


Government eProcurement System		eProcurement System Government of India		
Tender Details		Date : 09-Dec-2022 05:32 PM		
 Print				
Basic Details				
Organisation Chain	The Marine Products Export Development Authority MPEDA Head Office - Kochi Publicity - MPEDA			
Tender Reference Number	PMP-IISS/TEN/4/2022-PMP			
Tender ID	2022_MPEDA_728324_1			
Tender Type	Open Tender	Form of contract	Works	
Tender Category	Works	No. of Covers	2	
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	Yes	
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No	
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No	
Payment Instruments		Cover Details, No. Of Covers - 2		
Offline	S.No	Instrument Type	Cover No	
	1	Demand Draft		
			Cover	
			Document Type	
			Description	
	1	Fee/PreQual/Technical	.pdf	Technical BID PRINTING and DELIVERY OF PUBLICATIONS IISS 2023
	2	Finance	.xls	Financial Bid PRINTING and DELIVERY OF PUBLICATIONS IISS 2023
Tender Fee Details, [Total Fee in ₹ * - 0.00]		EMD Fee Details		
Tender Fee in ₹	0.00	EMD Amount in ₹	25,000	
Fee Payable To	Nil	EMD through BG/ST or EMD Exemption Allowed	Yes	
Fee Payable At	Nil	EMD Fee Type	fixed	
Tender Fee Exemption Allowed	No	EMD Payable To	INDIA INTERNATIONAL SEAFOOD SHOW	
		EMD Percentage	NA	
		EMD Payable At	ERNAKULAM	
Click to view modification history				
Work /Item(s)				
Title	PRINTING AND DELIVERY OF PUBLICATIONS IISS 2023			
Work Description	PRINTING AND DELIVERY OF PUBLICATIONS IISS 2023			
Pre Qualification Details	Please refer Tender documents.			
Independent External Monitor/Remarks	NA			
Show Tender Value in Public Domain	No			
Tender Value in ₹	0.00	Product Category	Publishing/Printing	
		Sub category	NA	

Contract Type	Tender	Bid Validity(Days)	90	Period Of Work (Days)	12
Location	KOLKATA, WEST BENGAL	Pincode	700105	Pre Bid Meeting Place	VIRTUAL MODE MPEDA HEADOFFICE
Pre Bid Meeting Address	VIRTUAL MODE HOSTED FROM MPEDA HEADOFFICE KOCHI	Pre Bid Meeting Date	12-Dec-2022 02:00 PM	Bid Opening Place	KOLKATA / KOCHI
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	09-Dec-2022 05:45 PM	Bid Opening Date	23-Dec-2022 12:00 PM
Document Download / Sale Start Date	09-Dec-2022 06:00 PM	Document Download / Sale End Date	22-Dec-2022 12:00 PM
Clarification Start Date	09-Dec-2022 06:15 PM	Clarification End Date	21-Dec-2022 11:00 AM
Bid Submission Start Date	12-Dec-2022 03:00 PM	Bid Submission End Date	22-Dec-2022 12:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	TECHNICAL BID PRINTING AND DELIVERY OF PUBLICATIONS IISS 2023	700.42

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_765958.xls	BoQ FINANCIAL BID PRINTING AND DELIVERY OF PUBLICATIONS IISS 2023	281.50

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	mahesh@mpeda.gov.in	Mahesh G	MAHESH GIRIYAPPA
2.	shassi@mpeda.gov.in	SHASSI S	SHASSI SANTHAMMA
3.	gibin@mpeda.gov.in	GIBIN KUMAR	GIBINKUMAR T R

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Show Bids Details	Yes
BoQ Comparative Chart model	Normal	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	H	Form Based BoQ	No

Tender Inviting Authority

Name	DEPUTY DIRECTOR MARKET PROMOTION
Address	MPEDA HEADOFFICE, KOCHI 682036

Tender Creator Details

Created By	GIBIN KUMAR
Designation	DEPUTY DIRECTOR
Created Date	09-Dec-2022 05:12 PM



