



Karnataka Neeravari Nigam Limited
(Government of Karnataka Undertaking)
Regd office: 4th Floor, Coffee Board Building.No 1 Dr Ambedkar Veedhi,
BANGALORE – 560001
Ph No: 080-22283074-78, Fax: 22386015 E-mail: Knnl@knnlindia.com

TENDER BID DOCUMENT



**KARNATAKA NEERAVARI NIGAM LIMITED
BANGALORE**

**BID DOCUMENT FOR PRINTING JOB OF BOOKS OF ACCOUNTS OF
KNNL FOR THE PERIOD FROM FY 2005-06 TO FY 2008-09**



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KARNATAKA NEERAVARI NIGAM LIMITED

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Regd. Office: 4th Floor, Coffee Board Building,
No.1, Dr.B.R.Ambedkar Veedhi, Bangalore – 560 001.
Ph: 080-22283074-78 Fax: 080-22386015
E-mail: knnl@knnlindia.com

Ref: No: KNN(R)/88/AST/2007

Date: 26.05.10

PRINTING OF LEDGERS, JOURNALS, BANK BOOK

We are a Public Enterprise responsible for implementation of Major Irrigation Projects in the State of Karnataka. The Accounts are maintained in Tally package. The Company invites tenders for printing of ledgers, Bank book, Cash Book, Journals including conversion of tally to text format.

In this context sealed bids are invited from VAT registered Printing Company / Firms / Proprietorship / agency who have experience in conversion of tally data to text format and printing the ledgers and other books of Account. The Firms / Proprietorship / agency may down load tender document from our website www.knnlindia.com from 26th May, 2010 to 31st May, 2010. The duly completed tenders in the prescribed format should be submitted to the undersigned on or before 5th June, 2010 before 5 p.m in sealed covers super scribing "Financial Bid for the job order of Printing of books of Accounts" thereon. The tenders will be opened on 10th June, 2010 at 11.30 A.M at the Board Room in the Registered Office KNNL at the above mentioned address.

Sd/-

General Manager - Finance



I. INTRODUCTION:

1. The KNNL was incorporated in December 1998 under the Companies Act, 1956 as wholly owned undertaking of the Government of Karnataka with a view to expedite the ongoing irrigation projects in the Krishna basin.
2. The accounts are maintained in the tally base. We intend to appoint a printing firm / company / proprietorship agency for printing the ledgers, bank books, journals and other books of accounts for the period from FY 2005-06 to 2008-09.
3. The scope of printing job is to convert the tally data into text format and printing and supply including binding. The printing shall be in 80 Column continuous stationery single sides. The printing shall be done on heavy printer load laser / dot matrix. The binding shall be in plastic folders.
4. The approximate No. of pages to be printed as follows:

2005-06	1,07,878 pages
2006-07	1,26,530 pages
2007-08	1,22,881 pages
2008-09	1,30,000 pages

II. PROCEDURE:

- i) The application in the prescribed format shall be submitted in a sealed cover super scribing "Financial Bid for job order for printing of books of accounts of KNNL" thereon and dropped into the box kept for this purpose at the Registered office.
- ii) The documents evidencing the criteria prescribed for evaluation of Technical bid shall have to be enclosed. Any ambiguity in the information furnished will entail non consideration such information.
- iii) Conditional bids are liable to be rejected.
- iv) The KNNL reserves the right to accept or reject any or all the bids at its sole discretion without assigning any reason.



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v) In matters of dispute, the decision of the Managing Director shall be final and binding on both the parties.

vi) The Company at its sole discretion can reject a tender for freak charges.

vii) At the first instance, the printing job will be entrusted for one year viz. 2005-06. However if the performance is found to be satisfactory, the company reserves the right to continue assigning for further three more years.

III. SCHEDULE OF EVENTS:

- i) The Printing firms / agency / companies / proprietorship may download Tender document from our web site: www.knnlindia.com obtain the application forms from 26.05.10 to 31.05.10.
- ii) The application forms should be dropped into the box kept for this purpose at the reception counter of the Registered office during office hours on or before 17:00 hrs on 05.06.10.
- iii) The financial bid of the printing firms / agency / proprietorship / companies would be opened on 10.06.10 at 11:30 A.M..

IV. Other Relevant Information:

SI No	PARTICULARS	
1	Name and Address of the Procuring Entity	KARNATAKA NEERAVARI NIGAM LIMITED. 4 TH Floor, Coffee Board Building, No. 1 Dr B R Ambedkar Veedhi, BANGALORE – 560001 Phone : 080 – 22283074- 78 Fax No : 080 - 22386015
2	Designation and Address of the Tender Inviting Authority	General Manager - Finance, KARNATAKA NEERAVARI NIGAM LIMITED. 4 TH Floor, Coffee Board Building, No. 1 Dr B R Ambedkar Veedhi, BANGALORE – 560001 Phone : 080 – 22283074- 78 Fax No : 080 - 22386015
3	EMD	Rs. 25,000/-
4	Security Deposit	NIL
5	Place of Opening	At the Board Room, Regd Office, as stated above



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V. Eligibility Criteria:

- i. The Printing firm / Company / Proprietorship / agency should have been registered under VAT.
- ii. Should have experience in conversion of tally data to text format and printing of the same.
- iv. The Firm should have minimum turnover / gross receipts of Rs. 20 lakhs during FY 2008-09 as per IT return.

VI. TERMS & CONDITIONS:

1. The Printing firms / Proprietorship / Company are required to quote exclusive of all taxes and levies, as applicable.
2. The payment will be made after delivery of printed ledgers, bank book, cash book, journals reporting schedule mentioned in the scope of work.
3. The delivery shall be within 15 days from date of job order.
4. The company reserves the right to cancel the allotted work for unsatisfactory performance.
5. A declaration has to be given by the firm along with Cover, at the time of submission of the completed tender. (Specimen enclosed)



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**The following Declaration has to be given by the Printing firm /
Company / agency / proprietorship along with Cover, at the
time of submission of the completed tender.**

NAME OF THE ASSIGNMENT: Carrying out Printing job of books of accounts of
KNNL.....
..... for the year 2005-06 to 2008-09.

Declaration

- 1. My / Our quotation is in total conformity with the Tender stipulation and I / we do not have any additional conditions.**
- 2. I / We accept all your terms and conditions.**

Signature with Seal



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VII. Details of the Agency / Firm / Company / Proprietorship firm

SL NO	PARTICULARS	INFORMATION
1	Assignment Year Tender Inviting Authority	Printing of books of account 2005-06 to 2008-09 The General Manager - Finance, Karnataka Neeravari Nigam Limited
2	FIRM INFORMATION	
2.1	Name and Address of the printing firm / agency / Company / Proprietorship firm	
		Phone: Fax:
		E-Mail:
2.2	Year of Establishment	
2.3	PAN No. (enclose PAN copy)	
2.4	Service Tax No. (if applicable to pay service tax)	
2.5	VAT No.	
2.6	Gross receipts of the firm during 2008-09 as per IT returns (enclose documentary evidence)	
2.8	No. of years of experience in conversion of tally data and printing of books of account (enclose documentary evidence)	
3	GENERAL	
	Any other additional Information in support of the said assignment.	

Note: Information not supported by relevant documents will not be considered.



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VIII. FINANCIAL BID:

Printing per page Rs. _____ {including binding, labour charges, stationery (80 Col continuous stationery single side), conversion charges from tally version to text format, printing (Heavy printer load laser / dot matrix) and supply}

NAME AND SEAL AND SIGNATURE

**NAME AND SEAL AND SIGNATURE
OF THE TENDER OPENING AUTHORITY**