भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्
INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION
(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार की एक स्वायत्त संस्था)
(An Autonomous body under the Ministry of Environment, Forest and Climate Change, Government of India)
पो0 ओ0 न्यू फॉरेस्ट, देहरादून – 248006 (उत्तराखण्ड)
P. O. New Forest, Dehradun – 248006 (Uttarakhand)

सं / No. 1-64(37)/2023/RECAP4NDC/BCC/ICFRE/766 दिनांक / Date: 13/11/2026

रिकेपफॉरएनडीसी परियोजना के अंतर्गत उत्तराखण्ड, दिल्ली औरं एनसीआर, गुजरात और महाराष्ट्र के राज्य वन विभागों के अधिकारियों और फ्रंटलाइन कर्मचारियों, तथा अन्य संबंधित विभागों के अधिकारियों / कर्मचारियों की क्षमता निर्माण हेतु एफएलआर पर ट्रेनिंग मैनुअल की प्रिटिंग हेतु बिड आमंत्रण /

Request for Bid for Printing of Training Manual on FLR for Capacity Building of the Officers and Frontline Staff of State Forest Departments and Officer/ Officials of Other Line Departments of Uttarakhand, Delhi & NCR, Gujarat and Maharashtra under RECAP4NDC Project

(केवल जी.ई.एम. के माध्यम से) / (Through GeM only)

परियोजना का नाम / Name of Project: भारत में एनडीसी कार्यान्वयन हेतु वन और वृक्ष आवरण को बहाल करना, संरक्षित करना और सुरक्षित रखना / Restore, Conserve and Protect Forest and Tree Cover for NDC Implementation in India (RECAP4NDC) Project

अनुबंध संख्या / Agreement Number: 81301539

परियोजना प्रोसेसिंग संख्या / Project Processing Number: 21.9023.9-004.00

जी.ई.एम. बिड संख्या / GeM Bid No.: GEM/2026/B/8271331

1. भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद (भा.वा.अनु.शि.प.) रिकेपफॉरएनडीसी परियोजना के कंसोर्टियम भागीदारों में से एक है और आउटपुट–V डीसीकेसीएम–एफएलआर (वन परिदृश्य बहाली के लिए क्षमता, ज्ञान और संचार तंत्र का विकास) घटक को क्रियान्वित कर रहा है।
   Indian Council of Forestry Research and Education (ICFRE) is one of the consortium partners of the RECAP4NDC Project and implementing the component Output-V DCKCM-FLR (Development of capacities, knowledge and communication mechanisms for forest landscape restoration).
2. भा.वा.अनु.शि.प. निम्नलिखित विनिर्देशों के अनुसार उत्तराखण्ड, दिल्ली औरं एनसीआर, गुजरात और महाराष्ट्र के राज्य वन विभागों के अधिकारियों और फ्रंटलाइन कर्मचारियों, तथा अन्य संबंधित विभागों के अधिकारियों / कर्मचारियों की क्षमता निर्माण हेतु एफएलआर पर ट्रेनिंग मैनुअल की प्रिटिंग हेतु बोलियां आमंत्रित करता है:
   ICFRE invites bids for Printing of Training Manual on FLR for Capacity Building of the Officers and Frontline Staff of State Forest Departments and Officer/ Officials of Other Line Departments of Uttarakhand, Delhi & NCR, Gujarat and Maharashtra as per following specifications:

क्र.स. / S.No.	विवरण / Particulars	विनिर्देश / Specifications	मात्रा / Quantity
1.	राज्य वन विभागों के वन अधिकारियों के लिए अंग्रेजी में प्रशिक्षण मैनुअल / Training Manual for Forest Officers of SFDs in English	- No. of pages: 1) Training Manual for Forest Officers of SFDs in English: 250 pages ± 10 pages 2) Training Manual for Frontline Forest Staff of SFDs in English: 200 pages ± 10 pages: 3) Training Manual for Frontline Forest Staff of SFDs in Hindi: 200 pages ± 10 page 4) Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi: 200 pages ± 10 page 5) Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati: 200 pages ± 10 page	800 प्रतियां / copies

