

**TENDER DOCUMENT FOR PRINTING AND SUPPLY OF
CERTIFICATES AND MARKSHEETS WITH SECURITY FEATURES**



STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING, ODISHA

UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012

STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING, ODISHA
UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012
TENDER DOCUMENT

TENDER Notice No. 3346 / DT. 24.06.2017

- 1. NATURE OF WORK:** Printing and supply of Diploma Certificates and Divisional Mark sheet with Security Features.
- 2. PRE-QUALIFICATION:**
 - (i) The Printer should be an ISO certified company registered as a Security Printer, approved by the Reserve Bank of India / Indian Banks Association, Mumbai with a minimum turnover of Rs. 20 cores per annum in the last two previous years.
 - (ii) The registered firm should have its own printing press with adequate infrastructure and experienced manpower for execution of the work.
- 3. TENDER DOCUMENT:**

Tender Document can be downloaded from the official website of the Council "sctevtodisha.nic.in" and submitted within due date along with Demand Draft for an amount of Rs.1,500/- plus 5% VAT or GST as applicable at the time of submission of the tender document, drawn in favour of Vice-Chairman, SCTE&VT, Odisha, payable at Bhubaneswar towards cost of the Tender Document.
- 4. Pre-Bid Discussion:** Bidders are allowed in person to discuss on the bid on 06.07.2017 at 03.00 PM at SCTE&VT, Odisha, Bhubaneswar.
- 5. LAST DATE & TIME FOR RECEIPT OF TENDERS:** The last date & time for receipt of Tender document at State Council for Technical Education and Vocational Training, Unit-8, Near Raj Bhawan, Odisha, Bhubaneswar-751012 is 24.07.2017 up to 2 PM.
- 6. DATE, TIME & VENUE FOR OPENING OF TENDERS:**
 - (i) **Technical Bid:** Dt 24.07.2017 at 03.00 PM
 - (ii) **Financial Bid:** Dt 29.07.2017 at 03.00 PM
 - (iii) **Venue:** State Council for Technical Education and Vocational Training, Unit-8, Near Raj Bhawan, Odisha, Bhubaneswar.
- 7. ESTIMATED COST OF WORK AND EARNEST MONEY DEPOSIT (EMD)**

Name of the Work	Quantity (approx)	Estimated Cost	EMD in Rs.
1. Supply of Diploma Certificate with Security Features	30,000	15,50,000	15,000
2. Supply of Divisional Marksheet with Security Features	30,000		

The tender document is divided into two parts. The first part called Tender Document-cum-Technical Bid is of ten pages (including cover page) and the second part called "Financial Bid" is of one page. Bidders should submit both the bids separately in sealed envelopes mentioning **TECHNICAL BID** and **FINANCIAL BID** on the concerned envelop and should put both the envelopes in another large sealed envelope super scribing as "**BID DOCUMENT FOR PRINTING & SUPPLY OF DIPLOMA CERTIFICATE AND DIVISIONAL MARKSHEET WITH SECURITY FEATURES**".

8. SELECTION CRITERIA:

- (i) **Technical Evaluation:** The paper samples of the tenders which satisfy the eligibility criteria and have submitted all the mandatory documents will be sent to Govt. Testing Laboratory for testing. Based on the Test Report the Technical Evaluation will be done.
- (ii) **Financial Evaluation:** The Tenderer has to specify the rates separately for Item no. 1 & 2 in the Financial Bid. The Financial Bid of the technically qualified bidders will be considered for evaluation and selection will be made on the basis of the lowest combined rate for both the activities taken together.

General Terms & Conditions

Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the successful Tenderer. Tenders complying partly are liable to be rejected. State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar will process the tenders as per the standard procedures followed by State Council for Technical Education and Vocational Training, Bhubaneswar. The State Council for Technical Education and Vocational Training, Odisha, Unit-8, Near Raj Bhawan, Bhubaneswar reserves the right to reject any or all or part of tender without assigning any reason thereof and shall also not be bound to accept the lowest tender. The State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar will not under any obligation, give any clarification to the agencies whose bids are rejected/ not selected.

