



## **TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES CORPORATION**

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### **APPLICATION FORM FOR ENLISTMENT OF NEW PRINTERS FOR PRINTING AND DELIVERY OF TEXTBOOKS, CARDS AND ALLIED WORKS ON RATE CONTRACT APPROVED FOR THE PERIOD OF 2023-2026**

**Reference: Board Resolution No.234 date: 26-10-2023**

1.	ADVERTISED ON	:	17/ 11 / 2023
2.	LAST DATE & TIME FOR SUBMISSION OF APPLICATION FOR ENLISTMENT	:	01.12.2023 upto 5.00 pm

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## **1. SCOPE OF WORK**

### **Printing and Delivery of Textbooks, Cards and its Allied Works**

The objective of the Tamil Nadu Textbook and Educational Services Corporation, (herein after referred as "The Corporation") is to print quality Textbooks in Tamil and English medium and Minority languages for all classes from I Std to XII Std and supply to School Children studying in Government / Government aided / Private schools for every year. In this regard, textbooks for classes from I to VII are being printed under Trimester system and for classes VIII to XII printed annually. Similarly cards are also being printed by the Corporation based on the request by the user departments like Samagra Shiksha, ICDS, etc. The above printing of Text books, Cards and its allied works are being carried out under rate contract basis in accordance with the procedures laid down in the Tamil Nadu Transparency in Tenders Act, 1998 and the Tamil Nadu Transparency in Tenders Rules, 2000 for which necessary paper will be supplied by the Corporation.

The Corporation has been printing 10 Crore No's, of books tentatively per annum for all classes by entering into Rate Contract as per specifications laid down in the Printer Documents and the approved rates for printing of Textbooks including wrapper printing, binding etc. for the period of three years from 2023-2026 which are furnished in the Annexure XVII.

The Corporation has proposed to enlist the eligible printers who accepts the approved rates for Printing and Delivery of Textbooks, Cards and its Allied Works on rate contract for a period of three years from 2023- 2026 in accordance with the procedure laid down in The Tamil Nadu Transparency in Tenders Act, 1998 and the Tamil Nadu Transparency in Tenders Rules, 2000.

The successful Printers shall be enlisted as part of the rate contract and shall print the Textbooks, Cards and delivery them to the delivery points as directed by the Corporation.

The successful Printers shall work closely with the Corporation in achieving the scheduled targets.

## **2. SPECIAL INSTRUCTIONS FOR SUBMISSION OF APPLICATION**

- 1) All pages of the application form should be signed by authorized signatory whose name should be communicated to the Corporation with office seal without any omission.
- 2) Any document / credential submitted without signature of authorized persons will not be considered for evaluation.
- 3) Printer should produce the originals for the performance / client certificate for verification whenever required with the copies of those certificates enclosed along with the application.

The downloaded documents shall be properly page numbered and spiral bounded and submitted along with necessary documents.

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**3. NOTICE FOR ENLISTMENT OF NEW PRINTERS**

RC.No.4858/PS2/2022

The Tamil nadu Textbook and Educational Services Corporation is printing quality of textbooks for the standard I to XII, in Tamil & English medium and minority languages. For the printing of textbooks and cards, the fixed rates for the Printing and Delivery of Textbooks, Cards and its allied works for 2023-2026 (3 years) has been notified. Since Printing Textbooks, other books for School Education, Higher Education throughout the year, additional printers needed to existing empanelled printers through Tender notified for 2023-2026.

The rates fixed for Printing and Delivery of Textbooks, Cards and Allied Works and the conditions for undertaking the printing are elucidated in the application form.

The Printers, who are willing to participate in the enlistment can download the document from the website [www.textbookcorp.tn.gov.in](http://www.textbookcorp.tn.gov.in) at free of cost and the same can had in the above address on payment of Rs.11,800/- (Inclusive of GST) through Demand Draft. The document should be submitted as per the terms and conditions of the original tender document Rc.No.4858/PS2/2022, on or before 15 days from the date of publication of advertisement.

The Corporation shall not be responsible for any postal delay and non submission of applications within the stipulated period.

#### 4. INSTRUCTIONS TO THE PRINTERS

The Printers are requested to go through the instructions, terms, conditions and specifications given in the Printer Document carefully. Omissions or failure to furnish any or all the required information in the Printer Document shall result in rejection of their application.

#### 5. QUALIFICATION CRITERIA

QUALIFICATION CRITERIA			
Clause	Qualification Criteria		Supporting Documents / Remarks
5.1	<p><b>Legal entity:</b></p> <p>The Printer shall be a registered legal entity in India.</p>		<p>In case of Private / Public Limited Companies,</p> <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies.</li> <li>• Copy of Memorandum and Articles of Association.</li> </ul> <p>In case of Partnership Firm,</p> <ul style="list-style-type: none"> <li>• Copy of LLP Registration/ Registered Partnership deed</li> </ul> <p>In case of Proprietorship,</p> <ul style="list-style-type: none"> <li>• Copy of GST Registration certificate.</li> </ul>
5.2	<p><b>Experience in Printing:</b></p> <p>The Printer shall be in the business of printing books for the last three years as on 31.12.2022.</p>	<p>(i)</p> <p>(ii)</p> <p>(iii)</p>	<p>Copy of GST Registration certificate.</p> <p>GST Annual return copies for the last 3 financial years i.e., 2019-20,2020-21 and 2021-22. If annual GST return has not been filed, GSTR1/GSTR4 in support of GST sales shall be furnished.</p> <p>Details of works completed in the last 3 calendar years 2020, 2021 and 2022 as per Annexure-VI along with copies of tax invoices.</p>

5.3	<p><b>Valid Declaration Certificate:</b></p> <p>The Printer shall possess valid declaration under Press and Registration of Books Act, 1867</p>		<p>Copy of valid declaration under Press and Registration of Books Act, 1867 issued by the competent authority shall be furnished.</p>
5.4	<p><b>Printing Capacity:</b></p> <p>The Printer shall have printing capacity as below:</p> <p>a) For <b>Sheet-fed offset</b> –Minimum 100 Reams per day (Front and Back)</p> <p>b) For <b>web-offset</b>– Minimum 200 Reams per day (Front and Back)</p>	<p>(i)</p> <p>(ii)</p>	<p>Printer’s Certificate for printing machinery and allied infrastructure and printing capacity at Printer’s printing unit(s) as per <b>Annexure – V</b> shall be furnished.</p> <p>Declaration that the ownership of printing and binding machinery is of the Printer and that no machinery is under long term/ short term lease or MoU.</p>
5.5	<p><b>Storage Space:</b></p> <p>The Printer should have a minimum storage space/ godown of 1,000 sq.ft. For each mode of printing (Sheet-fed Offset / Web offset) for stocking the materials like Paper, Board, etc. either owned or rented.</p>		<p>Copies of supporting documents on ownership (Property Tax Receipt) or rented space (lease agreement) shall be furnished.</p>
5.6	<p><b>Annual Income Tax Returns:</b></p> <p>The Printer should have filed Income Tax Returns for the past 3 (three) consecutive financial years i.e., 2019-20, 2020-21 and 2021-22.</p>	<p>(i)</p> <p>(ii)</p> <p>(iii)</p>	<p>Annual turnover duly certified by Chartered Accountant with UDIN as per <b>Annexure - VII</b>.</p> <p>The Annual Report with all schedules and Form 3CD / certified copies of Balance Sheet, Profit &amp; Loss statement for the last 3 (three) consecutive financial years.</p> <p>Income Tax Returns and Tax Audit Form 3CD for the last 3 (three) consecutive financial years.</p>

5.7	<p><b>Net worth</b></p> <p>The Printer should have positive net worth as on March 31, 2022.</p>		<p>The Net Worth Certificate duly certified by Chartered Accountant with UDIN as per <b>Annexure - VIII.</b></p>
5.8	<p><b>Not blacklisted in last 5 years</b></p> <p>The Printer should not have been blacklisted by the Corporation or Central / State Government departments / Quasigovernment organizations / Local government bodies / PSU during the last 5 years as on the date of application. Even if the blacklisting was revoked, the Printer is not eligible to participate in the enlistment.</p>	<p>(i)</p> <p>(ii)</p>	<p>The declaration form as per <b>Annexure – IX</b> shall be furnished.</p> <p>Termination / full or partial Cancellation / forfeiture of EMD and/or Security Deposit / non- execution of contract agreement, pertaining to any tender of the Corporation in the last 5 years as on date of application, will entail disqualification.</p>
5.9	<p><b>Non-adverse performance</b></p> <p>There should not have been any adverse performance by the Printer in any contract to the Corporation in the last 3 financial years i.e., in 2019-20, 2020-21 and 2021-22 in terms of the following:</p> <ul style="list-style-type: none"> <li>i. Non-execution of Agreement</li> <li>ii. Forfeiture of Security deposit</li> <li>iii. Non-supply of ordered quantity either partially or fully.</li> <li>iv. Termination of contract.</li> </ul>		<p>The declaration form as per <b>Annexure - X</b> shall be furnished.</p>



## 6. Language of the Application

The application submitted by the Printer as well as all correspondence and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be furnished. **Documents without such translation copy will not be considered**

## 7. Non-transferability

The Application form sold to a printer is not transferable. It shall not be used by others and if used by others it will be rejected.