2.	राज्य वन विभागों के फ्रंटलाइन वन कर्मचारियों के लिए अंग्रेजी में प्रशिक्षण मैनुअल / Training Manual for Frontline Forest Staff of SFDs in English	6) Training Manual for Officers and Staff of Other Line Departments in English: 200 pages ± 10 page - Type of Printing: Printing with Material - Mode of Printing: Offset - Colour of Printing: Front Multicolour and Back Multicoulour - Printing Content: Text and Pictorial - Paper Material: Art paper - Standard of Paper: Conformity to Indian Standard IS 1848 - Size of Paper: A4 - Thickness of Paper: 130 GSM - Number of Languages of Printing: 04 - Language: English, Hindi, Gujarati and Marathi - Cover Pages: 300 GSM, Matt, Laminated, Printed - Binding: Perfect Binding - Packaging required: Carton - Additional Support: Designing, Formatting and Logistics support (Delivery of order to the consignee at following address: 1) Training Manual for Forest Officers of SFDs in English: 800 copies to Dehradun (Uttarakhand) 2) Training Manual for Frontline Forest Staff of SFDs in English: 200 copies to Dehradun (Uttarakhand) 3) Training Manual for Frontline Forest Staff of SFDs in Hindi: 300 copies to Dehradun (Uttarakhand) 4) Training Manual for Frontline Forest Staff of SFDs in Hindi: 300 copies to New Delhi 5) Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi: 200 copies to Dehradun (Uttarakhand) 6) Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi: 400 copies to Nagpur (Maharashtra) 7) Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati: 200 copies to Dehradun (Uttarakhand) 8) Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati: 300 copies to Gandhinagar (Gujarat) 9) Training Manual for Officers and Staff of Other Line Departments in English: 200 copies to Dehradun (Uttarakhand) - Additional Support: Translation of entire content of Training Manual for Frontline Forest Staff of Gujarat SFD in English to Gujarati and Translation of entire content of Training Manual for Frontline Forest Staff of Maharashtra SFD in English to Marathi (It will be mandatory for the awarded firm to submit the final printed draft dummy copy of the training manual along with the translation certificate to certify the authenticity of the translation of the training manual from English to Gujarati and Marathi)	200 प्रतियां / copies
3.	राज्य वन विभागों के फ्रंटलाइन वन कर्मचारियों के लिए हिन्दी में प्रशिक्षण मैनुअल / Training Manual for Frontline Forest Staff of SFDs in Hindi		600 प्रतियां / copies
4.	महाराष्ट्र राज्य वन विभाग के फ्रंटलाइन वन कर्मचारियों के लिए मराठी में प्रशिक्षण मैनुअल / Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi		600 प्रतियां / copies
5.	गुजरात राज्य वन विभाग के फ्रंटलाइन वन कर्मचारियों के लिए गुजराती में प्रशिक्षण मैनुअल / Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati		500 प्रतियां / copies
6.	अन्य लाइन विभागों के अधिकारियों और कर्मचारियों के लिए अंग्रेजी में प्रशिक्षण नियमावली / Training Manual for Officers and Staff of Other Line Departments in English		200 प्रतियां / copies

3. **<u>Qualifying and Eligibility Criteria for submitting the bid:</u>**
   a) **Firm must have at least five (5) years of experience in printing of books/ manuals/ reports/ documents. Documentary evidence in the form of Work Orders/ Contracts/ Work Completion Certificates of each year of last 5 financial years of same must be submitted by the firm.**
   b) **Firm must have minimum average annual turnover of Rs. 11,00,000/- for last 3 financial years. Documentary evidence of same (duly verified by CA) must be submitted by the Firm.**
   c) **Copies of registration/ taxation documents (Company Registration Certificate/ PAN Card, GST Certificate, Aadhar Card, etc.) must be submitted by the Firm.**
   d) **Firm must to submit a self-declaration certificate of not having blacklisted in any government department/organization during the last 3 years.**
   e) **Firm must to submit soft copies of the samples of books/ manuals/ reports/ documents of similar or equivalent specifications printed by the Firm.**
   f) **An office of the firm must be located in the state of Uttarakhand. Documentary evidence of same must be submitted by the firm.**

4. Eligible firms are invited to submit their bid for printing of above-mentioned training manual for Project Management Unit, RECAP4NDC project as per specifications mentioned in Para 2.
5. Quoted price will be evaluated and contract will be awarded to the responsive bidder offering the lowest evaluated rate.
6. Bid should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted.
7. The deadline for receipt of bid through GeM is **24 November 2026 by 01:00 PM**.
8. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Bid.
9. Validity of the Offer: Bid shall be valid for a period of 90 days from the date for receipt of Bid(s) indicated in Paragraph 7 above.
10. Evaluation of Bid: The Procurement Committee of RECAP4NDC-PMU, ICFRE will evaluate and compare the Bid determined to be substantially responsive i.e. which are properly signed and conform to the terms and conditions and specifications of the Bid document.
11. Award of contract: The contract for printing of training manual will be awarded to the Firm whose Bid has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the Bid document.
12. Notwithstanding the above, the ICFRE reserves the right to accept or reject any Bid and to cancel the procurement process and reject all Bids at any time prior to the award of contract.
13. The Firm whose bid is accepted will be notified for the award of contract by the Purchaser prior to expiration of the bid validity period. The terms of the accepted offer shall be incorporated in the contract.
14. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customs packing and forwarding, transportation, handling and insurance etc. (Delivery of order to the consignee at following destinations:

