

**ADVERTISED TENDER**

TO,  
M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

P.R NO	524210
RFQ NO	71091

**Name of Work: - Supply of Printing of various types of Forms, Books & Register Under Mehsana Division.UGVCL.. ( As & when Required )**

**Nivida No. : - MSNCO/015/2023**

Estimate cost.	Rs. 2,99,990.00/-
Earnest Money.	Rs. 3000/-
Security Deposit.	10 % of Tender Value
Last date for submission of Relevant documents (By Registered Post A.D. or Speed Post only)	On or before date 23/02/2023 Up to 18.00 Hrs
Date of opening of Tender fee, EMD cover, Technical Bid & Price Bid physical (Tentative, if possible)	Date 24/02/2023 up to 12.00 Hrs
Tender Fee	Rs. 300+54/- (GST)
Time Limit	24 Month

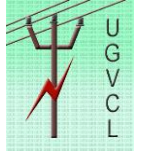
Earnest money deposit will be accepted in cash or by demand draft on any schedule bank at Mehsana in favor of UTTAR GUJARAT VIJ COMPANY LIMITED, cheques or Bank guarantee will not be accepted.

**Tender received only through RPAD/speed post will be accepted. NO COURIER SERVICE OR HAND DELIVERY" will be allowed**

**REMARK :- Demand Draft date should be on or in between "15 Days before from the last date of receiving of tender TO the last date of receiving of tender**

**SUPDT.ACCTT.  
UGVCL, DO Mehsana**

**EXECUTIVE ENGINEER  
UGVCL, DO, Mehsana**



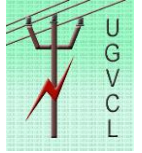
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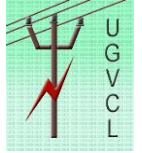
**SCHEDULE : B**

Name of Work: - Supply of Printing of various types of Forms, Books & Register Under Mehsana Division.UGVCL.. ( As & when Required )

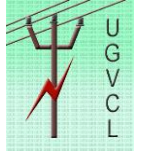
Sr. No	Particulars	Unit	Quantity	Rate	Total Rs.
1	DEBIT TO CREDIT SUSPANCE REGISTER	NO	3		
2	CREDIT TO DEBIT SUSPANCE REGISTER	NO	3		
3	FILE FOR EST SEC.	NO	500		
4	T.A BILL REGISTER	NO	3		
5	PUNTHA FILE FOR EST SEC.	NO	200		
6	C/L APPLICATION FORM	NO	1000		
7	White Cover	NO	4000		
8	RPAD COVER	NO	1000		
9	STEMP REGISTER	NO	5		
10	T.A BILL form BOTH SIDE	NO	1000		
11	EMPLOY PENTION BOOKS	NO	50		
12	WINDOW COVER WHITE	NO	500		
13	P.F FILE	NO	3		
14	MEDICAL FORM	NO	1050		
15	WINDOW COVER PRINTED	NO	3000		
16	Printed Legar Cover Green 8*10	NO	200		



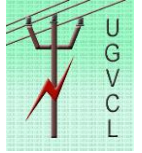
17	Printed Legar Cover 12*17	NO	50		
18	Medical Register	NO	3		
19	PUTHA FILE	NO	500		
20	ADVANCE PAVTI	NO	1500		
21	NO OBJECTION CERTIFICATE	NO	1000		
22	ERECTION BILL CERTIFICATE	NO	500		
23	IMPREST VOUCHER	NO	2000		
24	RELEASE MEMO FORM	NO	1500		
25	M.R BOOK	NO	10		
26	C.R BOOK	NO	10		
27	Erection R.A. BILL LEGER PEPAR	NO	500		
28	IBA REGISTER	NO	3		
29	Suspence Register	NO	3		
30	PERFOMA-C	NO	2500		
31	CONSUMER CASE PAPER FILE	NO	800		
32	COLLECTION REGISTER	NO	3		
33	MONEY RECEPIT REGISTER	NO	3		
34	METER & service wire remove paper	NO	1200		