## 8. Downloading of Application form

8.1 The Application form can be downloaded from the websites <https://www.textbookcorp.tn.gov.in> on A4 size paper. The downloaded application/physical form of application should be submitted in the form of a booklet. Submission of Application form in any other form will be rejected.

8.2 The Printer shall download Application form in original without any change / addition / deletion and correction. If any change / addition / deletion is detected at any stage the S.D remitted by the Printer will be forfeited without any intimation and the Printer will also be blacklisted from participating in the subsequent tenders. Besides such Printers are liable to be prosecuted.

## 9. Cost & Submission of Application

The Printer shall bear all costs involved in the preparation and submission of application and the Corporation shall in no case be responsible or liable for the costs of the application incurred by the Printer, irrespective of the outcome of the application.

## 10. Submission of Application

The Printer shall submit the filled in application in a sealed cover and it shall be super scribed thereon "Application for Enlistment of Printers for Printing and delivery of Textbooks, Cards and its allied works on Rate Contract basis for Three years" and the Name and Address of the Printer shall be written on that envelope and it shall be sealed. The sealed envelope addressed to the Managing Director of the Corporation shall be put in the box kept in the office of the Corporation within the scheduled time and date of submission of the Application. It may also be sent by Post so as to reach the office of the Corporation within the stipulated time and date of submission of the Application. The Corporation shall not be responsible for any postal delay or delay due to any other means of communication. If the last date scheduled for submission of the application happens to be a Government holiday for any reason, the sealed application may be submitted on the next working day before the appointed time. Applications once submitted should not be modified or withdraw on any account.

## 11. Extension of due date for submission

At its discretion, the Corporation may receive the applications from the Printers even after the due date based on the requirement of printers and the period of extension if required will be hosted in the web site of the Corporation. No separate advertisement will be issued in this regard.

## 12. Signing of Application

- a) The Application shall be typed or written legibly in indelible ink and shall be signed by the Applicant or a person(s) duly authorized by the Printer to the contract. All pages of the application form including the approved rates attached for enlistment of printers shall be signed by the Printer or person(s) authorized to sign the application with the seal.
- b) Any alterations, corrections or overwriting in the Application shall be treated valid only if they are authenticated by full signature of the person/persons authorized to sign the enlistment application.

### **13. Period of validity of Rate**

- a) The approved rates for printing of text books, cards and its allied works attached in the application shall be valid for a period of three years 2023-2026. No price variation is allowed during the contract period.
- b) The approved rates are inclusive of the toll fees, loading and unloading charges etc. The Printers will be benefited by way of sale proceeds of paper jellies, gunnies and printed paper wastage. No price variation is allowed during the contract period of three years.

### **14. OPENING AND EVALUATION OF THE APPLICATION**

- 14.1 Applications in unsealed cover or applications which are not signed in each page or in incomplete shape or through facsimile (Fax) or by electronic mail or through any other manner which is not in accordance with the instructions specified in the Application will not be accepted.
- 14.2 The application will be evaluated by the Committee of the Corporation in terms of the qualification criteria. The Committee reserves the right to disqualify any Application, in case the Committee is not satisfied with the documents furnished, including the past performances.
- 14.3 Printers will be deemed to have understood and agreed that no explanation or justification on any aspect of the Application Process or selection will be given.
- 14.4 Any information contained in the application shall not in any way be construed as binding on the Corporation, its agents, successors or assigns, but shall be binding against the Printer if the printer is subsequently awarded on the basis of such information.
- 14.5 If any information furnished by the application is found to be incomplete, or contained in formats other than those specified herein, the Corporation may, in its sole discretion, exclude the relevant details for qualifying in eligibility criteria.

- 14.6 In the event that the claim of the Printer towards eligibility criteria submitted is determined by the Corporation as incorrect or erroneous, the Corporation shall reject such claim and exclude the same for qualifying in eligibility criteria. Where any information is found to be blatantly false or amounting to a material misrepresentation, the Corporation reserves the right to reject the application.
- 14.7 Any adverse/non satisfactory remarks on the performance of previous supplies made to the Corporation or to any other clients will entail disqualification of the Application without notice.
- 14.8 The premises and machinery of the Printers who comply with the eligibility criteria as specified in Clause 5.4 will be inspected for adherence to norms. Inspection will be carried out by Corporation to check the compliance to the eligibility criteria as specified in 5.4 and to assess their actual printing capacity with reference to the details furnished by the Printers in Annexures IV & V, the availability of the plant, machinery and manpower, the infrastructure facility including storage space / godown available for stacking the materials supplied by the Corporation for printing, binding, printed books and Cards. Further, the original Certificates of Registration and Incorporation of the Company and the originals of all the relevant documents which the Technically Qualified Printers furnished along with the Application shall also be verified. The eligible printers alone will be considered for enlistment.
- 14.9 All eligible printers who accept the approved rate for printing of text books, cards and its allied works attached in the application shall be enlisted by the Corporation for delivery of services.
- 14.10 The total number of Textbooks and Cards to be printed may be apportioned among the enlisted printers based on their printing capacity.
- 14.11 The decision of the Tamil Nadu Textbook and Educational Services Corporation shall be final in this regard.

## **15. Approval for the enlistment of Printers:**

The enlistment of printers shall be approved by the Board.

## **16. Right to Accept / Reject any or all Applications:**

- a) The Corporation reserves the right to accept or reject any or all of the applications without assigning any reasons thereof and without thereby incurring any liability to the Printer.
- b) After acceptance of the application by the Tamil Nadu Textbook and Educational Services Corporation, the printer shall have no right to withdraw his application or claim higher rates.
- c) Under Rate Contract basis, Tamil Nadu Textbook and Educational Services Corporation has a right to issue Print Orders to more than one printer who has agreed to the approved rates for printing of text books, cards and its allied works attached in the application. The decision of the Tamil Nadu Textbook and Educational Services Corporation in this regard is final.

## **17. Award of Contract**

The eligible printers will be enlisted for Printing and Delivery of Textbooks, Card and its allied works and communication will be sent to them by post as well as through mail. The Tamil nadu Textbook and Educational Services Corporation is not responsible for any postal delay. Work orders will be awarded to eligible printers by following procedures laid down in Tamil Nadu Transparency in Tender Rules 2000.

## **18. Security Deposit**

- 18.1 The Enlisted Printer(s) shall be required to remit a Security Deposit (SD) for a value specified in Clause 18.2 in the form of Demand draft / Banker's cheque drawn on a Scheduled Commercial Bank in favour of the "Tamil Nadu Textbook and Educational Services Corporation, Chennai" or by an Irrevocable Bank Guarantee with a validity period of 42 months from any Scheduled Commercial Bank, within 10 (Ten) working days from the date of issue of the communication from the Corporation informing their selection as a Printer under Rate Contract.

18.2 The work wise details of Security Deposit to be remitted are as follows:

a) For Sheet-fed (Multi Colour)	: Rs. 5,40,000/-
b) For Sheet-fed (Single Colour)	: Rs. 95,000/-
c) For Web-offset (Multi Colour)	: Rs. 7,60,000/-
d) For Web-offset (Single Colour)	: Rs. 1,35,000/-
e) For Both Sheet-fed and Web-offset (Multi Colour)	: Rs.13,00,000/-
f) For Both Sheet-fed and Web-offset (Single Colour)	: Rs. 2,30,000/-

18.3 The SD shall be released to the Printer after a period of 6 months from the performance of the Contract in full without any deficiency or default, on settlement of all print order bills awarded during the contract period and to the entire satisfaction of the Corporation. The release of the SD is subject to the forfeiture clauses in this Document.