TENDER NOTICE

Ref: PMP-IISS/TEN/4/2022-PMP

09.12.2022

TENDER FOR PRINTING & DELIVERY OF PUBLICATIONS

Sealed bids are invited from reputed firms for Printing & Delivery of Publications for INDIA INTERNATIONAL SEAFOOD SHOW 2023 (IISS 2023) jointly organized by The Marine Products Export Development Authority (Ministry of Commerce & Industry, Government of India) and Seafood Exporters Association of India (SEAI) to be held at Biswa Bangla Mela Prangan, Kolkata, West Bengal from 15th – 17th February 2023 as per the requirements in the tender document, available on the web site www.mpeda.gov.in / www.indianseafoodexpo.com

The bid must be submitted in sealed cover on or before 22.12.2022 at 12:00 PM in the following address super-scribing '**Bid for the Printing and Delivery of Publications for the India International Seafood Show IISS-2023**'

The Deputy Director
The Marine Products Export Development Authority
(Ministry of Commerce and Industry, Govt. of India)
Regional Division KOLKATA
5th Floor, Tea Board Building,
14 BTM Sarani (Brabourne Road)
KOLKATA-700001, WEST BENGAL
Tel: +91 033 22345908
E-mail: ro.kol@mpeda.gov.in

or can be submitted /uploaded through the **e-procurement system of Government of India on Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app>** on or before **22.12.2022 at 12.00 PM**

INDIA INTERNATIONAL SEAFOOD SHOW 2023

15th – 17th FEBRUARY 2023

BISWA BANGALA MELA PRANGAN, KOLKATA, WEST BENGAL

TENDER FORM

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY

(Ministry of Commerce & Industry, Government of India)

P. B. No. 4272, MPEDA House, Panampilly Nagar, Kochi – 682 036.

Phone: + + 91-484- 2321722, 2312812, 2311901

E-mail:pub@mpeda.gov.in

Web Site: <http://www.mpeda.gov.in>

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THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY

(Ministry of Commerce & Industry, Government of India)

P. B. No. 4272, MPEDA House, Panampilly Nagar, Kochi – 682 036.

Name of the work	Printing & delivery of Publications, Note pad, Delegate tags, Coffee table Book etc for the India International Seafood Show IISS 2023, organized by The Marine Products Export Development Authority (Ministry of Commerce & Industry, Government of India) scheduled to be held at at Biswa Bangla Mela Prangan, Kolkata, West Bengal from 15 th – 17 th February 2023
Bid Security (Earnest Money Deposit)	Rs. 25,000 (Rs. Twenty-five thousand only) in the form of Account payee DD from any of the nationalized banks, in favour of " India International Seafood show ", payable at Ernakulam
Last Date and Time for receipt of Bids	22.12.2022 , 12.00 PM
Time and Date of Opening of Technical Bid	23.12.2022, 12.00 PM
Place of Opening Bid	Division of the Deputy Director The Marine Products Export Development Authority, (Ministry of Commerce and Industry, Govt. of India). MPEDA Regional Division KOLKATA 5 th Floor, Tea Board Building, 14 BTM Sarani (Brabourne Road) KOLKATA-700001, WEST BENGAL Tel: +91 033 22345908 E-mail: ro.kol@mpeda.gov.in

TENDER DOCUMENT
THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY
HEAD OFFICE, KOCHI – 682 036

**TENDER DOCUMENT FOR PRINTING & DELIVERY OF PUBLICATIONS’
ORGANISED at Biswa Bangla Mela Prangan, Kolkata, West Bengal**

A. Introduction

The Marine Products Exports Development Authority (MPEDA) (hereinafter referred as ‘Authority’) is a statutory body under the Ministry of Commerce and Industry, Government of India. MPEDA with its Head office at Panampilly Nagar, Kochi is entrusted with the primary task of promotion of export of marine products from India.