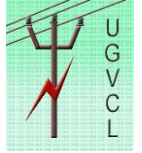
35	CHANGE OF NAME IN GUJARATI FORM	NO	2500		
36	CHANGE OF NAME IN ENGLISH FORM	NO	2000		
37	PUNTHA FILE FOR REV. SECTION	NO	100		
38	CONSUMER FILE	NO	100		
39	THEFT DETACTION REGISTER 126	NO	5		
40	THEFT DETACTION REGISTER 135	NO	5		
41	COMPOUNDING CHARGE REGISTER	NO	5		
42	AGREEMENT REGISTER	NO	5		
43	E-PANCHYAT REGISTER	NO	5		
44	RC BOOK	NO	1000		
45	DC BOOK	NO	1000		
46	HT CON. AGREEMENT FORM	NO	50		
47	AGREEMENT FORM NEW IND & AG CON	NO	1000		
48	PDC ORDER	NO	1000		
49	AKHARI NOTICE	NO	1000		
50	STUD BOOK	NO	500		
51	OFFICE NOTE PERFORMA FOR REFUND OF SD	NO	500		
52	ANNEXCURE "C"	NO	100		
53	HT CONSUMER REGISTER	NO	3		



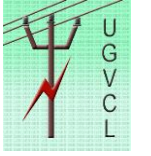
54	LT Billing D.R	NO	1000		
55	LT BILLING C.R	NO	1000		
56	CREDIT REGICSTER	NO	5		
57	DEBIT RDEGISTER	NO	5		
58	Legal Notice	NO	1000		
59	Return form of Temp.con	NO	1000		
60	NC Ledger Book	NO	5		
61	Cheque Register	NO	5		
62	Batch Card	NO	1000		
63	Meter Reading Cross Chek Register	NO	3		
64	Cheque Dishhonour Register	NO	3		
65	Master Correction Register	NO	3		
66	Daily Collection Register	NO	3		
67	Consumer A/C no Register	NO	3		
68	Payment Control Register	NO	3		
69	Consumer General Ledger of N.C & Temp.con Register	NO	3		
70	Load Register	NO	3		
71	Subsidary Cashbook Register	NO	3		



72	Suspence Register	NO	3		
73	Consumption Register	NO	3		
74	TEST REPORT REGISTER	NO	3		
75	GP REGISTER	NO	3		
76	PETROLLING & maintance register	NO	3		
77	METER STOCK REISTER	NO	3		
78	PERFOMA-15	NO	9500		
79	PROGRAME REGISTER	NO	10		
80	METER REPLACEMENT REGISTER	NO	3		
81	METER STOCK REISTER	NO	3		
82	CONSUMER COMPLAIN REGISTER	NO	3		
83	PAID PAINDING REGISTER	NO	3		
84	A1 FORM	NO	2050		
85	GATE PASS BOOK	NO	52		
86	WRAP METER OPEN LAB NOTICE	NO	2000		
87	APPLICATION OF CONSUMER FORM	NO	1900		
88	PUTHA FILE	NO	1000		
89	POAL REGISTER	NO	3		
90	TRANSFORMER FAIL REGISTER	NO	3		



91	MANUAL ESSTIMATE BOOK	NO	3		
92	TRANSFORMER REGISTER	NO	2		
93	Indian of Vehicles	NO	7000		
94	Transformer TR-1 Register	NO	5		
95	Complain Register	NO	8		
96	Chek List Form of Transformer	NO	2000		
97	Transformer Maintance Form	NO	25		
98	Consumer Complain Book	NO	25		
99	METER TESTING REGI.1-PH & 3-PH.Reegister	NO	8		
100	LAB STATEMENT	NO	1500		
101	METER TESTING REGISTER	NO	8		
102	HT CHEKING SHEET	NO	40		
103	LT CHEKING SHEET	NO	40		
104	Meter Sealing Register 1-ph & 3-phase	NO	3		
105	Panchnama Book	NO	650		
106	HT Cheking Register	NO	3		
107	GP Meter Register	NO	3		
108	Test Report Book 1-phase & 3-phase	NO	650		
109	Panel Meter Testing Register	NO	3		



110	Batch Testing Ruff Register	NO	3		
		Total Estimated Amount Rs.			
		GST rate.....%			
		TOTAL Amount			

The Bidder shall quote Firm Price only. The price quoted will not be subject to any escalation till completion of work.

**GST will be paid extra as applicable from time to time on a given taxable goods and /or services**

સપ્લાયર ઉપરોક્ત દર્શાવેલ શિડયુલ-બી ની દરેક આઈટમ નો નમુનો અત્રેની ઓફીસ રૂબરૂ આવી નમુનો જોઈ પછી ભાવ ભરી શકે છે.

સદર ટેન્ડર ના એક કવર માં બે અલગ અલગ કવર મુકવાના રેહશે. (૧) ટેકનીકલ બીડ-ડીમાન્ડ ડ્રાફ્ટ સાથે બધા દસ્તાવેજ સાથે નું કવર (૨) ભાવપત્રક નું કવર.