18.4 Any other amount pending with Corporation will not be adjusted under any circumstances, against the Security Deposit, if so requested.

18.5 The Security Deposit so held by the Corporation, shall not earn any interest till it is returned to the successful Printer(s).

18.6 In case of non-fulfillment of the contract and/or failure to print and supply the ordered quantity in full or part within the delivery period as per the terms and conditions stipulated in the Print Order/Work Order, the Security Deposit will be forfeited.

## 19. AGREEMENT

19.1 The Enlisted Printers who accept the approved rates (as in Annexure XVII) shall execute an Agreement in person in the presence of witness in the prescribed format on an Rs.100/- non-judicial stamp paper within five days from the date of submission of SD, Bank Guarantee and Insurance Policy. The Printer shall not authorize any other representative to execute the agreement, except in the case of Public Limited/Private Limited Company, where authorized representative is permitted. The Agreement shall be part and parcel of the Contract and binding on the Corporation and the Printer.

- 19.2 The Printer shall not assign or make over the Contract, the benefit or burden thereof to any other person or Body Corporate for the execution of the Contract or any part thereof.
- 19.3 The enclosures to the Printer Document, viz. the detailed final offer of the successful Printer will form part of this contract agreement. Wherever the offer conditions furnished by the Printer are at variance with conditions of this Contract, the latter shall prevail over the offer conditions furnished by the Printer.
- 19.4 The Tender conditions and other prescribed documents accompanying the Application forms will form an integral part of the contract agreement.
- 19.5 In the event of any change in entity/registration/Bank account details/Address/ etc., the same should be informed to the Corporation well in advance with valid supporting documents. Supplementary agreements, wherever the Corporation feels necessary, as per rules in force, shall be executed.

## **20. ISSUE OF PRINT ORDER**

- 20.1 After furnishing the Security Deposit / Bank Guarantee and Insurance Policy for the free supply of materials and execution of the agreement, Print Order/Work Order shall be issued indicating the print order quantity, points of delivery, schedule of supply, etc. The successful Printer should supply ordered items as per the schedule given in Print Order.
- 20.2. Award of Print Order/Work Order
- a) The quantum of work that will be awarded to the empanelled will be based on an assessment of the printing capacity of the Printers by the Corporation. In this respect, the decision of the Managing Director of the Corporation shall be final.
  - b) The Corporation reserves the right to place additional orders to the Printer, if need arises, on the same terms and conditions.
  - c) During the currency of the application any additional facility acquired by the printer related to the printing process shall be considered subject to the verification of the machineries and other related documents. The settled rate will be applicable in case if the print order is issued for printing with the additional mode of printing. The decision of the Managing Director of the TNTB&ESC shall be final.

## 21. POINTS OF DELIVERY

The textbooks are to be delivered to 114 Delivery Points / 22 ROs / other locations in Tamil Nadu delivery points as indicated in the Print Order. The Corporation reserves its right to allot any delivery point in Tamil Nadu for operational convenience. The successful Printer will not have any right to ask for change of delivery points.

## 22. EXTENSION OF VALIDITY PERIOD OF CONTRACT

The approved rates shall be valid for a period of three years from the date of execution of the agreement. However, the Managing Director of the Corporation may extend the period of contract for a further period of one year on the same terms and conditions mutually accepted by the Corporation and the successful Printer.

## 23. BINDING FACILITIES

Printer should ensure that binding of Textbooks/cards is done at their own premises with space for Binding Machineries and storage facility of printed Books.

## 24. MODE OF SUPPLY OF MATERIALS

24.1 The paper and board for printing of Textbooks will be supplied by the Corporation through Tamilnadu Newsprint and Papers Ltd. (TNPL).

24.2 TNPL is the major supplier of paper and board for the Corporation. The supply of paper by TNPL is subject to the following conditions.

- a) The cost of the paper and board to be supplied to the printer will be borne by Corporation.
- b) The cost towards transportation of paper from TNPL to the printer within the State of Tamil Nadu will be borne by Corporation.
- c) The unloading of paper will be done by TNPL. Stacking and safeguarding the paper will be the responsibility of the Printer.
- d) For the printers located outside the State of Tamil Nadu the paper will be delivered by TNPL. The cost of transport in such a case will be borne by Corporation and the Printer as indicated in Annexure-XII.
- e) The rates will be subject to revision when TNPL revises their rates for transport.



The Printer shall take delivery of the boards from the Regional Godowns at Chennai or Sivakasi. The transport charges for taking delivery of board shall be borne by the Printer.

## 25. METHOD OF PRINTING AND PERMISSIBLE WASTAGE

- 25.1 The empanelled Printers shall print only with CD supplied by the Corporation.
- 25.2 The empanelled Printer shall furnish proof for approval of the matter sent from time to time for carrying out the corrections therein, whenever necessary. Digital proof should be submitted, before Machine proof. Final copies shall be printed only after the final proof (machine proof) is approved by the Corporation and strike order is given by the Corporation. No extra charges shall be paid for digital proof and carrying out the author's corrections.
- 25.3 The empanelled Printer shall not on any account print more than the specifically ordered quantity by the Corporation. The marginal number of copies, if any, printed in excess shall be delivered to Corporation at free of cost.
- 25.4 The Printer will be supplied with necessary quantity of **printing paper and board** for the work awarded to them on the basis of requirements. The Printer shall duly and properly account for the printing paper and board supplied to him. In respect of other materials, the Printer shall procure at his own expenses. For calculating the paper requirements, the following **percentage of wastage** will be allowed:

### I. For 5000 copies or less

- a) In respect of print orders for Text by Sheet-Fed Printing Machines, up to **one Percent** per colour per side.
- b) In the case of Web-offset Printing Machines, up to **three percent** for single colour for both sides and up to **one percent** for each subsequent colour for both sides in all, on the net weight of paper reels.

### II. For above 5,000 but less than 20,000 copies

- a) For Text printing by sheet-fed printing machines up to **half percent** per colour per side in respect of paper.
- b) For Text Printing by Web-Offset Printing Machines, up to **two percent** for single/first colour in all for both sides and up to **one percent** for each subsequent colour for both sides in all, on the net weight of paper reels.

**III. For 20,000 and above copies**

- a) For Text printing by sheet-fed printing machines up to **half percent** per colour per side in respect of paper.
- b) For Text Printing by Web-Offset Printing Machines, up to **two percent** for single/first colour in all for both sides and up to **three percent** for four colours on both sides in all, on the net weight of paper reels.

25.5 For wrapper printing, up to one percent per colour, which includes half percent wastage of the total for binding operations.

25.6 The empanelled Printer will be supplied Boards of required quantity for printing of cards in installments or otherwise at the discretion of the Corporation on the basis of Print Order requirements. The Printer should take delivery of Boards directly from the Godowns either at Chennai or Sivakasi at his own expense. The Printer shall duly and properly account for the boards supplied to him.

25.7 For calculating the board requirements, the following **percentages of wastage** will be allowed:

- (a) For Board printing, **one percent** per colour per side.

25.8 No printing charges will be paid on the wastage allowed, inclusive of 5 specimen copies to be supplied with the printing bill.