1. The tender should be submitted in the prescribed tender format only.
2. While submitting tender, the tenderers must submit Tender document and Technical Bid in a sealed envelope superscribing as “**Technical Bid**”. The Financial Bid should be submitted in a separate sealed envelope superscribing as “**Financial Bid**”.
3. The sealed envelopes of “**Technical Bid**” and “**Financial Bid**” should be kept in a single large envelope superscribing “**Tender for Printing & Supply of Diploma Certificate and Divisional Marksheet with Security Features**”.
4. All the pages of the tender document, Technical bid and Financial bid are required to be signed by the tenderer or the authorised representative on behalf of the tenderer along with seal of the firm and date.
5. **Pre-Bid Discussion**- Bidders may discuss on the bid in person on the scheduled date and time.
6. Tenders should be submitted in person at the receiving counter with proper receipt at SCTE&VT, Odisha, Unit-VIII, Near Raj Bhawan, Bhubaneswar-751012 or by Speed Post/Registered Post addressed to “**The Vice-Chairman, State Council for Technical Education and Vocational Training, Odisha, Unit-VII, Near Raj Bhawan, Bhubaneswar-751012**”, which should reach by the scheduled date and time. The tenders received after the due date and time will be summarily rejected. The SCTE&VT will not be liable for postal delay, if any.
7. The SCTE&VT is not responsible for accidental opening of the covers that are not properly superscribed and sealed before the time notified for opening of tenders.
8. The Technical Bid envelope will be opened first in the presence of tenderers or their authorized representative at SCTE&VT, Odisha, Unit-8, Near Raj Bhawan, Bhubaneswar-12.
9. If the bidder qualifies in the Technical Bid (subject to the passing the specified parameter tested in a Govt. Certified laboratory), then the Financial Bid envelope of that bidder shall be considered for opening. The Financial Bid of the unsuccessful bidder shall not be opened and shall be kept in the file with the signature of all Committee members with a remark “**Not opened because disqualified in the Technical Bid**”.
10. No revision of the price bid will be allowed once the price bids are opened.
11. The successful tenders should make an **Agreement** on a non-judicial stamp paper of appropriate value with the State Council for Technical Education and Vocational Training, Bhubaneswar stating that the firm/agency will abide by all the terms and conditions laid down by the State Council for Technical Education and Vocational Training, Bhubaneswar.
12. No claim for price increase will be entertained after signing the contract for one year. The period of contract may be extended beyond one year on satisfactory execution of the said work at same rates.

Extension of the said contract is at the sole discretion of the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar.

13. The tenderers will be responsible for the proof reading of all the items approved by the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar and will have to obtain the necessary order from the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar before execution of the work.
14. No additional payment will be made for preparation of samples; Preparation of samples/design shall be made as per the instruction given by the SCTE&VT, Odisha.
15. The **Earnest Money (EMD)**: The bidders should enclose two separate Bank Drafts amounting to Rs. 1,500/- plus 5% VAT or GST as applicable towards tender paper cost and Rs. 15,000/- towards EMD along with Technical Bid. The Bank draft should be drawn on any Nationalized Bank in favour of "Vice-Chairman, SCTE&VT, Odisha payable at Bhubaneswar, failing which the tender shall be rejected outright. Any change in tax rules shall be taken in to consideration automatically.
16. The EMD amount will be returned to the unsuccessful bidders without any interest after completion of selection process. In case of successful bidder, the concerned firm needs to submit a Performance Security equal to 10% of the tendered value. The EMD will be returned to the successful bidder after submission of Performance Security.
17. **Performance Security**: The successful bidder shall be required to deposit an amount equal to 10% of the tendered value within seven days as Performance Security in form of Bank Guarantee/FDR issued by a scheduled bank in the enclosed proforma at mentioned at **Annexure-I** of the Tender document, from the date of issue of the work order. The validity period of the Performance Security will be up to 14 months from the date of issue.
18. The quantity may vary depending upon the requirement of the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar. The tenderer shall however, not print more than the quantity ordered for. If excess quantity of any tendered item(s) over and above the given order is printed accidentally, those will be immediately informed and supplied to the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar (without any cost) only with the undertaking that no such Certificates & Marksheets are kept with the supplier. In case of any default/defect, the Vice-Chairman, State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar is competent to take action as deemed fit, which shall be final and binding on the tenderer.
19. **Penalty**: In case the office feels that the firm has failed to execute the order in time or violates any other stipulations as laid down by the SCTE&VT, Odisha, Bhubaneswar, penalty as deemed fit by the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar shall be imposed to the extent of financial loss caused to the Council. In addition to penalty, the Performance Security shall be forfeited and the firm may also be black listed. However, in case the period of execution of work is extended, the reason for delay in execution of the work must be conveyed to State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar at the earliest and looking into the gravity of the situation, the penalty may be reduced and the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar has the discretion to solely decide on this.
20. If the bidder fails to complete the job and State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar has to get it done through any other firm at higher rates, the difference in the rates accrued shall be deducted from the firm's bill besides forfeiting the

Performance Security of the firm, imposing penalty and taking such other action as may be deemed fit by the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar.