Executive Engineer  
UGVCL, Mehsana DO

Sign. Of Tenderer with Rubber stamp.





**IMPORTANT:**

TENDER DOCUMENTS WILL NOT BE ISSUED IN PHYSICAL FORM. After downloading the tender documents from the website and after filling up the required details, same should be submitted by Registered Post A.D. or by Speed Post ONLY super scribing Tender cover by TENDER INQUIRY NO:-

**(a)** Tenders are to be addressed to Executive Engineer: UGVCL. Division Office Mehsana.  
(Tenders through Courier Service/ Hand Delivery will not be allowed).

**(B)** All the relevant documents as per requirement of the Tender also to be submitted physically along with the Tender Fee, EMD cover in sealed cover on OR before date as mentioned in above schedule. The tender documents are to be submitted namely Tender fee/EMD/Technical Bid including terms and condition with all important enclosures of the tender documents in separate covers super scribing the respective covers accordingly along with the tender number.:\_\_\_\_. All such documents should be strictly submitted by RPAD/speed post only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained.

No tender shall be accepted / opened in any case received after due date and time of receipt of tender irrespective of delay due to postal services or any other reasons and that the UGVCL shall not take any responsibility for late receipt of the tender.

**Note:** - Initially, Cover of Tender fee & EMD will be opened. The technical bids of Contractors may be ignored /rejected if tenders are found without appropriate Tender fee & EMD.

(1) Contractor submit technical bid & Price Bid in Different Cover.

The bidder has to confirm & sign with stamp all pages of "GENERAL CONDITIONS OF CONTRACT " Any technical questions, information & clarification that may be required pertaining to this inquiry should be referred to Executive Engineer: UGVCL. Division Office, Mehsana.

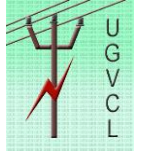
**Submit following documents with technical bid.**

1. Tender Notice copy (downloaded) with sign and stamp.
2. Copy of GST registration. if supplier has not GST Number, he attach his Letter Pad on written as "he has not turn over more than 2000000/- (Twenty Lakhs ) in Annual Year.
3. Contractor should produce PAN No. copy.
4. D.D OF TENDAR Fee & EMD Fee.

Executive Engr UGVCL Mehsana DO reserves the right to reject any OR all tenders without assigning any reasons thereof...

**Contractor Signature**

**Executive Engineer**  
**UGVCL Mehsana Division**



**GENERAL CONDITIONS:**

1. Time limit 24 month from the date of the order issued.
2. No. Extra charge or any escalation charge will be paid by company
3. Inferior and Poor quality material will be rejected.
4. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the supply to be executed and local conditions and other factors having bearing on the execution of the supply.

Performance remaining will be extended OR in case of poor performance undersigned reserve right to cancel the rest of order.

**1) A. Earnest Money Deposit:**

Earnest money deposit of ` 3000.00 should be submitted in form of Demand Draft in favor of Uttar Gujarat Vij Company Limited drawn on any scheduled bank, payable at Mehsana.

**B.** Tender without Earnest Money will not be considered for acceptance.

**C.** Earnest Money deposit will be forfeited in case the successful tender after his tender has been accepted fails to pay the prescribed Security Deposit.

**2) Acceptance of Tender:-**

The UGVCL does not bind itself to accept the lowest or any tender, without giving any Reason is assigned for the rejection. It is also not binding on the UGVCL to disclose any Analysis reports on the tender. Conditionally tender will not be accepted. **Executive Engineer, UGVCL Mehsana DO, reserves the right to accept or reject any or all tenders without assigning any reason thereof.**

**3) Security Deposit:-**

The lowest tender whose tender is accepted shall have to pay 10% Security deposit of the Order value within 10 days from the receipt of the acceptance order. If you fail to supply the material within time limit your security deposit will be forfeited.

**4) Jurisdiction:-**

Any dispute of difference arising under this connection with contract shall be subject to the exclusive jurisdiction of UGVCL Mehsana DIVISION.

**5) Payment:-**

Payment of Bills will be made through REAL TIME GROSS SETTLEMENT (RTGS) System while submission of bill prescribed RTGS form shall have to be submitted for each Bill by Contractor/Agency.



**6) General:-**

A. The tenderer must quote his rate per units specified the schedule including all taxes in Figures as well as in words. If there is difference between rates quoted in words or figures Quoted in words shall prevail.

B. All tender must be submitted in forms provided by this office and must be clearly & legibly Filled in the tenders should be filled in ink. The tenderer are requested to sign wherever mentioned in tender and schedule or rates and if not signed the tender shall be rejected.