25.9 In case of orders below 1000 copies, the printing rate for 1000 copies will be allowed.

## 26. SCHEDULE OF SUPPLY

- 26.1 The textbooks/cards shall be bundled as per the instructions of the Corporation before delivering to the authorized representatives of the Corporation in the premises of the Corporation's Godowns or at the places of 114 Delivery Points / 22 R.Os/ other locations within Tamil Nadu State as directed by the Corporation.
- 26.2 The Printer shall make satisfactory arrangements at his own risk and cost for the proper delivery of the bundles to the authorized representative of the Corporation as per the Corporation's directions.
- 26.3 The Transport cost for delivery of bundles will be reimbursed as per the rate fixed by Corporation. The books/cards shall be neatly packed with Printer's own 90 GSM Plain Kraft paper and tied on four sides with twine or poly fiber tapes and labeled with a printed label on two sides of the bundle, loading and unloading and conventional stacking of books/cards all being done at the cost of the empanelled Printer.
- 26.4 During printing and before dispatch of textbooks, the progress is subject to scrutiny and certification by the Employees / Officers of the Corporation.
- 26.5 The duration for various operations involved in the production of textbooks / cards, printing and binding will be allowed as specified in the print / work order.
- 26.6 Escalation of transport cost will not be permitted during the entire contract period.
- 26.7 This will also apply to the Printers outside the State of Tamil Nadu. However, any additional tax liability will have to be borne by the Printers.
- 26.8 The empanelled Printer should take adequate care for the materials provided by the Corporation and for the return of excess materials back to the Corporation's godowns at Chennai / Sivakasi.
- 26.9 Any notice to the empanelled Printer shall be deemed to be sufficiently served, if given or left in writing at his usual or last known place as given in the Application.
- 26.10 In the event of unforeseen circumstances, the Printer may have to take delivery of the paper from the Corporation's godowns at Chennai / Sivakasi, for which the TNPL transport rates alone will be reimbursed by the Corporation. Other incidental charges shall be borne by the Printers.

- 26.11 The empanelled Printer should arrange for the necessary e-way bills/ documents to enable TNPL to move paper to the Printers.
- 26.12 The empanelled Printer shall give proper acknowledgement to TNPL for the receipt of paper i.e., Invoice / Delivery Challan as and when received. A carbon copy of the Delivery challan shall be submitted to the Corporation along with Bills at the time of making claim for payment.
- 26.13 The empanelled Printer shall take delivery of the boards from the Regional Godowns at Chennai or Sivakasi. The transport charges for taking delivery of board and return of unused paper and board shall be met by the Printer. The Printer can choose either the Regional Godown at Chennai or Sivakasi and the delivery shall be affected only against the signed acknowledgement of the Printer. The Printer shall arrange necessary e-way bills.

## 27. BANK GUARANTEE AND INSURANCE FOR SUPPLY OF MATERIALS

- 27.1 The successful Printers should furnish an Irrevocable Bank Guarantee in favour of Tamil nadu Textbook and Educational Services Corporation for an amount equal to 20% of the total value of Paper and Board that would be supplied to the successful Printers by the Corporation. **The Bank Guarantee shall be valid for a period of Three years and Six months from the date of commencement of the Contract.**
- 27.2 125% of the value of Paper and Board that would be supplied by the Corporation, should be covered by a comprehensive insurance policy in the name of the Tamil Nadu Textbook and Educational Services Corporation at the cost of the successful Printer against fire, rain, earthquake, theft, burglary, riot, strike, flood, cyclone, Tsunami and other natural disasters for the entire period of contract of three years.
- 27.3 The insurance policies' coverage should also include value of finished goods and work in progress.
- 27.4 Policies for Burglary insurance and transit insurance of the goods shall be taken by the Contractor for the highest value of goods the Printer will hold during contract period.

- 27.5 The transit loss / theft / pilferage / damage of the goods under any circumstance shall be the liability of the successful Printer. The policies for Burglary insurance and copy of Transit insurance (open) shall be furnished to the Corporation within 7 days from the date of print order.
- 27.6 The copy of the insurance policy for the machineries available in the Printing Press shall be furnished to the Corporation.
- 27.7 The Bank Guarantee and all insurance policy documents shall be submitted to the Corporation **within 15 days from the date of receipt of the communication** from Corporation informing their selection as an empanelled Printer under contract.
- 27.8 In the event of loss of paper and board, an insurance claim shall be lodged by the empanelled Printer under intimation to the Corporation as to the quantity and value of the damages sustained. During the claim process, the important documents of claim should be apprised to the Corporation in written communication. Quantum of assessment should be informed and written consent shall be obtained from Corporation. The discharge voucher shall be signed by Corporation for handing over to the Insurance Company by the Printer. Salvage disposal shall be the discretion of Corporation. In effect, the Printer is expected to play the role of representative of Corporation and a facilitator in recovering the claim amount from the Insurance Company. The Printer does not enjoy legal status in claim matters for Paper and Board supplied by the Corporation.

## 28. PAYMENT TERMS

- 28.1 Printing charges will be paid only after the receipt of books, necessary quality certificate, paper & board accounts and delivery challan.
- 28.2 The Printer has to submit the bill along with following documents.
- (i) Printer's invoice
  - (ii) Advance stamp receipt
  - (iii) Original Delivery Challan
  - (iv) Paper Board Account Statement
  - (v) Certificate for Short Supply
  - (vi) Sample (specimen) books –5 Nos.
  - (vii) Plate effacement certificate
  - (viii) Copy of Paper / Board release order
  - (ix) Paper / Board issue voucher in original
  - (x) Material outward and inward copy

- 28.3 Payment will be made within 15 days from the date of receipt of claim from the Printer for 80% (Part Payment) of the bill amount payable after 100% delivery of Textbooks/Cards at the Corporation godown or at the places specified by the Corporation including scrutiny pertaining to paper and board consumption. The remaining 20% of the bill amount will be paid within 90 days from the date of receipt of claim from the Printer only after finalization of all relevant accounts.
- 28.4 For print copies less than 30,000 Nos., payment will be made within 45 days from the date of receipt of claim from the Printer for 100% Full Payment of the bill amount payable after 100% delivery of Textbooks/Cards at the Corporation godown or at the places specified by Corporation including scrutiny pertaining to paper and board consumption, return of CDs, unused paper settlement, etc.
- 28.5 The Printer has to furnish a self-certificate with regard to Quality Assurance for the following while claiming the payment.
- (i) Size of textbook
  - (ii) Rules stipulated in the agreement
  - (iii) Utilization of Paper and Board.
- 28.6 The Printer has to submit only a single bill for claiming 80% / 100% payment along with the prescribed format which will be furnished to him. Only the bills with prescribed enclosures as given in format will be acknowledged as his claim by the Corporation.
- 28.7 The Printer shall take due care of all the Corporation's materials supplied to him. If any of these is damaged, lost or not made available to the Corporation, the cost of it, as determined by the Corporation, will have to be borne by the Printer and if already paid by the Corporation, the same will be recovered from the Printer. In respect of other allied works, payment shall be made as mentioned in Clauses 28.3 to 28.6.
- 28.8 The bills relating to the cost of printing and binding of the Textbooks/Cards shall be subject to technical scrutiny of the Corporation in respect of quality for each consignment of Textbooks/Cards delivered and the decision of the Corporation in passing the bills on the basis of the above scrutiny, shall be final.
- 28.9 No advance payment shall be made.
- 28.10 The Corporation has the right to recover any unrecovered dues of any bill in the subsequent outstanding bills of the Printer irrespective of any tender.
- 28.11 GST will be paid as per rules in force. Any changes / modification in implication of GST during the contract period will be enforced as and when it occurs.

## 29. LIQUIDATED DAMAGES AND PENALTY

- 29.1 If the Printer **fails to deliver** the Textbooks / Cards as per the Print / Work order and the Delivery Schedule specified by the Corporation, penalty at **half percent per day up to 15 days of delay and thereafter one percent per day** on the value of Print Order will be levied for the delayed supply of quantity. The delay in supply of textbooks will be calculated from the date of issue of CD (Text and Wrapper content) by the Corporation, or from the date of first lot of Paper supplied by the TNPL to the printer.
- 29.2 The Corporation shall have the right to place the Print Order with the other empanelled Printer(s) if the supply is delayed beyond four weeks from the due date and it shall be at the risk and cost of the Printer in default for the loss and the consequential loss, sustained by the Corporation in addition. The Corporation, reserves the right to blacklist the printer, if the supply is delayed beyond 4 weeks from the due date of delivery.
- 29.3 The printing materials i.e., CDs should be returned to the Corporation immediately after the printing work is over. Penalty of Rs.100/- per day of delay will be imposed if it is returned after 7 days from the last date of delivery of books.
- 29.4 If excess paper / board is supplied to the Printers due to (i) Cancellation of order, (ii) Reduction in the order Quantity, (iii) Due to supply in Reels, the same shall be returned to the Corporation's godown within 7 days from the last date of delivery of Books. If the same is not returned within the stipulated time, a penalty of Rs.250/- per tonne per day will be levied. The recoveries that may become due on account of excess consumption of paper, or of wastages, or due to failure to return unused paper shall be effected by the Corporation at the open market rate, or at purchase price plus 25%, whichever is higher. Besides the above mentioned penalty, the Corporation reserves the right to recover from the Irrevocable Bank Guarantee furnished or from the outstanding bills of the printer without prejudice to other legal remedy.
- 29.5 Size of Books should be followed as mentioned in the agreement. If any textbook is found to be short sized, 125% of Paper / Board rates will be recovered for difference between Actual Size and Short Size.