21. The rate should be quoted separately for printing and supply of Certificate and Mark sheet as per the specifications given in the Financial Bid which should include all charges for printing, packing, forwarding, octroi freight, insurance, taxes, local taxes, transportation, loading and unloading etc.
22. The firm should be RBI/IBA approved security printer having experience in the related work.
23. The bidder should have experience in similar type of work at least in any ten examination boards/ university/ Govt. agencies. Successful Work Execution Certificate from the various organisations where services rendered need to be enclosed.
24. The successful tender at the time of supply of Certificates /Mark sheets must submit a test/quality report from the manufacture of the paper.
25. The tender must not have been black listed earlier by any of the Universities or Examination boards or agencies or any other organisation. To this effect the bidder has to submit an Undertaking.
26. The successful tenderer should supply the certificates and mark sheets as per in schedule given by State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar subject to approval of the draft/proof, at their own cost, failing which, the order will be cancelled.
27. Payments will be made only after satisfactory and successful completion of the work and verification of paper samples of the Certificate & Mark Sheets by competent authority, upon submission of bills subject to TDS as applicable. No advance will be paid to carry out the work.
28. The State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar reserves the right to change the order quantity or specification without assigning any reason(s) whatsoever. The entire quantity may not be ordered at a time. There may be more than one order in multiple of 100.
29. **Place of delivery:** State Council for Technical Education and Vocational Training, Odisha, Unit-8, Near Raj Bhawan, Bhubaneswar-12.
30. The Vice-Chairman, State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar has the power either to accept or to reject the tender wholly or partially without assigning any reason and the decision of the Vice-Chairman, SCTE&VT, Odisha, BBSR will be final in this regard.
31. All disputes arising out of this bid shall be within the jurisdiction of the Court at Bhubaneswar.
32. The entire work intended to be tendered is of confidential in nature. Hence absolute accuracy and confidentiality should be maintained.
33. The tenderer should have all the arrangement to provide necessary security features for printing, ruling, binding, packing, perforating etc. to the satisfaction of the State Council for Technical Education and Vocational Training, Odisha.
34. The officers of the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar, however, can visit the premises the tenderer during the period of the execution of the job to monitor the quality of the work to ensure confidentiality and to ascertain that the items are prepared as per specifications laid down in the terms and conditions. If any lapse is found, the authorities of the State Council for Technical Education and Vocational Training, Odisha shall take such action as deemed fit which shall be final and binding.
35. All the Certificates and Mark sheets shall have serial numbers as per specification given by the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar.
36. The printing of Certificates/Mark sheets refers to printing of static field as well as Dynamic field. The name of Council and the format as specified by the Council should be incorporated in the

Certificates/Mark Sheets as a static filed. The candidate specific information which shall be provided by the Council from time to time for printing of the Certificates/Mark sheet is herein after known as Dynamic field.

37. The printing of the dynamic field with candidate specific information should be made in laser printers as per the colour and specification given by the Council.
38. Quotations shall always be both in the figures and words. The work “No quotations” should be written across any or all of the items on the proforma for which a tenderer does not wish to tender.
39. No alternation or overwriting is permitted in the rates. Any conditional offer with the words such as ‘subject to’, ‘prior sale’ etc. will be ignored. Ambiguity must be avoided in filling the tender and the language used in filling the tender forms must be clear and precise. Tenders not complying with these conditions may be rejected.
40. In the event of tender being accepted, the quotations will be converted into a contract. The tender is valid for one year. However in exigency, the Vice-Chairman, SCTE&VT reserves the right to extend the period as deemed fit.
41. In case the office feels that the firm has intentionally delayed the job, special penalty as deemed fit by the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar shall be imposed. In addition to the special penalty, the tenderer may also be black listed.
42. If the tenderer refuses to execute the job after accepting the condition of the tender at any point of time during the contract period, the security deposited will be forfeited in full or in part which is at the sole discretion of the State Council for Technical Education and Vocational Training, Odisha, Bhubaneswar. Further, any action as deemed fir will also be taken.
43. The tenderer has to submit the samples of Certificate/Mark sheet with both static and dynamic field printing along with the tender which needs to be kept in Technical Bid cover.