**7) Penalty of Late Delivery:-**

In case if the work is not completed within time limit the penalty for late delivery will be charged as decided by the competent authority.

**8) Acceptance of Suppliers:-**

In case of any dispute regarding work or any other defect found. The undersigned will have full right to reject the entire fabricated quantity or to stop payment in case of unsatisfactory work and that will binding to the supplier.

9) Commercial & Technical Specifications of the work stated in subject are as per UGVCL.

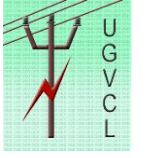
10) The successful supplier will have to sign on agreement as per the UGVCL's rules on a stamped paper and the necessary stamp duly charges shall be borne by the supplier

11) In Schedule B Quantity May be Changes.

**12) REPEAT ORDER**

The Company may place repeat Order / additional Order after obtaining written consent of successful bidder, provided there is no conspicuous downtrend in the price of such item after obtaining approval from next authority of order approving authority. The Company reserve the right to place repeat orders / additional orders on the successful Tenderers up to 50% of the original quantity / amount of the A/T at the same Prices, Terms and Conditions stipulated in the original contract. The work completion period for repeat order should be given considering proportionate schedule of main order and it will be started on completion of contractual delivery period of main order. The company reserves the right to reduce the quantity, if required.

**13) If the contractor having any work order or supply order under respective Division office & security deposited not paid till the date of display of this tender, then it is considered such contractor is negligent to complete work in stipulated time limit and not achieving work progress as per UGVCL requirement or may have not started/(commenced) work and if his performance is poor during work of any type of past order, Then such contractor will technically have disqualified only for this tender & price bid will not be opened without intimating reason thereof.**



- 14) સપ્લાયરે મેહસાણા વિભાગીય કચેરી થી જે પરફોમાં પ્રિન્ટીંગ કરવાનો હશે તેનો નમુનો રૂબરૂ આવી લઇ જવો.તેની સપ્લાયર ને ટેલીફોનીક/ પત્ર દવારા અત્રેની કચેરી દ્વારા જાણ કરવામાં આવશે. જે પરફોમાં પ્રિન્ટીંગ કરવાનો હશે તેનું સંપૂર્ણ કામ પૂરું કરી પરત ઓર્ડર આપ્યા ની તારીખ થી ૩૦ દિવસ માં મેહસાણા વિભાગીય કચેરીમાં સપ્લાયરે પોતાના ખર્ચે તથા જોખમે જમા કરવાનું રેહશે. જો આમ કરવામાં નિષ્ફળ જશે તો ugvcl કંપની ના નિયમોનુસાર પેનલ્ટી બીલ માંથી કાપવામાં આવશે.
- 15) જે પરફોમાં પ્રિન્ટીંગ થઇ તેવાર થઇ ગયેલ હશે તેને મેહસાણા વિભાગીય કચેરી માં પહોચાડવા માટેનો સંપૂર્ણ ખર્ચ સપ્લાયરે ચૂકવાનો રેહશે.UGVCL દ્વારા કોઈપણ જાતનો ટ્રાન્સપોર્ટેશન ખર્ચ ચૂકવામાં આવશે નહિ.
- 16) મેહસાણા વિભાગીય કચેરી થી જે પરફોમાં પ્રિન્ટીંગ કરવા આપ્યો હશે તે નમુના મુજબ જ સપ્લાયરે પ્રિન્ટીંગ કરી આપવાનો રેહશે. જો નમુના મુજબ પ્રિન્ટીંગ નહિ થયેલ હોય તો તે માલસામાન મેહસાણા વિભાગીય કચેરી સ્વીકારશે નહિ. તેની સંપૂર્ણ જવાદારી સપ્લાયર ની રેહશે. તેનું મેહસાણા વિભાગીય કચેરી તરફથી કોઈ પણ જાતનું પેમેન્ટ કરવામાં આવશે નહિ.
- 17) મેહસાણા વિભાગીય કચેરી ને જેમ જેમ જરૂરિયાત હશે તેમ તેમ સપ્લાયર ને પ્રિન્ટીંગ નું કામઆપવામાં આવશે.
- 18) વર્ક ઓર્ડર આપેલ તારીખ થી ૨૪ મહિના ની ઓર્ડર સમયમર્યાદા રેહશે.જો આ સમય દરમ્યાન ટેન્ડર ની રકમ પુરી થશે તો ઓર્ડર પૂર્ણ થયેલ ગણાશે.

Contractor Signature with Stamp

Executive Engineer,  
UGVCL Mehsana Division