- 29.6 The Printer shall use only the Paper and Board supplied by the Corporation and if it is noticed that he has used paper and board other than that was supplied, action will be taken either to terminate the contract, or impose penalty, or both, as the Corporation may deem fit.
- 29.7 The Printer shall not sell the Textbooks printed in the open market. If the Corporation receives any complaint on this aspect and if it is proven, the Corporation shall impose penalty of not less than Rs.5,00,000/- (Rupees Five lakh only) for violation of the aforesaid condition. The penalty shall be in addition to the Civil and Criminal action taken by the Corporation against such Printers in default. The Corporation shall blacklist such Printers from participating in the subsequent tenders of the Corporation for a minimum period of three years.
- 29.8 In the case of short supply of Textbooks, the selling price of the textbook or 125% of the cost of material supplied, whichever is higher, will be recovered. In the case of short supply of Cards, 125% of the cost of material supplied will be recovered.
- 29.9 The eligible Printer shall treat the Printing material i.e., CDs, printing of books entrusted by the Corporation as strictly confidential and shall not print or publish translations, annotations, commentaries or guides in connection with the textbook or any part of the books printed by them. For any breach of this condition, the contract of the Printer shall be liable to be cancelled, SD will be forfeited and the Printer shall be blacklisted for a period of 3 years without prejudice to other legal rights of the Corporation.
- 29.10 The printer shall print the required number of copies neatly, accurately and clearly according to the agreement. If copies of the Textbooks and Cards printed and supplied are found defective such as pages not printed, not readable easily, printed upside down, missing pages and the same is reported by any other sources and found proven (such as media, department, parents, students, etc.) for such copies recovery on the cost of the sale price will be recovered or 125% of the cost of the Paper/Board, whichever is higher, shall be effected in addition to penalty of 10% of value of the print order by the Corporation. For this purpose, a sum of **Rs.50,000/-** shall be paid by the printer as a caution deposit against probable defective copies. The deposit will be retained up to the period of 6 months from the settlement of the last bill for this tender. No interest will be paid on such deposit.



- 29.11 For other defects during the printing viz. uneven margin/inking/impression, scum, misregister, Ink set off/show through, Blanket punch, folio numbers not printed properly, improper wire pinning/wrapper pasting, wrapper scoring not done/fixing with hollow back, improper cutting/defective cutting, increase/ decrease in the specified size of the textbook, defective packing, weak impression of the printed matter, missing of letters/words, the following penalty will be levied. **Per defect** – 2%, subject to a ceiling of 10% of the Print Order value. (Scum of more than 1.0 mm in the margin and any scum in the Text are considered as defect).
- 29.12 If the Printer fails to return the unused paper, board and other materials to the Corporation, the Corporation shall enter into the premises of the Printer and recover the materials and goods belonging to the Corporation and also attach the properties and assets of the printer against the dues payable by the printer to the Corporation. This is without prejudice to the Corporation taking other legal action.
- 29.13 The Printer shall be liable to indemnify, or reimburse the Corporation against any damages sustained by the Corporation including loss of reputation on account of the failure of the printer to fulfill any of the terms and conditions of the tender.
- 29.14 If any question arises regarding quality, quantity and timely delivery, the decision of the Corporation is final and conclusive, and together operative and binding on the Printer.
- 29.15 The Corporation reserves the right to inspect the premises and work in progress at any point of time. Accordingly, necessary accounts should be maintained by the Printer.
- 29.16 Besides the above-mentioned penalty, the Corporation reserves the right to terminate the contract and forfeit the SD and Bank Guarantee and to recover the paper and other materials without prejudice to other legal remedy.

### 30. Major Default of Agreement Conditions

- 30.1 The following violations will be deemed to be as major defaults of Agreement conditions.
- (a) Delay in supply of Books for more than three work orders during the Academic Year (15 days delay from the target date mentioned in work order for the 1st lot of Book supply).

- (b) Printing the textbooks from any other Paper/Board materials, i.e., using Paper/Board materials other than those supplied by the Corporation for Printing of Text books.
- (c) Printing more than the order quantity specified in the work order.
- (d) Making any unauthorized copy from CD given by the Corporation and failure to destroy the plates used for printing.
- (e) Repeated supply of defective copies with compromised Printing Quality, Binding Quality, including missing of forms and repetition of forms.

30.2 For any of the above major defaults, the contract of the Printer is liable to be cancelled and the SD is liable to be forfeited.

30.3 The Corporation shall have the right to blacklist the Printer for breach of any Conditions and Terms of the Agreement at any point of time.

### **31. TERMINATION OF CONTRACT**

31.1 The Corporation may, without prejudice to any other remedy for breach of Contract by the Printer, terminate the Contract in whole or part, by a 15 days written notice of breach of Contract to the Printer, if the Printer fails to deliver any or all of the goods within the time schedule specified in the Print/Work Order, or within any extension thereof granted by the Corporation; if the Printer fails to perform any of the obligation (s) under the Contract; if the Printer is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract. If the Corporation terminates the Contract in whole or in part, the Corporation may procure, upon such terms and in such manner as it deems appropriate, the services similar to those supplied and delivered and in that case the Printer whose contract is terminated in whole or in part thereof shall be liable to the Corporation for any additional costs involved in procuring and supplying the Textbooks / Cards to the designated destinations.

31.2 **Contract to the extent not terminated:** The Corporation reserves the right to take further action against the Printer, who's Contract has been terminated in whole or in part.

31.3 The Corporation reserves the right to terminate the contract at any time during the validity period on account of non-fulfillment of contract or any of the reasons.

**31.4 Termination for Default:**

- a) If the delay continues beyond 4 weeks of the original supply period, the contract is liable to be terminated at the discretion of the Corporation.
- b) If the Successful Printer is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract.
- c) If the Corporation terminates the Contract in whole or in part, the Corporation may procure, upon such terms and in such manner as it deems appropriate, the school books similar to those supplied and delivered and in that case, the Successful Printer whose contract is terminated in whole or in part shall be liable to the Corporation for any additional costs involved in procuring and supplying the school books to the designated destinations. However, the Successful Printer shall continue the performance of the Contract to the extent not terminated. The Corporation reserves the right to take further action against the Successful Printer, whose Contract has been terminated in whole or in part.

**31.5 Termination for Insolvency:**

The Corporation may at any time terminate the Contract by giving 15 days' written notice to the Successful Printer without compensation to the Successful Printer and without incurring any liability if the Successful Printer becomes bankrupt or otherwise insolvent. Such termination shall not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Corporation.

**31.6 Termination for Convenience:**

The Corporation may terminate the Contract in whole or in part at any time during the validity period of the Contract for its convenience by giving 15 days' written notice and without compensation to the Successful Printer. The notice of termination shall specify that termination is for the Corporation's convenience, the extent to which the Contract is terminated, and the date upon which such termination becomes effective. The termination of the contract is without prejudice to the penal consequences and damages for which the Successful Printer shall be liable for violation of the Contractual obligations.

## **32. BLACKLISTING**

- 32.1 If the Printer has submitted forged documents in this Application or if any information provided by the Printer is found to be false/fictitious in any tender of the Government, the Printer will be blacklisted for a period of 5 years.
- 32.2 If the successful Printer fails to execute the Agreement or fails to remit the Security Deposit within the specified time limit, the Corporation will blacklist the Printer for a maximum period of 3 years.
- 32.3 In the event of non-performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period, and if it is found that the Printer has not fulfilled the contractual obligation with the Corporation in any manner during the currency of the contract or also found on later date, the Corporation reserves the right to disqualify such successful Printer to participate in future tenders or blacklist the Printer up to a maximum period of 5 years.
- 32.4 Termination / full or partial cancellation of the supply of school books to the Corporation will entail blacklisting of the Printer for a maximum period of 5 years.
- 32.5 If the successful Printer is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the contract the Corporation will blacklist the Printer for a period of 5 years.
- 32.6 The Corporation shall have the right to blacklist the Printers who are levied liquidated damages as per Clause 29, for a period of 5 years.
- 32.7 The Corporation shall have the right to blacklist the successful Printer for breach of any Terms and Conditions of the Tender / Agreement at any point of time.