Specific Terms and Conditions

1. The Printer should be an ISO certified company, registered as a Security Printer, approved by the Reserve Bank of India / Indian Banks Association, Mumbai with a minimum turnover of Rs. 20 cores per annum in the last two previous years. Chartered Accountant Certificate and the audited details should be enclosed. Firm Registration copy to be submitted.

(Necessary Documents to be enclosed)

2. The printer should furnish at least 25 nos. of printed samples with Variable Data printing, duly certified by the Original Manufacturer of the material. The printer should submit a letter from the Authorized Manufacturer stating that the material / sample submitted are in accordance with the specification mentioned in this tender document.

(Samples to be enclosed)

3. The Material should be highly Tear Resistant, Water Resistant, Chemical Resistant made up of thermally bonded high density polythene fibres with a basic weight of about approx. 110 GSM thickness of about 10.3 mils, Tensile strength of about 66 to 72 lbs/ inch, Opacity of about 97 percent and with excellent Tear Resistance having an Elmendorf Tear Index of about 1.2 in both transverse and machine directions (Like DuPont Tyvek 1085D).
4. In view of the special nature of the substrate, the bidder should enclose a letter from the Original Manufacturer of the substrate that the material will be supplied to the awardee / bidder in case the tender is awarded to him. This is to ensure that there is no delay in supplies owing to the availability of the raw material. In case the material is not procured from the original manufacturer but from Authorized

Distributor of the Original Manufacturer, then a letter from the Authorized Distributor should be enclosed stating the availability of the raw material in their ware house.

(Letter from Original Manufacturer or Authorized Distributor to be enclosed)

5. The Printer should submit a letter from the Original Manufacturer stating that the Security Printer is fully trained and is capable of Printing on Tyvek Substrate.

(Letter from Original Manufacturer to be enclosed)

6. To protect the highly confidential nature of this job, out-sourcing the job in full or part is not allowed. The Printer should have adequate in-house facilities and technical manpower for the entire process of printing the Certificate and Divisional Marksheets.

(Undertaking Letter by Bidder to be submitted)

7. The period of contract is for one year without any price variations in the basic price and tax structures will be according to the rules and regulations of the Government.

(Acceptance letter of Bidder to be submitted)

8. The Printer should submit 10 Purchase Orders / Work Orders from different Universities / Examining Boards / Government Sector clients for successful execution of similar application as a proof of their expertise to print on Tyvek substrate along with the Tender document.

(Copies of the Purchase Orders to be submitted)

9. The Printer should provide minimum two Purchase Orders more than two crores of similar Application applied with similar specification.

(Copies of the Purchase Orders to be submitted)

10. The Diploma Certificate and Divisional Marksheet should at least contain the following 14 Security features. A detailed write up relating to each security feature is to be submitted by the firm in their letter pad mentioning how these security features will be implemented in the Certificate & Marksheets. If the bidder wants to provide any additional security features in the document it should be clearly intimated by the bidder along with details of the security feature in the firm's letter pad.

- a. High Resolution Boarder
- b. 2D Foil Stamping with Embossing
- c. Visible Fluorescent
- d. Bar-Code
- e. Penetrating Numbers printing
- f. Prismatic Printing
- g. Magic Text
- h. Micro Line Printing
- i. Void Pantograph
- j. Laxmana Rekha/ Reverse Micro printing
- k. Invisible printing/ Invisible Fibers
- l. Nano printing
- m. Secure Number Font
- n. Artificial Watermark

(Security Features to be mentioned on the Letter head of the firm)

11. The Printer should have the capacity to supply the material within 3 weeks from the date of Purchase order.

(Acceptance Letter by bidder to be submitted)

Declaration

1. I/We have read the above terms and conditions carefully and these are acceptable to me/us. The proforma giving details of equipment, premises and a copy of declaration relating to registration of the press is submitted herewith as required under the tender. Our rates are also given in the enclosed performa.
2. I/We hereby declare that our firm/company/concern is registered for the above work. We are in the technical infrastructure and technical staff etc. for smooth and effective execution of the above work. We have not been black listed by any Government (Central & State) Board/ University/ Public Undertaking/ Banks/ R.B.I. etc.