B. Job Description

Sealed Tenders in prescribed format are invited from reputed printers for **Printing and delivery of publications for ‘India International Seafood Show IISS-2023’** (hereinafter referred as ‘IISS 2023’), an International event that showcases the activities and business in the seafood sector of the country and abroad, scheduled to be held at Biswa Bangla Mela Prangan, Kolkata, West Bengal from 15th – 17th February 2023. The Event will have an exhibition having 364 stalls and expects about 5,000 delegates to participate.

Tender document can only be downloaded from our website www.mpeda.gov.in. The last date for submission of tenders is **22.12.2022 at 12.00 hours. The bids shall be opened on 23.12.2022 at 12.00 hours** in the presence of the bidder’s representative who choose to be present at the MPEDA Regional Division Kolkata during the evaluation process. **The Technical bid and financial bid should be given in separate sealed envelopes and the bidder will be disqualified if the technical bid and financial bid were not provided in separate sealed envelopes.** Bids can be submitted /uploaded through the **e-procurement system of Government of India on Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app>** on or before **22.12.2022 at 12 PM**

The financial bid shall be opened only for those bidders who satisfy the eligibility criteria mentioned in the tender document and scores minimum mark mentioned in the technical bid evaluation. After the technical evaluation and presentation, the financial bids of the bidders who score marks above **70** only will be opened.

Those who are meeting the eligibility criteria and are interested to print & deliver the publications subject to the terms and conditions may furnish their quotes in the prescribed form enclosed herewith and with copies of other required documents indicated in the tender document.

C. Eligibility Criteria

(i) Essential

1. The bidder shall be reputed printer (herein after referred as "Vendor") having an average financial turnover of **Rs. 20 (Twenty) lakh** and above during the last three years commencing from 2019-20.
2. The vendor should have minimum 5 years experience in printing & delivery of publications
3. The vendor should have received at least 2 work orders per year for more than 3,000 copies in last 3 years.
4. The vendor should have audited financial statement (Balance Sheet & Profit & Loss Account) for previous 3 years.
5. Vendor should have GST registration
6. Experience with proof for printing & delivery of publications to Union/State government / PSUs/Private Enterprises etc. on various social / service and business meet.

(ii) Desirable

1. Awards / certificates of excellence received, if any.

D. Terms and conditions

1. The vendors will have to submit an interest free, refundable earnest money deposit (E.M.D) of Rs. 25,000 (Rupees Twenty-five thousand only) in the form of a Bank Draft / Pay Order of Scheduled Commercial Bank drawn in favour of **India International Seafood Show** payable at **Ernakulam**. The DD should be kept along with Technical bid envelop.
2. **The work order will issued to the successful bidder and successful bidder shall submit a copy of the work order duly signed as the acceptance of work order.**

3. **The successful bidder shall submit a performance security deposit equivalent to 3% of the quoted value along with the acceptance of work order.**
4. The vendor shall not sublet whole or part of the work to any other agency, in case of award of contract.
5. The vendor shall print & deliver the publications, in accordance with the contract to the complete satisfaction of the Authority.
6. Delivery location of publications shall be Biswa Bangla Mela Prangan, Kolkata, West Bengal.
7. Vendors are advised to understand the magnitude of the job involved before submitting the bids.
8. In case of default on the part of the agency in carrying out any order, Authority shall be entitled to get the work done by any other persons and all expenses consequent thereon or incidental thereto shall be borne by the Authority and will be deducted by the Authority from any money due or it may become due to the agency.
9. The decision of the Authority in the matter arising out of this contract shall be final and binding in regard to all matters relating to the contract.
10. Canvassing in any form by the agency directly or by any other agency / person on their behalf may lead to disqualification of their bid.
11. Please note that falsification/suppression of information shall lead to the disqualification of the vendor.
12. All cases/proceedings relating to any dispute or claim arising out of or any case of performance of this contract shall be falling in appropriate court having jurisdiction in Ernakulam, Kerala.
13. In the event of the vendor committing breach of any of the above terms and conditions or the services of the vendor being found to be unsatisfactory, the contract can be terminated by the Authority even before the expiry of the period of agreement by giving 5 day's notice to the vendor. Even otherwise the Authority will have the right to terminate the engagement of vendor by giving 10 day's notice.
14. The Authority shall have right to issue addendum to tendered documents to clarify, amend, modify supplement or delete any of the condition, clause or items stated therein. Each addendum shall form a part of the original invitation to tender.