## **33. FORCE MAJEURE**

- 33.1 Force Majeure means an event beyond the control of the successful Printer and not involving the successful Printer's fault of negligence and not foreseeable. Such event may include but are not limited to the acts of Nature such as fire, floods, epidemics, etc. and other events such as wars, revolutions, quarantine restrictions, etc.

- 33.2 If a Force Majeure situation arises, the successful Printer shall promptly notify the Corporation of such conditions and the causes thereof through e-mail within 24 hours of such event. The e-mail communication shall be followed by a report with documentary evidence to be sent to the Corporation within 3 days from the date of occurrence of such event. Unless otherwise directed by the Corporation in writing, the successful Printer shall continue to perform his obligations under the Contract to a reasonably practical extent and shall seek all reasonable alternative means for effective performance of the Contract in time.
- 33.3 In the event of Force Majeure, the delivery period will be extended for a period equivalent to the period during which Force Majeure event was in existence. For this period, the successful Printer shall not be liable to pay penalty. Further if the performance in whole or part, of any obligation under this Contract is prevented or delayed by reason of Force Majeure for a period exceeding 21 days, the Corporation may at its option and discretion terminate the Contract.
- 33.4 The rates approved by the Corporation shall remain fixed and firm during the extended period during which Force Majeure was in existence.
- 33.5 The decision of the Managing Director is final in determining the force Majeure period.

#### **34. DISPUTE RESOLUTION BOARD**

A Dispute Resolution Board (DRB) shall be formed in order to resolve the disputes that may arise during the currency of the contract. The members of the DRB shall be nominated by the Corporation and the successful Printer. If any party is not satisfied with the decision of the DRB, the issue shall be referred for Arbitration.

### 35. ARBITRATION

- 35.1 The issues not resolved by DRB shall be referred for Arbitration and same shall be dealt in accordance with the Indian Arbitration and Conciliation Act, 1996 and Rules of Indian Council of Arbitration. The Arbitrator shall be selected by the successful Printer from the panel of Arbitrators approved by the Corporation within 15 days from the date of receipt of the letter from the Corporation along with the panel. If there is no reply from the Printer within 15 days, the Corporation shall choose any of the Arbitrators from the panel of Arbitrators referred to above. The remuneration for the Arbitrator and other expenses shall be shared equally by the Corporation and the Printer.
- 35.2 The venue of the Arbitration shall be at the Head office of the Corporation in Chennai. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration. The language of arbitration proceedings shall be in English.
- 35.3 The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the Courts at Chennai city only.

### 36. JURISDICTION OF THE COURT

The courts in the city of Chennai exclusively shall have the jurisdiction to try any matter or dispute or reference between the Corporation and the Successful Printers arising out of the Contract.

We agree to the above terms and conditions.

**SIGNATURE OF THE PRINTER :**

**DATE :**

**NAME IN BLOCK LETTERS :**

**DESIGNATION :**

**ADDRESS :**

**ANNEXURE – I****CHECKLIST OF DOCUMENTS**

<b>S. No.</b>	<b>Checklist</b>	<b>Uploaded (Yes/No)</b>
1.	A covering letter of the Printer in the prescribed format addressed to Tamil Nadu Textbook and Educational Services Corporation, EVK Sampath Maaligai, DPI Campus, 68, College Road, Chennai – 600 006 (as per Annexure – II)	
2.	Declaration of Printer accepting terms and conditions of the application (as per Annexure-III)	
3.	Details of the Printer (as per Annexure-IV)	
4.	Copy of valid declaration under Press and Registration of Books Act, 1867 issued by the competent authority	
5.	Details of printing machinery and equipment in the Printer's premises along with space for storage and binding purposes (As per Annexure-V)	
6.	Copy of Memorandum and Articles of Association, in case of a public/private limited company	
7.	Copy of Registration for LLP/registered partnership deed, in case of Partnership Firm	
8.	Copy of GST Registration certificate	
9.	Statement of print orders completed during the past three years along with copies of tax invoices and completion certificates (as per Annexure VI).	
10.	Annual turnover for last 3 financial years duly certified by Chartered Accountant along with UDIN (as per Annexure - VII)	
11.	Copies of Balance Sheet, Profit & Loss statement for the last 3 consecutive financial years i.e. 2019-20, 2020-21 and 2021-22.	
12.	IT Return copies for the last 3 financial years	
13.	GST Return copies for the last 3 consecutive financial years i.e. 2019-20, 2020-21 and 2021-22. If annual GST return has not been filed, GSTR1/GSTR4 in support of GST sales shall be furnished.	

<b>S. No.</b>	<b>Checklist</b>	<b>Uploaded (Yes/No)</b>
14.	Net worth certified by Chartered Accountant along with UDIN (as per Annexure-VIII)	
15.	Declaration for not having blacklisted either by Corporation or by any other Government organization (as per Annexure-IX).	
16.	Declaration for non-adverse performance in the contract awarded by the Corporation (as per Annexure-X)	
17.	Declaration for not having tampered the Application forms (as per Annexure-XI).	
18.	Documentary Proof for having owned (property tax receipt) or rented (lease agreement) storage space for materials and binding purposes	
19.	Notarized translated English version of the documents in a language other than English/Tamil, if any.	

**Signature of the Printer with Seal**



**LETTER OF PRINTER**

To

The Managing Director  
Tamil Nadu Text Book and Educational Services Corporation  
CHENNAI – 600 006.

Sir,

I/We do hereby accept and work closely with the Tamil Nadu Text Book and Educational Services Corporation for the “Printing and delivery of Textbooks, Cards and its allied works on Rate Contract basis” conforming to the technical specifications, terms and conditions stated in the Annexures.

I/We have understood that the requirement of the Corporation and noted the details of the works to be done. I have carefully understood the conditions of contract and the specifications with all the stipulations to which I/We agree to comply.

I/We hereby undertake to complete printing and delivery of the Textbooks at the places mentioned in the tender, within the time limit specified by the Corporation.

I am/we are quite aware that quality of the printing and time of delivery are the essence of this contract and accordingly, I / we would adhere to the same.

I/we further agree that I/we would not withdraw this Application either in full or in part. If I / we have to withdraw the offer, I / we agree that the SD paid will be forfeited by the Corporation, without any notice to me/us.

I/we affirm that in any previous tender to the Corporation, I /we have not committed any fraud by furnishing wrong information.

I/we further confirm that if any of the information provided is found to be incorrect, I/we will be liable for any action under the terms of the tender / contract including termination of the contract and forfeiture of the Security Deposit.

I/we hereby undertake and agree to pay the SD as per the tender conditions within fifteen days from the date L.O.A.

I/we undertake to sign the contract with the Corporation on the lines of terms and conditions in the tender documents.

I/we further agree that the acceptance of the tender conditions would by itself constitute a valid and concluded contract binding on me/us, even if separate contract is not signed.

I/we further agree that in the event of my/our failing to deposit securities mentioned above or to produce the latest income tax and other tax clearance certificate or to execute the Contract within the period of fifteen days as referred above, the SD amount deposited by the Printer shall be forfeited by the Corporation and in addition, the Managing Director, Tamilnadu Textbook and Educational Services Corporation, shall be entitled to cancel the Contract and thereupon arrange for any other person or persons to print the textbooks herein before mentioned and I/We agree to be liable for all damages, losses, charges and expenses arising from or by reason of such failure on our part.

I/We hereby further agree and undertake that:

- a. In case, there is any defect found in the printing or in any part of the textbooks/Cards delivered, we undertake to reprint and replace the same with new.
- b. If the textbooks / Cards delivered are found to have even the slightest damage, due to any reason like in the process of transportation, the textbooks/Cards will be replaced by new one including the cost of the paper and board.

I / We hereby declare that I / We agree to do the various acts, deeds and things referred to herein, for printing and delivery of Textbooks and Cards conforming to specifications.

Having fully understood the tender conditions and the above undertaking in this letter, I/we sign this.....Day of ..... 2023 at Chennai.