Name of Tenderer _____

Address _____

Signature of Tenderer
With Seal & Date.

DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID

1. Copy of Company/Partnership Registration Certificates.
2. Copy of up to date Sale Tax Clearance Certificate/ Registration Certificate/VAT/GST
3. Copy of PAN with IT Return of last 3 years
4. Copy of TAN/SRIN
5. ISO Certification document
6. RBI/IBA approved documents.
7. Annual Turnover Certificates for last two years.
8. Letter from Original Manufacturer / Authorized Distributor
9. Undertaking by Bidder
10. EMD-Demand Draft
11. Tender Application fee - Demand Draft.
12. Minimum 25 copies of Sample of Certificates /Mark Sheets incorporating the security features.
13. Minimum 10 copies of Sample Papers (Blank).
14. Experience Certificates for successful execution of similar job.
15. Tender document signed with seal & date in each page.

Note: *If the above documents are not submitted the tender will be summarily rejected.*

**STATE COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING, ODISHA
UNIT-VIII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012
TECHNICAL BID.**

(Printing & Supply of Diploma Certificates & Divisional Mark Sheets)

(A) General Information:

Sl.No.	Item	Description
1.	Name of the firm/Company	
2	Address of the Firm/Company (i) Head Office (ii) Branch in Odisha (if any) (iii) Factory Location	
3	Year of establishment	
4	E-mail address	
5	Telephone Number(s)	
6	Fax No.	
7	EMD DD No. & Date & Bank	
8	Tender Paper cost DD No. & Date & bank	
9	Is your firm registered under (i) The Indian Companies Act. (ii) The Indian Partnership Act.	
10	If your firm is a sole proprietorship firm (give details)	
11	If your firm comes under any other categories (give details)	
12	Whether insured against fire, theft, and burglary. If so, please stated the amount for which insured, the name of the insurance firm and policy no.	
13	Sale Tax/VAT Regd.No./TIN No./GST	
14	Permanent Account Number (PAN)	
15	Whether registered with RBI/IBA for security printing: Yes/No. (If yes, please enclose the certificate with Technical Bid)	

(B) Availability of Machine:

I. Computer.

Sl.No.	No of Computers	Make & other Description	Detail of DTP Software & Font used for making Art Work	Working Capacity Hrs/Day

II. Security Printing Machines:

Sl.No.	Security Printing Machines, Make & other Description.	Number of Machines	Working Capacity per Hrs/Day.

(C) Security Features Available with the Firm:

Sl.No.	Security Features	Yes	No
1	High Resolution Boarder		
2	2D Foil Stamping with Embossing		
3	Visible Fluorescent		
4	Bar Code		
5	Penetrating Numbers Printing		
6	Prismatic Printing		
7	Magic Text		
8	Micro Line Printing		
9	Void Pantograph		
10	Laxmana Rekha/ Reverse Micro Printing		
11	Invisible Printing/Invisible Fibers.		
12	Nano Printing		
13	Secure Number Font		
14	Artificial Watermark		

(D) Available Manpower:

Sl.No.	Personnel	Number of Personnel
1	Full Time	
2	Part Time	
3	Any other	

(E) Experience of the Firm:

Please enclose Experience Certificate (Printing of certificates during last three years).

Sl.No.	Name of Board/University/ Similar Organisation	Nature of work

(F) Annual Turnover of last two years (Enclose document proof):

Year	Annual Turnover

(G) Specification of Paper:

Sl. No.	Specification.	Certificate	Mark Sheet
1	GSM		
2	Tensile Strength		
3	Opacity		
4	Tear Index		

Signature of Tenderer
With Seal & Date.

**STATE COUNCIL FOR TECHNICAL EDUCATION & VOCATIONAL TRAINING, ODISHA
UNIT-VII, NEAR RAJ BHAWAN, BHUBANESWAR-751 012
FINANCIAL BID.**

(Printing & Supply of Diploma Certificates & Divisional Mark Sheets)

Name & address of the Firm/Company:

.....
.....