Training Manual	Quantity	Destination for Delivery (F.O.R.) with complete address
Training Manual for Forest Officers of SFDs in English	800	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
Training Manual for Frontline Forest Staff of SFDs in English	200	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
Training Manual for Frontline Forest Staff of SFDs in Hindi	300	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
Training Manual for Frontline Forest Staff of SFDs in Hindi	300	Office of the Conservator of Forests (HQ) and Nodal Officer, RECAP4NDC Project, Government of National Capital Territory of Delhi, A-Block, 2nd Floor, Vikas Bhawan, I.P. Estate, New Delhi-110002

Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi	200	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi	400	Office of the Principal Chief Conservator of Forests (HoFF), CEO CAMPA and Nodal Officer, RECAP4NDC Project Maharashtra Forest Department Van Bhawan, Ramgiri Road, Civil Lines, Nagpur - 440001 (Maharashtra)
Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati	200	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati	300	Office of the Additional Principal Chief Conservator of Forests – PMU and Nodal Officer, RECAP4NDC Project Gujarat Forest Department, Aranya Bhawan, Wing A, 4th Floor, Sector 10-A, Gandhinagar – 382010 (Gujarat)
Training Manual for Officers and Staff of Other Line Departments in English	200	Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)

15. Standards: The printing of training manual supplied under the contract shall conform to the standard prescribed/ specifications mentioned in the bid document.
16. ICFRE shall not be responsible for fluctuation of the market rate of the ordered above mentioned works. The firm shall be required to supply the above-mentioned training manual at agreed rate only. The contract may be terminated at any time due to non-performance of any of the terms and conditions of the contract.
17. The Bid will be evaluated by the procurement committee of RECAP4NDC Project, ICFRE and the findings of the committee will be final and binding. The same cannot be challenged at any forum thereafter. Intending bidder will have to submit an undertaking in this regard.
18. ICFRE shall have the sole and unfettered discretion to decrease/ increase the number of above-mentioned training manual to be printed by the firm within the validity of the contract.
19. Payment shall be made after successful completion of work.
20. The Principal Investigator, RECAP4NDC Project, ICFRE reserves the right to cancel the contract on ground of unsatisfactory or delayed supply and failure to fulfill terms and conditions of the bid document and contract.
21. Materials of RECAP4NDC Project books/ manuals/ reports/documents is highly confidential and shall not be disclosed to third party in any case. Any violation in this regard will attract legal action.
22. Final drafts in colour (Colour Dummy) shall be made available to the Principal Investigator, RECAP4NDC Project, ICFRE and only after approval of the dummy, final print shall be taken.
23. Printed copies of training manual shall be delivered by the firm within 30 days. (Deliver the training manual to the destinations indicated in point no. 14).
24. The Successful Bidder can submit the Performance Security 3% of the total contract value for the period of 06 months in the form of PBG or Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of 'ICFRE Security Money/ EMD Account'. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledge. For release of Performance Security Deposit, the PBG/ FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the PBG/ FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the PBG/ FDR document in place of PBG and has to ensure delivery of hard copy of Original PBG/ FDR to the Buyer within 15 days of award of contract.

-sd-
Principal Investigator
RECAP4NDC Project
ICFRE, Dehradun

बिड संख्या/Bid Number: GEM/2026/B/8271331

दिनांक /Dated: 13-11-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	24-11-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	25-11-2026 13:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Environment Forest And Climate Change
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	Indian Council Of Forestry Research And Education (icfre)
कार्यालय का नाम/Office Name	Icfre Hq
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :aksinha@icfre.gov.in Buyer Email id: rawatrs@icfre.gov.in
वस्तु श्रेणी /Item Category	Paper-based Printing Services - Printing with Material; Book/Booklet; Offset
अनुबंध अवधि /Contract Period	3 Month(s)
पिछले 3 वित्तीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर/Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years)	11 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes | Partial | Experience - 2 year (s) | Turn over value - 5 (in lakhs)
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes | Partial | Experience - 2 year (s) | Turn over value - 5 (in lakhs)
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	3.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	6

(a).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Account Officer
ICFRE HQ, NA, Indian Council of Forestry Research and Education (ICFRE), Ministry of Environment Forest and