Yours faithfully,

Authorized Signature :

Name & Title of Signatory:

Name of the Printer :

Address :

Enclosures: As per checklist in Annexure – I .

**ANNEXURE – III**

**DECLARATION FOR ACCEPTING TERMS AND CONDITIONS OF APPLICATION**

Date: \_\_\_\_\_

I/We.....having the registered office at.....declare that I / we have carefully read all the terms and conditions of Application floated by the Tamil Nadu Text Book and Educational Services Corporation, Chennai vide Tender Ref.4858/PS2/2022 for Printing and delivery of Textbooks, Cards and its allied works and I / we shall abide by all the conditions set forth therein.

I/we also undertake to take back the rejected defective at our risk & cost and replace the same within the stipulated time.

**Signature of the Printer with Seal**

**ANNEXURE – IV****DETAILS OF THE PRINTER**

<b>S.No</b>	<b>Particulars</b>	<b>Description / Details</b>
A.	Name of the Printer	
B.	Address of Office	
C.	Phone No./Mobile No.	
D.	E-mail Address	
E.	Address of Printing Press	
F.	Phone No./Mobile No.	
G.	Address of Storage space / Godown	
H.	Phone No./Mobile No.	
I.	Name of Authority (viz.) proprietor/ partner / director, who will execute the Agreement	
J.	Name of the authorized person to be contacted in all matters relating to the execution of work. (The authorized person should be either partner or staff of the concern with copy of identity card)	
K.	PAN No.  (Photocopy to be enclosed).	

S.No	Particulars	Description / Details
L.	GST Registration No. (Attested Photocopy to be enclosed).	
M.	Whether the printing press has been declared under Press and Registration of Books Act 1867, (Photocopy to be enclosed).	
N.	Certificate of Udyam registration for small and micro units in Tamil Nadu, if exemption from payment of EMD is claimed.	
O.	Name and address of the bank where the Printer has an account and where payments can be made	
P.	Account number with bank IFS code	

(The Printer shall furnish the above details without fail.)

I certify that the Particulars furnished above are true to the best of my knowledge and belief and copies of relevant documents are enclosed.

(All Photocopies of the certificates should be attested by the Notary Public).

**Signature of the Printer with seal**

**ANNEXURE – V****CERTIFICATE FOR PRINTING MACHINERY AND BINDING FACILITIES**

This is to certify that the Printing Machinery & Equipment and binding facilities at the printing unit at \_\_\_\_\_ village, \_\_\_\_\_ taluk, \_\_\_\_\_ district, \_\_\_\_\_ State belong to M/s \_\_\_\_\_ having its registered office at \_\_\_\_\_.

This certificate of the unit's printing machineries, binding facilities and allied infrastructure is furnished to Tamil Nadu Text Book and Educational Services Corporation.

S.No.	Licenses and Approvals	Document No. and issued date	Valid till	Issued by
1	Electricity service connection No.		-	
2	Provident Fund Registration No.			
3	ESI Registration No.			

**Connected load in KW:**

The details of printing & binding machinery and equipment are provided in the Table below:

**A. PRE – PRESS****Computer to Plate (CTP)**

S. No.	Description of Equipment	Size	Nos.	Owned / Tie-up
1.	Computer to Plate (CTP) (In-house facility or tie-up) Size: 76 x 102 cm.			

(If Tie – up arrangement, Agreement in Rs.20/- stamp paper is to be enclosed to establish tieup facility).

**B. PRESS**

The Offset Printing machines that are available for printing of Textbooks / Cards exclusively for Tamil Nadu Text Book and Educational Services Corporation.

**I. Sheet-fed Offset**

S.No.	Description of the Machinery	No. of Colours	Name of the Machine	Make & Year	No. of Machines	Printing Capacity (Minimum 100 reams per day front & back)
1.	Double Demy Size machine (58.5 X 91 cm)	Single Colour				
		4 Colour				
	OR RC 1 Machine Size (67 X 94 cm)	Single Colour				
		4 Colour				

[Mandatory Requirement - 1 No of Sheet-fed Offset Machine with capacity of 100 Reams (front & back) per day]

**II. Web-offset**

S.No.	Description of the Machinery	Size of the Machine	No. of Colours	Name of the Machine	Make & Year	No. of Machine	Printing Capacity (Minimum 200 reams per day front & back)
1.	Web-offset machine	Cut-off size: 578 mm Reel width: 84 cm	Single Colour / 1 + 1				
			Multi Colour 4 + 4				

[Mandatory Requirement - 1 No. of Web Offset Machine with capacity of 200 Reams per day]

**III. POST PRESS: FOLDING, CUTTING, PINNING & BINDING**

S.No.	Description of the Machinery	Size	Name of the Machine	Make & Year	No. of Machine	Size of the Machine
1	Folding Machine Capacity (Minimum 100 reams per day)	Size 58.5 x 91 cm (or) 76 x 102 cm				
2	Wire-pinning machine	Size 1½ - 2 inches				
3	Cutting Machine					
a)	For Sheet-fed – Semi-automatic or Programme cutting machine	Minimum 91 cm (36 inches)				
b)	For Web-offset – Semi-automatic or Programme cutting machine or 3 side Trimmer	Minimum 91 cm (36 inches) or A4 Size for Trimmer				

The Printer should have binding facilities at their own premises with the above required machinery (in-house).

Mandatory Requirement - 1 No. of folding machine for sheet-fed category, 1 No. of Wire-pinning machine and 1 No. of Cutting Machine.

**IV. Non-Mandatory machinery (may be furnished)**

S.No.	Description of the Machinery	Size	Name of the Machine	Make & Year	No. of Machine	Size of the Machine
1	Lamination Machine	Size minimum 69 cm				
2	a) Flow line machine (saddle wire pinning)	Minimum 6+1 stations				



S.No.	Description of the Machinery	Size	Name of the Machine	Make & Year	No. of Machine	Size of the Machine
2	b) Flow line machine (Gathering and Side Pinning).	Minimum 10 + 1 stations.				
3	Perfect Binding machine	Minimum 6 clamps				

Above-mentioned S.No. 2 and S.No. 3 machine binding facilities are preferable in the Printer's own premises (in-house).

#### IV. STORAGE SPACE:

Mandatory Requirement - Minimum 1000 sq.ft. for storage purpose for each mode of printing.

Documentary proof of owned premises (Property Tax receipt copy) or rented premises (lease agreement copy) to be enclosed.

Available space for paper storage purpose in Sq.ft. :.....**Staff Strength**

S.No.	Category	Staff Nos.
1	Managerial staff	
2	Machine operators (Technical)	
3	Operators (Non-technical)	
4	Binders	
5	Packers	
6	Helpers	
7		
8		
<b>TOTAL</b>		<b>Nos.</b>

I/We confirm that the details provided are true and correct to the best of my/our knowledge and belief.

I/We declare that the printing and binding machinery in this unit belong to the Printer and that no machinery is under long term/short term lease or MoU.

Place:

**Printer's Signature:**

Date:

**Address:**

**Seal/Stamp:**

**Note: If more than one printing unit is available with Printer, please submit separate certificate for each unit.**

**ANNEXURE - VI****STATEMENT OF PRINT ORDERS EXECUTED DURING THE PAST THREE YEARS****AS ON 31.12.2022 (to be filled in by the Printer)**

<b>S.No.</b>	<b>Name &amp; Address of the Organisation</b>	<b>P.O. No. &amp; Date</b>	<b>Quantity in Nos.</b>	<b>Value of order in Rs. Lakhs</b>	<b>Scheduled Date of Completion of Order</b>	<b>Actual Date of Completion</b>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

**SIGNATURE OF PRINTER :****SEAL :****DATE :**

**ANNEXURE – VII****ANNUAL TURNOVER STATEMENT**

The Annual turnover of M/s ..... for the past three consecutive financial years are given below.

<b>S.No.</b>	<b>Financial Year</b>	<b>Turnover (₹ in lakh)</b>
1.	2019-20	
2.	2020-21	
3.	2021-22	
	<b>Total</b>	

Certified that the above statement is true and correct.

**DATE :**

**SIGNATURE OF THE PRINTER:**

**SIGNATURE OF CHARTERED ACCOUNTANT:  
(with Seal and Address)**

**UDIN:**

**ANNEXURE - VIII**

**NET WORTH CERTIFICATE**

Certified that the net worth of M/s \_\_\_\_\_ as on  
31.03.2022 is ₹ \_\_\_\_\_.