(A) Diploma Certificates:

Security Features (14 nos)	Specifications	Rate per Certificate
1) High Resolution Boarder 2) 2D Foil Stamping with Embossing 3) Visible Fluorescent 4) Bar Code. 5) Penetrating Numberw Printing. 6) Prismatic Printing 7) Magic Text. 8) Micro Line Printing. 9) Void Pantograph 10) Laxmana Rekha/Reverse Micro Priniting. 11) Invisible Printing/Invisible Fibers 12) Name Printing. 13) Secure Number Font 14) Artificial Watermark	Paper: *Tear Resistant *Water Resistant *Chemical Resistant *Thermally Bonded high density polythene fibres *DuPont Tyvek 1085D paper * 110 GSM *Tensile Strength 66 to 72 lbs/inch *Opacity: 97 % *Tear Index: About 1.2 in both transverse and machine directions SIZE: A4 Printing: *Dynamic field to be printed in Laser Printing *Static field to be printed in multi-colour as per specification supplied by SCTE&VT, Odisha	Rs..... (Rupees.....)) only

(B) Divisional Marksheets:

Security Features (14 nos)	Specifications	Rate per Mark sheet
1) High Resolution Boarder 2) 2D Foil Stamping with Embossing 3) Visible Fluorescent 4) Bar Code. 5) Penetrating Numbers Printing. 6) Prismatic Printing 7) Magic Text. 8) Micro Line Printing. 9) Void Pantograph 10) Laxmana Rekha/Reverse Micro Priniting. 11) Invisible Printing/Invisible Fibers 12) Nano Printing. 13) Secure Number Font 14) Artificial Watermark	Paper: *Tear Resistant *Water Resistant *Chemical Resistant *Thermally Bonded high density polythene fibres *DuPont Tyvek 1085D paper * 110 GSM *Tensile Strength 66 to 72 lbs/inch *Opacity: 97 % *Tear Index: About 1.2 in both transverse and machine directions SIZE: A4 Printing: *Dynamic field to be printed in Laser Printing *Static field to be printed in multi-colour as per specification supplied by SCTE&VT, Odisha	Rs..... (Rupees.....)) Only

The rate is inclusive of all charges and taxes such as printing of static and dynamic field, packing, forwarding, freight, octroi, entry tax, insurance, local taxes, transportation, loading & unloading etc. There should not be any discrepancy between the figure and word. The rates should not be over written.

Signature of Tenderer
With Seal and Date

PERFORMANCE SECURITY GUARANTEE BOND FORM

1. In consideration of State Council for Technical Education and Vocational Training, Odisha (here in after called the SCTE&VT, Odisha) having agreed to exempt_____ (here in after called the said contractor(s) from the demand of security deposit/earnest money of Rs..... on production of Bank Guarantee for Rs.....

For the due fulfilment by the said contractors of the terms and conditions to be contained in an agreement in connection with the contract for supply of Certificates & Marksheets with Security Features. We (name of the Bank.....) on the request of Contractor's do hereby undertake to pay to SCTE&VT, Odisha all amount of not exceeding, against any loss or damage caused to or suffered or would be caused to or suffered by the SCTE&VT by reason of any breach by the said contractors of any of the terms and conditions contained in the said agreement.

2. We(name of the bank)..... do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the SCTE&VT, Odisha..... stating that the amount claimed is due by way of loss or damages caused to or would be caused to or suffered by the SCTE&VT, Odisha..... reason of breach by the said Contractors of any of the terms and conditions contained in the said agreement or by reason of the Contractors failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of the SCTE&VT, Odisha..... in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

3. We undertake to pay the SCTE&VT, Odisha, any money so demanded not withstanding any disputes raised by the Contractor(s)/Supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under the present being absolute and equivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the Contractor(s)/Supplier(s) shall have no claim against us for making such payment.

4. We (name of the bank)..... further agree that the guarantee herein contained shall remain in full force and effect immediately for a period of one year from date herein and further agrees to extend the same from time to time(One year after) so that it shall continue to be enforceable till all the dues of the SCTE&VT, Odisha..... under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till SCTE&VT, Odisha.....certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.

5. We(name of the bank) further agree with the Vice-Chairman, State Council shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary and of the terms

and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time to time any of the powers exercisable by the Vice-Chairman, State Council against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, and or any omission on the part of the Vice-Chairman, State Council or any indulgence by the Vice-Chairman, State Council to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s) / Supplier(s).

7. This guarantee shall be irrevocable and the obligations of the Bank herein shall not be conditional to any prior notice by SCTE&VT, Odisha.

Dated:.....

For
(Indicating the name of the bank)

N.B: This guarantee should be issued on non-judicial stamped paper, stamped in accordance with the stamp act.