15. The Authority reserves the right to accept or reject tender without assigning any reason thereof. No claim or complaint in this regard will be entertained by the Authority.
16. The Authority is under no obligation to accept the lowest or any tender received in response to this tender notice.
17. Tender document should be signed on all the pages by the Authorised signatory along with seal of the vendor.
18. Resolution of the Company (if the vendor is a Company) authorizing the person signing the Tender, to sign the Tender on behalf of the Company is to be provided.
19. In the event of the vendor committing a breach of the contract the Authority is entitled to receive from the vendor compensation to the extent of loss incurred as determined by the Authority for any loss or damage caused to the Authority besides forfeiture of the EMD.
18. Details of Printing requirement

Sl. No.	Printing work	No of copies
1	Writing pad for IISS 2023	2500
2	Coffee Table Book	700
3	Lanyard with printing	5500

19. Tech. specifications of the publications:

1. Writing pad for IISS 2023	
No. of copies	2,500
Size	A5 (148 x 210 mm or 5.8" x 8.3")
No. of pages	40 + cover page in front & 16 ounce card board at back
Printing	4 colour (Front Cover and back cover) one side only Design will be provided
Paper for Cover and back	Art card / Chip board
Paper for Inside pages	'70' GSM plain white paper
Binding	Side binding with Metal wire (twin ring)

2. COFFEE TABLE BOOK	
No. of copies	700
Size	23.5 x 30.5 CM
Paper	Inner - 130 GSM Art Paper, Cover and Jacket - 170 GSM Art Paper with lamination
Printing	Multi Color
Binding	Hard Case binding with Stitching, lamination
Extra	Slip in case box with lamination, die cutting
Pages	300 + cover
3. Lanyard with printing	
	5000 nos
Size	¾ inch wide and 36 inch long
Fabric Colour	Royal Blue
Print Colour	White
Hook	Stainless steel heavy duty bolt snap
Fabric	Biodegradable Tubular Cotton

19. All the publications should be delivered at Biswa Bangla Mela Prangan, Kolkata, West Bengal on or before 12th February 2023.
20. Although the tender is for specified numbers, MPEDA reserves the right to place further orders in multiples of 100 numbers. The additional orders will be placed at least two weeks before the delivery date of 10.02.2023.
21. The material for printing in pdf form will be provided by 30th of January, 2023 only.
22. Any damaged publications will be returned to the bidder and the final quantity will be counted accordingly.
23. If there is a requirement of Advance Payment, the schedule of advance payment may please be mentioned explicitly in the Financial bid.

24. Maximum advance payment is limited to 30% subject to the submission of bank guarantee for equivalent amount. Remaining 70% would be settled, after one month of submission of bills and other required documents.

25. If there is a mis-match between the numbers of publications delivered at the venue, the count by MPEDA representative will be final.

26. EMD amount of successful bidder will be retained as security deposit and will be adjusted during the final settlement.

