (inclusive of all taxes, transportation and all other charges) and total cost for our Bid quantity are as given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Estimated Quantity</th>
<th>Rate per page (in Rs.) (in figure)</th>
<th>Rate per page (in Rs.) (In word)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A-4 Size Paper (both side)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>A-4 Size Paper (single side)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I agree to the terms and conditions as mentioned in the Tender Notice No.................................. dated.............................. issued by the Project Director, District Rural Development Cell, North 24 Parganas Zilla Parishad, Barasat & District Nodal Officer, SECC-2011. The item, for which the financial bid is being submitted, is as per the specification prescribed in the Tender Notice. I am also enclosing herewith all the documents required as per the said NIT.

Signature........................................................................................................

Name..............................................................................................................

Name of the Firm..............................................................................................

....................................................................................................................

**Seal / Stamp**
## SECC Draft List Rural

**Annexure-1**

<table>
<thead>
<tr>
<th>House No</th>
<th>Type of House</th>
<th>Gram Panchayat</th>
<th>Primitive Tribal Group</th>
<th>Legally Released Bonded Labor</th>
<th>Manual Scavenger</th>
<th>SH</th>
<th>Name</th>
<th>Relation with Head</th>
<th>Sex</th>
<th>DOB</th>
<th>Father Name</th>
<th>Mother Name</th>
<th>Mental Status</th>
<th>Occupation / Activity</th>
<th>District / Other</th>
<th>Disability / Illness</th>
<th>Education</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td></td>
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<td>Female</td>
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<td>Secondary</td>
<td></td>
</tr>
<tr>
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<td>Normal</td>
<td>BASANA</td>
<td></td>
<td></td>
<td></td>
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<td>श्री</td>
<td>Female</td>
<td>1974-03-05</td>
<td>चित्री</td>
<td>चित्री</td>
<td>Scheduled Caste</td>
<td>Female</td>
<td>No Disability</td>
<td>Elementary</td>
<td></td>
</tr>
<tr>
<td>003</td>
<td>Normal</td>
<td>BASANA</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>श्री शेखर</td>
<td>श्री</td>
<td>Female</td>
<td>1973-06-05</td>
<td>श्रीमती</td>
<td>श्रीमती</td>
<td>Scheduled Caste</td>
<td>Female</td>
<td>No Disability</td>
<td>Middle</td>
<td></td>
</tr>
<tr>
<td>004</td>
<td>Normal</td>
<td>BASANA</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>दैनिक जीवन</td>
<td>श्री</td>
<td>Female</td>
<td>1974-05-05</td>
<td>दैनिक जीवन</td>
<td>दैनिक जीवन</td>
<td>Scheduled Caste</td>
<td>Female</td>
<td>No Disability</td>
<td>Primary</td>
<td></td>
</tr>
<tr>
<td>005</td>
<td>Normal</td>
<td>BASANA</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>अंकु</td>
<td>श्री</td>
<td>Male</td>
<td>1991-03-05</td>
<td>अंकु</td>
<td>अंकु</td>
<td>Scheduled Caste</td>
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<td>No Disability</td>
<td>Primary</td>
<td></td>
</tr>
<tr>
<td>006</td>
<td>Normal</td>
<td>BASANA</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>राम</td>
<td>श्री</td>
<td>Male</td>
<td>1997-03-05</td>
<td>राम</td>
<td>राम</td>
<td>Scheduled Caste</td>
<td>Male</td>
<td>No Disability</td>
<td>Primary</td>
<td></td>
</tr>
</tbody>
</table>

### Section 1: Details of Housing/Dwelling
- Predominant material of wall of dwelling
- Predominant material of roof of dwelling
- Ownership status of the house
- Number of dwelling rooms
- Number of rooms occupied by the household
- Number of rooms
- Pay income tax or professional tax
- Developmental status (registered with the Government)
- Monthly income (least earning household member)
- Main source of household income
- Has a refrigerator
- Has a telephone
- Has a mobile phone
- Has a television
- Has any water connection
- Total irrigated land (in acres)
- With assured irrigation for two crops (in acres)
- Other irrigated lands
- Mechanized Threshing unit
- Irrigation equipment (electric pumps, submersible pumps, etc.)
- Kisan Credit Card with credit limit of more than Rs. 50,000

<table>
<thead>
<tr>
<th>Predominant material of wall of dwelling</th>
<th>Predominant material of roof of dwelling</th>
<th>Ownership status of the house</th>
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<th>Total irrigated land (in acres)</th>
<th>With assured irrigation for two crops (in acres)</th>
<th>Other irrigated lands</th>
<th>Mechanized Threshing unit</th>
<th>Irrigation equipment</th>
<th>Kisan Credit Card with credit limit of more than Rs. 50,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>6</td>
<td>Self</td>
<td>2</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Between 5,000 to 10,000</td>
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<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>