



**E-TENDER**

**FOR PRINTING & SUPPLY OF WALL CALENDARS, TABLE CALENDARS, DIARIES  
& EXECUTIVE DIARIES FOR THE YEAR 2020**

***ELIGIBILITY CRITERIA AND APPLICATION FORM FOR PREQUALIFICATION***

**Tender Reference no. : SHCIL/ADMIN/DC/19/2019**

**e- mail Details: [diacal.queries@stockholding.com](mailto:diacal.queries@stockholding.com)**

**STOCK HOLDING CORPORATION OF INDIA LTD.  
Regd. Office: 301, Centre Point, Dr. Babasaheb Ambedkar Road,  
Parel, Mumbai 400 012.**

<b>Sr.No.</b>	<b>Description</b>	
<b>1</b>	<b>Tender no.</b>	SHCIL/ADMIN/DC/19/2019
<b>2</b>	<b>Subject</b>	Contract for printing and supply of wall calendars, table calendars, diaries, & executive diaries for the year 2020
<b>3</b>	<b>Last date and time for submission of technical bid / prequalification criteria</b>	31 <sup>st</sup> October,2019 upto 11.00 a.m.
<b>4</b>	<b>Department</b>	Administration
<b>5</b>	<b>E-mail Details</b>	diacal.queries@stockholding.com
<b>6</b>	<b>Eligibility criteria and application form for prequalification available on site</b>	www.stockholding.com

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**Annexure-A**



**Stock Holding Corporation Of India Ltd.**

**Regd Office :** 301, Centre Point, Dr. B.Ambedkar Road, Parel, Mumbai-400 012

**CIN :** U67190MH1986GOI040506

**e-TENDER NOTICE**

Stock Holding Corporation of India Limited invites application from reputed and experienced printers in the prescribed format for printing and supply of wall calendars, table calendars, diaries & executive diaries for the year 2020.

The eligibility criteria and application form for prequalification can be downloaded from our website: [www.stockholding.com](http://www.stockholding.com). Last date for online submission of forms is **31<sup>st</sup> October, 2019 upto 11.00 a.m.** The tender shall be finalized through Online Reverse Auction.

Further, Corrigendum / Addendum with regard to this advertisement, if any, shall be uploaded on our website [www.stockholding.com](http://www.stockholding.com).

SHCIL reserves the right to accept or reject any or all other applications without assigning any reason.

For queries e-mail id: [diacal.queries@stockholding.com](mailto:diacal.queries@stockholding.com)

**Annexure-B****ELIGIBILITY CRITERIA**

1. The bidder should be in printing business for more than 5 years as on 31<sup>st</sup> March'2019.
2. The bidder must own printing press which is located either at Mumbai / Navi Mumbai or Thane district.
3. The turnover of the bidder should be more than Rs.3 crores per year during each of the last 3 FYs i.e. 2016-17, 2017-2018 & 2018-2019.
4. Declaration on letterhead of the bidder that they have not been put in the negative list by any public sector bank/ govt. organisation, for breach of applicable laws or violation of regulatory prescription or breach of agreement.
5. The Bidder should submit documentary evidence in support of fulfilling eligibility criteria mentioned above including performance certificate from clients.
6. Bidder who fulfils the above mentioned eligibility criteria can be participated in the financial bid through E-auction. Tender documents will be issued to shortlisted vendors only.
7. The Corporation shall have absolute right to decide on the omission of one or more participating bidders on the basis of pre-qualifications at its sole discretion, without giving explanation to any of the participants or any other parties and also exclude them on the basis as decided by the Corporation to participate in the financial bid.
8. The Corporation does not bind itself to accept the lowest or any tender and also reserves the right to reject any tender without assigning any reason whatsoever.
9. The Corporation reserves the right to seek any clarification / additional documents, if required. Further, to extend the date of submission of application.
10. The Bidder should submit documentary evidence in support of fulfilling the eligibility criteria.
11. The Bidder must have the Digital Certificate for submission and for authentication of Technical and Financial Bids.
12. The Bidder or its holding company or its subsidiary company or its associate, should not be in competing business of StockHolding and its subsidiaries.