27. Selection Method & Criteria

The Bidding process shall be a two-stage process. Prior to the detailed evaluation of the Technical Bids, MPEDA shall determine whether each bid is

a) Complete

b) Is accompanied by the required information and documents towards Eligibility Criteria and

c) Is substantially responsive to the requirements set forth in the tender document

The evaluation shall be based on the technical and financial parameters. The weightage for the technical parameters shall be 70% and the financial parameters shall be 30%.

a) Pre-bid meeting will be conducted as online mode on 12.12.2022. Link will be given in the website. (https://mpeda.gov.in/?page_id=1162)

b) Technical Weightage (St): The marks scored by the bidder in technical evaluation shall be calculated to 70 points as below:

$St = T * 0.70$ where T is the Technical score awarded to the bidder as per Technical Evaluation Criteria

c) Financial Weightage (Sf): The marks scored by the bidder in financial evaluation shall be calculated to 30 points as below:

The Commercial scores of all the other proposals will be determined by $Sf = 30 * Fm/F$ (Fm = Lowest evaluated tender cost, F = value of Commercial proposal under consideration).

c) Final Selection: Proposals will be ranked according to their combined technical (St) and Commercial (Sf) scores. The combined technical and Commercial score shall be calculated as $S = St + Sf$.

The technical evaluation criteria are broadly defined as under. Bidder has to provide documentary proof against each criteria as a part of technical proposal.

Scoring pattern

No.	CRITERIA FOR EVALUATION	Max Marks (St)	Documents needed
1	EXPERIENCE IN PRINTING BOOKS/PUBLICATIONS ETC	25 MARKS	1. Company incorporation certificate 2. Work order copies
a.	5 Years	10	
b.	More than 5 years up to 8 Years	15	
c.	Above 8 years	25	
2	AVERAGE TURNOVER FOR LAST THREE YEARS	30 MARKS	1. Certified balance sheets 2. IT returns
a.	Upto 20 Lakh	10	
b.	21-30 Lakh	20	
c.	Above 30 lakh	30	
3	SIMILAR WORK ORDERS IN LAST 3 YEARS	30 MARKS	1. Work order copies
a	6 work orders in last three years	10	
b	7-9 work orders in last three years	20	
c	More than 9 work orders in last three years	30	
6	Other Scoring Parameters	15 MARKS	1. Work order

a.	Work with Govt/ PSU (1 mark for each work order & max 5 marks)	5	copies
b.	Office/ branch in Kolkata City	5	1. GST registration certificate
c.	Awards/ Certifications	5	1. Copy of Awards/ Certifications
	TOTAL	100	

1. **SCHEDULE OF TENDERING PROCESS**

The Schedule for the process for selection of printer is as follows:

<u>Sl. No.</u>	<u>Milestone</u>	<u>Date</u>
1	Issuance of Tender notice	09/12/2022
2	Pre Bid meeting	12/12/2022
3	Last Date for Online Submission of Bid	22/12/ 2022 12.00 pm
4	Date for Opening of Technical Bid (-1)	23/12/ 2022 12.00 pm
5	Opening of Financial Bid (-2)	23/12/2022 5 pm

How to apply

Application of agencies/ bidders that fulfill the criteria only would be considered by the Authority. Mere accepting the application by the Authority would not guarantee the award of contract.

The application in sealed envelope superscribed "**TENDER FOR PRINTING & DELIVERY OF PUBLICATIONS FOR IISS 2023**" along with the copies of the relevant certificates and other specified documents may please be forwarded to the following address on or before 22/12/2022 on 12 pm.

The Deputy Director

The Marine Products Export Development Authority
(Ministry of Commerce and Industry, Govt. of India)

MPEDA Regional Division KOLKATA

5th Floor, Tea Board Building,

14 BTM Sarani (Brabourne Road)

KOLKATA-700001, WEST BENGAL

Tel: +91 033 22345908

E-mail: ro.kol@mpeda.gov.in

Technical Bid

Last date for receipt of application is upto 22.12.2022 at 12.00 PM

From

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.....
.....