Climate Change
(Icfre Security Money/ Emd Account)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
7. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service

provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
8. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Paper-based Printing Services - Printing With Material; Book/Booklet; Offset (2900)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Printing	Printing with Material
Category of Printing	Book/Booklet
Mode of Printing	Offset
Single/ Double Sided	Double Sided (Both Sided – Front and Back)
Colour of Printing	Front Multi-color Back Multi-color
Printing Content	Text + Pictorial
Paper Material	Art Paper
Standards of Paper	Conformity to Indian Standard IS 1848
Size of the Paper (in cm)	A4 (21.0 x 29.7)
Thickness of Paper in GSM	121-130 GSM
Inserts	Not Required
Lease/ Agreement/ Rent receipts (in case of rented space) to be uploaded(documentary proofs to be submitted by SP)	NO
Number of languages of printing	4
Language	English, Hindi, Gujarati and Marathi
एडऑन /Addon(s)	
Cover Page	300GSM, Matt, Laminated, Printed
Binding	Perfect Binding
Packaging Required	Carton

विवरण/ Specification	मूल्य/ Values
Additional Support	Designing Support , Formatting Support & Logistics Support (Delivery of Order to the Consignee)

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Copies	अतिरिक्त आवश्यकता /Additional Requirement
1	RANJEET SINGH RAWAT	248006,ICFRE HEAD QTR, PO-NEW FOREST DEHRADUN, UTTARAKHAND	2900	• Number of pages per Item : 200

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

   OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Service & Support**

   AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. **Generic**

   Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

   Training Manual for Forest Officers of SFDs in English: 800 copies to Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand),
   Training Manual for Frontline Forest Staff of SFDs in English: 200 copies to Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand),
   Training Manual for Frontline Forest Staff of SFDs in Hindi: 300 copies to Indian Council of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand) and 300 copies to 300 copies to

Office of the Conservator of Forests (HQ) and Nodal Officer, RECAP4NDC Project, Government of National C apital Territory of Delhi, A-Block, 2nd Floor, Vikas Bhawan, I.P. Estate, New Delhi-110002 ,
Training Manual for Frontline Forest Staff of Gujarat SFD in Gujarati: 200 copies to Indian Council of Forestr y Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand) and 300 copies to Office of t he Additional Principal Chief Conservator of Forests – PMU and Nodal Officer, RECAP4NDC Project Gujarat F orest Department, Aranya Bhawan, Wing A, 4th Floor, Sector 10-A, Gandhinagar – 382010 (Gujarat),
Training Manual for Frontline Forest Staff of Maharashtra SFD in Marathi: 200 copies to Indian Council of Fo restry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand) and 400 copies to Offic e of the Principal Chief Conservator of Forests (HoFF), CEO CAMPA and Nodal Officer, RECAP4NDC Project Maharashtra Forest Department Van Bhawan, Ramgiri Road, Civil Lines, Nagpur - 440001 (Maharashtra), a nd Training Manual for Officers and Staff of Other Line Departments in English: 200 copies to Indian Counci l of Forestry Research and Education P.O. New Forest, Dehradun – 248006 (Uttarakhand)
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4. **Certificates**

   Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. **Buyer Added Bid Specific ATC**

   Buyer Added text based ATC clauses

Qualifying and Eligibility Criteria for submitting the bid:

a) Firm must have at least five (5) years of experience in printing o f books/ manuals/ reports/ documents. Documentary evidence in t he form of Work Orders/ Contracts/ Work Completion Certificates of each year of last 5 financial years of same must be submitted by the firm.

b) Firm must have minimum average annual turnover of Rs. 11,00,0 00/- for last 3 financial years. Documentary evidence of same (dul y verified by CA) must be submitted by the Firm.

c) Copies of registration/ taxation documents (Company Registration Certificate/ PAN Card, GST Certificate, Aadhar Card, etc.) must be submitted by the Firm.

d) Firm must to submit a self-declaration certificate of not having blacklisted in any government department/organization during th e last 3 years.

e) Firm must to submit soft copies of the samples of books/ manual s/ reports/ documents of similar or equivalent specifications print ed by the Firm.

f) An office of the firm must be located in the state of Uttarakhand. Documentary evidence of same must be submitted by the firm.

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6. **Buyer Added Bid Specific ATC**

   Buyer uploaded ATC document Click here to view the file.

7. **Past Project Experience**

   Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a.

Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

8. **Forms of EMD and PBG**

   Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

   ICFRE Security Money/ EMD Account
   payable at
   Dehradun
   . After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

9. **Forms of EMD and PBG**

   Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

   ICFRE Security Money/ EMD Account
   A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.

8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने

व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---