

GOVERNMENT OF KARNATAKA

**KARNATAKA TEXT BOOK SOCIETY  
No.4, 100 FT. RING ROAD B.S.K. III STAGE  
BANGALORE 560 085.**

TELEPHONE 26422245  
26422238

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**TENDER FOR PREPARATION OF PRE-PRESS MATERIALS  
(DTP, POSITIVES & CD ROM) OF TEXT BOOKS FOR THE  
ACADEMIC YEAR 2011-12.**

**TENDER DOCUMENT**

**COST RS. 1135/- (INCLUDING VAT)**

ADDRESS FOR COMMUNICATION

OFFICE OF THE MANAGING DIRECTOR, THE KARNATAKA TEXT  
BOOK SOCIETY ®, NO.4, 100 FT. RING ROAD, BANASHANKARI 3<sup>RD</sup>  
STAGE, BANGALORE-560 085.

PHONE :080-26422238/26422245  
Fax 080-26421299.

**OFFICE OF THE MANAGING DIRECTOR  
KARNATAKA TEXT BOOKS SOCIETY, NO.4, 100  
FT. RING ROAD, BANASHANKARI 3RD STAGE,  
BANGALORE-560 085.**

**Tenders are invited for making DTP / POSITIVES  
ADDITIONAL POSITIVES ,CD Rom and in PDF FORMAT  
of Text Books for the academic year 2011-12.**

1	Date of issue of tender application forms	19/01/2011 at 11.00 AM
2	Extended Last date & time to issue Tender Application forms.	04/03/2011 at 1.00 PM
3	Last date & time to submit Tender application.	04/03/2011 at 3.00 PM
4	Date of opening of Tender (Cover 1)	04/ 03/2011 at 4.00 PM
5	Date of opening of Tender (Cover 2)	
6	Address for communication	<b>OFFICE OF THE MANAGING DIRECTOR KARNATAKA TEXT BOOK SOCIETY, NO.4, 100 FT. RING ROAD, BANASHANKARI 3<sup>RD</sup> STAGE, BANGALORE-560 085.</b>

## **TERMS AND CONDITIONS**

1. The copy right holder of the material shall be Managing Director, The Karnataka Text Book Society, Bangalore.
2. The Tenderer should be a registered firm having a full-fledged DTP and Positive making unit in the state of Karnataka.
3. The copy right holder will provide the manuscripts for making DTP positives, additional positives, CD Rom and in PDF format :
4. Quality of the film required to be used for positives in Kodak / Konica / fuji film between 12 to 16 font as per order size should be used in text matter..
5. Approximately between 200 titles need to make DTP positives and additional positives
6. Approximately between 50 to 100 pictures per book should be inserted in every 100 to 200 pages in some titles, not in all the titles. Rates should be quoted seperately for with pictures and without pictures for each page pictures will be given for scanning.
7. Size of the book should be as follows and rate should be quoted separately. Including proof reading charges of Rs.9/- per page (proof reading charges to be borne by the firm)
  - a. ¼ Crown single colour, double colour and 4 colour.
  - b. A5. Size single colour, double colour and 4 colour.
  - c. A4 size single colour, double colour and 4 colour
8. Maths and Language-wise rate should be quoted separately. (English, Sanskrit, Kannada, Urdu, Telugu, Tamil, Marati, Hindi, Maths).
- 8 Additional copies of positives and C.D. rate should be quoted separately.
- 9 Separate per page rate should be quoted for correction in existig CDs and to give corresponding positives.
- 10 DTP holder to make available 3 to 4 copies of proof for approval at different stages for correction of proof before making final positives.
- 11 The accepted tenderer shall,-
  - a. Provide proof of own infrastructure for DTP & POSITIVES making of all languages, with expertise in languages and medias such as kannada, urdu, English, Telugu, Marati, Sankskrit, Hindi /Tamil &, Malyalam, E capacity with him/her with details of its make and model. Under any circumstances sub letting of DTP work is not allowed.
  - b. Details of experienced / skilled shortable translated working.
  - c. Be a registered firm with Labour Department under Shops and Commercial Establishment Act / Department of Factories and Boilers / Director of Industries. Tenderer shall give their particulars in the tender application form. Each tenderer must have a minimum of 5 years of experience in the field of DTP, Positive making and

CD ROM conversion work. Of books. A certificate of experience duly attested by Notary should be enclosed. They should also have adequate financial facilities. Adequacy is computed in terms of

- d. financial viability for the execution of quantum of DTP work involved. The tenderer shall furnish the data to support that he/she has the financial capability to perform the contract and complete the supplies Audited financial Statements and Income Tax Returns for the
- e. proceeding 3 years should be enclosed. A certificate from a Nationalized or Scheduled Bank should be enclosed in support of financial stability of the firm which commensurate with the quantum of work tendered for.
- f. EMD of Rs.10000/- in favour of Demand Draft drawn in favour of the Managing Director, The Karnataka Text Book Society, Bangalore-560085, should be enclosed.
- g. Have a final page proofs of the positives / Text books approved by the person authorised by the Managing Director, Karnataka Text Book Society before making positives & CD Rom.
- h. The successful tenderer should furnish the security deposit of Rs one lakh in the form of demand draft drawn in favour of The Managing Director of Karnataka Text Book Society from a Nationalized Bank. The security deposit will be repaid only after the satisfactory completion of the work entrusted and after receipt of DTP / POSITIVES, CD Rom, additional positives and original manuscripts
- i. The Successful bidder shall undertake the DTP work at the topmost prescribed for the work.
- j. After finishing the DTP work shall handover the purchaser or authorisable authority one set of positives and Two copies CD of each title.
- k. The successful bidder/firm will have the responsibility to set-right problems that may at the frame of printing with the positives/CDs by the

12 The Managing Director, Karnataka Text Book Society is empowered to inspect premises of the accepted tenderers where DTP work is going on in order to assess the progress.