To

The Deputy Director
The Marine Products Export Development Authority
(Ministry of Commerce and Industry, Govt. of India)

MPEDA Regional Division KOLKATA

5th Floor, Tea Board Building,
14 BTM Sarani (Brabourne Road)
KOLKATA-700001, WEST BENGAL
Tel: +91 033 22345908
E-mail: ro.kol@mpeda.gov.in

No.	Particulars	Details to be filled in by the Agency
1.	NAME	
2.	REGISTERED OFFICE	
3.	NEAREST OFFICE BRANCH IF ANY IN KOLKATA	
4.	CONTACT PERSON	
5.	ADDRESS	

6.	PHONE	
7.	MOBILE	
8.	EMAIL	
9.	YEAR OF INCORPORATION	
10.	PAN CARD (Copy to be attached)	Yes / No
11.	INCOME TAX RETURNS (Copies to be attached)	Yes / No
12.	SERVICE TAX REGN (Copies to be attached)	Yes / No
13.	TIN REGISTRATION (Copy to be attached)	Yes / No
14.	TURN OVER 2019-20	
15.	TURN OVER 2020-21	
16.	TURN OVER 2021-22	
17.	AUDITED BALANCE SHEET LAST 3 YEARS (Copies to be attached)	Yes / No
18.	COMPANY REGISTRATION CERTIFICATE (Copy to be attached)	Yes / No
19.	WORK ORDERS FOR THE PRINTING & SUPPLY OF MORE THAN 5,000 COPIES (Work order copies to be attached)	Yes / No
20.	EXPERIENCE WITH GOVT/ PSU/ PRIVATE/ MPEDA (Work order copies to be attached)	

21.	NO OF BRANCHES IN INDIA	
22.	AWARDS/ QC CERTIFICATIONS (Copies to be attached)	Yes / No
23.	CLIENTELLE (give the list)	Yes / No
24.	Any other relevant information	
25.	Verification - The application for engagement should be signed by the authorized signatory verifying that all the details furnished in the application are true and correct to the best of his/her knowledge and that in case of furnishing any false information or suppression of any material information would lead to rejection of application besides initiation of penal proceedings by the Authority.	

Name & Signature of authorized signatory

Date:

Name & Seal of Agency

Financial Bid (May be filled if submitting physical quotation)

(If bidding done through E procurement site amount may not be mentioned in this form, instead online BoQ may be filled)

Last date for receipt of application is upto 22.12.2022 at 12.00 PM

From

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.....
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To

The Deputy Director
The Marine Products Export Development Authority
(Ministry of Commerce and Industry, Govt. of India)

MPEDA Regional Division KOLKATA

5th Floor, Tea Board Building,
14 BTM Sarani (Brabourne Road)
KOLKATA-700001, WEST BENGAL
Tel: +91 033 22345908
E-mail: ro.kol@mpeda.gov.in

I/We have read and examined the documents relating to the for printing & delivery of publications for India International Seafood show IISS 2023 scheduled to be held at Biswa Bangla Mela Prangan, Kolkata, West Bengal from 15th – 17th February 2023.

	Publications	Copies/Nos	Rate per copy	Base Amount	Total including GST
1.	Writing pad for IISS 2023	2500			
2.	Coffee Table book	700			
3.	Lanyard with printing	5500			
TOTAL					

1. Price has to be quoted in Indian Rupees only.
2. Taxes (if any) has to be mentioned
3. All inclusive prices have to be quoted. The applicable TDS shall be deducted from the payments made by Authority.
4. In case of a mis-match in the amount mentioned in Figures and Words, the amount mentioned in words shall be considered as final.
5. The vendor agree that the above price have been quoted after reading and understanding the complete tender documents

SUB TOTAL: Rs. _____ (In words) _____

6. Taxes if any. _____

GRAND TOTAL:Rs. _____(In words) _____

If the Tender is accepted, I/We agree to keep the Tender valid till the completion of the event. I/We shall not withdraw the Tender during the validity period and the Organizers shall be at liberty to forfeit the EMD and make alternate arrangements at my/our risk and cost in case of withdrawal of Tender during the validity period.

Signatures of authorized signatory:

SIGNATURE OF THE VENDOR:

NAME AND ADDRESS

.....

STATUS OF THE
 SIGNATORY.....

Place:

Date:

(SEAL)