**PROCEDURE FOR SUBMISSION OF APPLICATION FOR PREQUALIFICATION**

1. Technical and other non-commercial queries (not impacting price) can be routed to the e-mail id indicated in the e-tender document.
2. Online application submission related queries could be addressed to M/s. e-Procurement Technologies Ltd. personnel indicated in the document.
3. M/s. e-Procurement Technologies Ltd. responsibility is limited to technical assistance of bid event. Finalisation of bidding process and selection of Bidder would be directly between Bidders and StockHolding.
4. Application once made cannot be withdrawn / modified / change under any circumstances.
5. The application submitted by telegram/Fax/Email shall not be considered and is liable to be rejected. No correspondence will be entertained in this matter.
6. No other documents or new terms and conditions are to be uploaded in Technical Bid.
7. The Bidder is requested to submit its application prior to last date and time of submission to avoid any inability due to telephone line glitch, internet response issues, software or hardware hands will not be the responsibility of M/s. e-Procurement Technologies Ltd or of StockHolding. However, M/s. e-Procurement Technologies Ltd. shall make every effort to ensure availability of technology resources to enable submission of application.
8. StockHolding's interpretation regarding errors in particulars or typographical or clerical errors shall be final and binding on the Bidder.
9. StockHolding reserves the right to waive any minor deviation or omission.
10. StockHolding reserves the right to accept or reject any or all other applications without assigning any reason.
11. StockHolding also reserves the right to re-issue / recommence the entire process without the Bidder having the right to object.
12. Any decision of StockHolding in this regard shall be final, conclusive and binding on the Bidder.
13. Any time prior to the last date for receipt of forms, StockHolding reserves the right, for any reason, to modify the terms and conditions by issuing an addendum/corrigendum. Any such amendment issued along with the original document will constitute revised document and the same will be uploaded on the website <https://StockHolding.auctiontiger.net> and [www.stockholding.com](http://www.stockholding.com) and the Bidder is advised to visit the website frequently to check for any amendments.
14. All uploaded documents copies needs to be attested.
15. StockHolding will consider only such applications that satisfy the eligibility criteria.
16. The Bidder need to have Minimum Requirement for submission of tender:
  - Computer / Laptop with internet connection
  - Operating system – Window XP Service Pack -3/VISTA/WINDOWS 7
  - Digital Certificate – Class II or III, Signing + Encryption and it should be organizational certificate
17. The Bidder who already have a valid and supported Digital Certificate do not need to procure a new Digital Certificate.

**Procedure for online submission of Technical Bid :-**

The Bidder shall submit that Technical Bid through online on website <https://stockholding.auctiontiger.net>. For any issues / clarifications, the Bidder may contact

***Jaymeet Rathod & Sujith | Implement & Support  
E-Procurement Technologies Limited  
Email : jaymeet.rathod@eptl.in /sujith@eptl.in  
Phone: +91798136829 | 40 | 57 | 35 | 63 | 31 | 53 | 43 | 52 | 20 |  
9081000427 | 9904407997***

- a) The Technical Bids once made, cannot be cancelled and the Bidder shall be bound by the same.
- b) The bidders are required to upload all the documents in Portable Document Format (.pdf).
- c) Upon the successful and timely submission of bids, the portal will give a successful bid submission message which will be displayed with date and time.

**Annexure-D**

**APPLICATION FORM FOR PREQUALIFICATION**

<b>Sr.No.</b>	<b>Particulars</b>	<b>Required Details</b>
1	<b>Name of the Firm/company</b>	To be filled
2	<b>Name of the Proprietor/Partners/Directors</b>	To be filled
3	<b>Certificate of Registration No./Date of Registration</b>	Upload
4	<b>Permanent Address</b>	To be filled
5	<b>Telephone / mobile no.with e-mail id</b>	To be filled
6	<b>Experience in Services (in years)</b>	To be filled
7	<b>Copy of Latest Annual E-return</b>	Upload
8	<b>Proof of annual financial turnover certified by Chartered Accountant during last three years (i.e. 2016-17, 2017-18 &amp; 2018-19)</b>	Upload
9	<b>PAN</b>	Upload
10	<b>GST Regn. no.</b>	Upload
11	<b>Indicate, if involved in any arbitration at present or in the past and mention present status.</b>	Yes/No
12	<b>Any civil or criminal suit(s) arisen in the contract of works executed during last 3 years if yes, please give brief description.</b>	Yes/No
13	<b>Bank Name &amp; address (copy of cancelled cheque)</b>	Upload
14	<b>Declaration on letterhead of the bidder that they have not been put in the negative list by any public sector bank/ govt. organisation, for breach of applicable laws or violation of regulatory prescription or breach of agreement.</b>	Upload

**15. Details of 5 similar contract received from Banks / Govt. Entity / PSU, etc.**

<b>Sr.No.</b>	<b>Nature of the work executed with</b>	<b>Name and contact details of contact person (for reference)</b>	<b>Value of the contract</b>	<b>Period of contract</b>	<b>Upload experience certificates</b>
1					
2					
3					
4					
5					

**16. Declaration.**

I/We hereby declare that the information furnished above is true and correct. I/We am/are aware that incorrectness of the aforesaid information shall result in immediate termination of the contract and StockHolding shall be entitled to recover the necessary costs and damages. I/We confirm that we comply with the pre-qualification eligibility criteria.



**Annexure - E**
**EVALUATION OF TECHNICAL BID**

1. The Technical Bid will have 100 marks.
2. The Bidder who scores minimum 55 marks shall qualify for participating in the Financial bid (Online Reverse Auction).
3. The Technical Bid shall be evaluated as per the score card hereunder.
4. The applications will be evaluated by the internal committee appointed by StockHolding and their decision is final and binding.

<b>Sr.No.</b>	<b>Particulars</b>			
1	The Firm should be a reputed company/ firm having existence in India and should have experience for atleast 5 years.			
	5- 6 years	Above 6-7 years	Above 7-9 years	More than 9 years
	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
2	Existing clients			
	2-9 Comp	10 -14 Comp	15 - 19 Comp	More than 20 Comp
	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
3	Value of orders executed during last financial year			
	3 - 4 Cr	Above 4-5Cr	Above 5-6 Cr	More than 6Cr
	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
4	The firm should have the registrations GST, PAN, Copy of registration certificate, etc.			
	<b>7</b>			
5	The firm should have annual turnover of not less than Rs. 3 crore p.a. in the last 3 years			
	<b>7</b>			
6	<b>Certificate from Chartered Accountant</b>			
	<b>11</b>			