13 If the accepted tenderer fails to complete the assigned work within the stipulated time the Managing Director, Karnataka Text Book Society is at liberty to cancel the order given to such assignee without any notice and forfeit the security deposit and the work shall be entrusted to any other firm

- 14 No advance payment will be made. Tax as per rules at source will be deducted before making payments.
- 15 DTP work will start only after the agreement has been entered into on a stamp paper of Rs.200/- value..
- 16 Rate for providing CDs in all subjects in PDF format should be quoted.
- 17 Your lowest rate should be quoted per page inclusive of DTP, Positives, additional positives and CD Roms /CDs in PDF format both in words and figures separately for each language/Maths.
- 18 Per page rate only for DTP making for various sizes of A5, 1/4<sup>th</sup> crown, A4 size in various languages should be quoted.
- 19 Correction charges for existing CDs/Positives per page should be quoted separately for the work as above.
- 20 Rate for making butter sheet in various above sizes should also be quoted separately.
- 21 CORRUPT OR FRAUDULANT PRACTICES. (Pre-qualification for tenderers)
- 21.1 The Government requires that Tenderers /Contractors observe the highest standard of ethics during the procurement and execution of Government financed contracts. In pursuance of this policy, the Government.
- a) defines, for the purposes of this provision, the terms set forth as follows:
- (i) “corrupt practice” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Tenderers ( prior to or after tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the government of the benefits of free and open competition.
- (b) The purchaser reserves the right to reject a proposal for award if it determines that the tenderer recommended for award has engaged in ; corrupt or fraudulent practices in competing for the contract in question;
- c) The purchaser reserves the right to declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government financed contract.
- 22 Time schedule: DTP holder should strictly adhere to the following time schedule.
- |  |         |
|--|---------|
| Submission of I proof after receiving manuscript | 15 days |
| Submission of II proof                           | 7 days  |

Submission of III proof 7 days  
Submission of IV proof if necessary 7days  
Over all 45 days from receipt of manuscript to handing over of positives for fresh work.

Rs. 100/- per day will be charged as penalty after 45 days for number of days of delay for each title.

23. Rates approved and fixed in this tender holds good for one full year from the date of work order.

Managing Director  
The Karnataka Text Book  
Society

**ANNEXURE TO THE TENDER NOTIFICATION.**

**Tender Form**

1	Name of the Institution	
2	Year of Establishment with registration No. (Enclose copy of registration)	
3	Address & Telephone No. (including pin code)	
4	Status of the Firm Institution	
5	IT ward NO./ PAN No. (copy of the certificate should be attached)	
6	Details of infrastructure as specified in Annexure.	
7	Certificate regarding financial position as per Annexure.	
8	Certificate of experience in DTP / Positive making attested by Notary.	

**Details of EMD**

Name of the Bank	DD No. & Date.	Amount

**RATE PER PAGE FOR D.T.P and I<sup>st</sup> POSITIVES making/  
C.D. ROMS. Rate per page ( in Rupees)**

SIZE	TYPE	Name of Firms	KAN.	ENG.	HINDI	URDU	TAMIL	MRTI	TELGU	SANR T	MATHS
¼ Crow n	Single colour										
	Double colour										
	four colour										
A4 Size	single colour										
	double colour										
	four colour										
A5. size	Single colour										
	Double color										
	four colour										



Additional set of positives										
Rate for original copy of CD										
Rate for Additional copy of CD										
Rate for convention in different pages.										

**RATE PER PAGE FOR D.T.P and I<sup>st</sup> POSITIVES making/  
C.D. ROMS.**

SIZE	TYPE	Name of Firms	KAN.	ENG.	HINDI	URDU	TAMIL	MRTI	TELG U	SANRT	MATHS
1/4 Crown	Single colour										
	Double colour										
	four colour										
A4 size	single colour										
	double colour										
	four colour										
A5. size	Single colour										
	Double color										
	four colour										

**RATE PER PAGE FOR D.T.P and I POSITIVES making /  
C.D. ROMS.**

SIZE	TYPE	KAN.	ENG.	HINDI	URDU	TAMIL	MRTI	TELGU	SANRT	MATHS
¼ Cro wn	Single colour									
	Double colour									
	four colour									
A4 size	single colour									
	double colour									
	four colour									
A5. size	Single colour									
	Double color									
	four colour									

**RATE PER PAGE FOR D.T.P and I POSITIVES making /  
C.D. ROMS.**

SIZE	TYPE	KAN.	ENG.	HINDI	URDU	TAMIL	MRTI	TELGU	SANRT	MATHS
¼ Cro wn	Single colour									
	Double colour									
	four colour									
A4 size	single colour									
	double colour									
	four colour									
A5. size	Single colour									
	Double color									
	four colour									

I / we certified that the above statement made by me / us is true to the best of my / our knowledge and belief and can be verified through the records kept with me / us.

I / we assure you that I / we shall abide by terms and conditions set for the DTP & Positive making of the Text Books for the year 2007-08.

Signature -----  
Institution seal: -----  
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