**DATE:**

**SIGNATURE OF THE PRINTER:**

**SIGNATURE OF CHARTERED ACCOUNTANT:**

(with seal, membership no. and Address)

**UDIN:**

**ANNEXURE – IX**

**DECLARATION FOR NOT HAVING BLACKLISTED**

Date: \_\_\_\_\_

I/We declare that M/s\_\_\_\_\_ /the firm/ company or its partners / shareholders have not been blacklisted in the last 5 years as on the date of Application opening by the Corporation or Central / State Government departments and Quasi Government Organizations.

I/We understand that even if the blacklisting was subsequently revoked, I/we are **not eligible** to participate in the tender.

**Signature of the Printer with Seal**

**ANNEXURE - X**

**DECLARATION FOR NON-ADVERSE PERFORMANCE**

Date: \_\_\_\_\_

1. I/We declare that there has not been any adverse performance in the contract awarded to us by the Corporation in the last 3 financial years i.e., in 2019-20, 2020-21 and 2021-22 in terms of the following.
  - a) Non-execution of Agreement
  - b) Forfeiture of Security deposit
  - c) Non-supply of ordered quantity either partially or fully.
  - d) Termination of contract
  
2. I/We have not been awarded any contract by the Corporation in the last 3 financial years i.e., in 2019-20, 2020-21 and 2021-22.

*(Strike out - 1 or 2 as applicable)*

**Signature of the Printer with Seal**

**ANNEXURE - XI**

**DECLARATION FOR NOT HAVING TAMPERED APPLICATION**

Date: \_\_\_\_\_

- a) I/We \_\_\_\_\_ having our office at \_\_\_\_\_  
\_\_\_\_\_ do  
declare that I/We have carefully read all the conditions of application sent to me/us by  
Corporation, vide tender ref. RC. no.4858/PS2/2022 for the Selection of Printers for  
printing and delivery of School books to the School Children in Tamil Nadu as per the  
prescribed conditions.
- b) I / We have not tampered / modified the application document in any manner. In case, if  
the same is found to be tampered / modified, I/ We understand that my/our application  
will be summarily rejected and I /We am/are liable to be banned from doing business  
with Corporation or prosecuted.

**Signature of the Printer with Seal**



**ANNEXURE – XII****MODE OF SUPPLY OF PAPER**

Paper will be supplied to the printers by the Corporation through TNPL. It is the Endeavour of the Tamilnadu Textbook and Educational Services Corporation to remove the difficulties of transporting the paper from the godowns to the printers. The unloading of paper will be done by TNPL. Stacking and safeguarding the paper will be the responsibility of the printer. The supply of paper by TNPL is subject to the following conditions:

1. The paper will be supplied to the printer in the State of Tamil Nadu at a cost that will be borne by the Corporation.
2. For the printers located outside the State, the paper will be delivered by TNPL.
  - a. The rates will be subject to revision when TNPL revises their rates for transport.
  - b. The cost of transport will be borne by the Corporation as follows
    - i. For an expenditure up to Rs. 1,562/- PMT, the Corporation will bear the cost.
    - ii. For an expenditure above Rs. 1,562/- PMT, the difference in cost above Rs.1,562/- PMT will have to be borne by the printers.

**EXAMPLE-I:**

1. Transport Cost to Hyderabad PMT	: Rs. 2,156.00
2. Less Share of cost PMT	: Rs. 1,562.00
3. Printers Cost PMT	: Rs. 594.00

**EXAMPLE -2**

1. Transport Cost to Bangalore PMT	: Rs. 1,377.00
2. Less Share of cost PMT	: Rs. 1,562.00
3. Printers Cost PMT	: NIL

**EXAMPLE – 3**

1. Transport Cost to Vijayawada PMT	: Rs. 2,055.00
2. Less Share of cost PMT	: Rs. 1,562.00
3. Printers Cost PMT	: Rs. 493.00

The tax liability applicable in the State of Tamil Nadu over and above Rs.1,562/- P.M.T will have to be borne by the Printer. In respect of other states, tax liability will have to be borne by the Printer irrespective of the cost per M.T.

**ANNEXURE - XIII**

**BANK GUARANTEE FOR SUPPLY OF MATERIALS**

To: \_\_\_\_\_ [name of Purchaser] [address of Purchase]

WHEREAS \_\_\_\_\_ [name and address of Contractor]

(Hereinafter called "the Contractor") has undertaken, in pursuance of Tender Ref. RC No. 4858/PS2/2022 dated \_\_\_\_\_ to execute \_\_\_\_\_

\_\_\_\_\_ [name  
of Contract and brief description of Works]

(hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Contract shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for the supply of Paper and Board in accordance with the Contract:

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of \_\_\_\_\_ [amount of guarantee in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of \_\_\_ [amount of guarantee], as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to 6 Calendar months from the date of end of contract period.

Signature and seal of the guarantor \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

An Amount shall be inserted by the Guarantor, representing the percentage of the Total value of Paper and Board specified in the Contract including additional security for unbalanced Bids, if any and denominated in Indian Rupees.

**Signature of the Printer with Seal**

**ANNEXURE – XIV**

**FORMAT OF AUTHORISATION LETTER**

To

The Managing Director  
Tamil Nadu Textbook and Educational  
Services Corporation,  
D.P.I. Campus, College Road,  
Chennai – 600 006.

We hereby irrevocably authorize Mr./Mrs.\_\_\_\_\_ on behalf of  
(type the Name and Address of the Printer) to submit the application to sign the contract  
with the TNTB&ESC relating to Printer Agreement vide R.C.No.4858/PS2/2022.

Specimen Signature of  
Authorized Person

Signature of the Proprietor / Partner

Place :

Date :

**Note : Signature of the Authorized person should be attested.**

**Authorized person should be a partner or director or Manager or equivalent post of  
the concern.**

**ANNEXURE – XV****LIST OF REGIONAL OFFICES OF TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES CORPORATION**

<b>Sl. No.</b>	<b>Name of the Regional Office</b>	<b>Address</b>	<b>STD CODE &amp; Phone No.</b>
1.	Chennai	Regional Officer / Godown Superintendent Tamil Nadu Textbook and Educational Services Corporation, Velachery Main Road, Thiruvanmiyur, Chennai – 600 041.	044-22541326 044-22542670
2.	Tiruvallur	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Lakshmipuram, Tiruvallur	044-27662104
3.	Kanchipuram	Regional Officer, Tamil Nadu Textbook and Educational Services Corporation, Dr. Jayalalitha Nagar, SiruKaveripakkam, Kanchipuram – 631 501.	044-27277884
4.	Vellore	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, VellakkalMedu, V.I.T Campus Backside, Katpadi, Vellore – 632 004	0416-2248705
5.	Bargur	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, JagadeviSalai, M.G.R Nagar Bargur – 635 104	04343 - 265381
6.	Thriuvannamalai	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, T.N. Warehousing Complex, 70, Anna Salai, Thiruvannamalai – 606 601.	04175-251881

<b>Sl. No.</b>	<b>Name of the Regional Office</b>	<b>Address</b>	<b>STD CODE &amp; Phone No.</b>
7.	Villupuram	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, T.N. Warehousing Complex, 59-A, Chennai High Road, Villupuram – 605 602	04146 – 223370
8.	Cuddalore	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, YenikkaranThottam, Sivananthapuram, Cuddalore (OT) Cuddalore – 607 003.	04142-22727
9.	Tiruchirappalli	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, T.N. Warehousing TNTBC, No.1, Thanjavur Road, Trichy – 620008.	0431-2201945
10.	Thanjavur	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, Chozhan Nagar, Opp. R.T.O. Office, PilliyarpattiSalai, Tanjore – 613 403.	04362-265250
11.	Pudukottai	Regional Officer, Tamilnadu Textbook and Educational T.N. Warehousing Godown, Rajagopalapuram Post, Annvasal Road, Pudukottai – 622 003	04362-265250
12.	Salem	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, T.N. Warehousing Corporation, Seetharaman Road, Salem – 636 009.	0427-2351834

<b>Sl. No.</b>	<b>Name of the Regional Office</b>	<b>Address</b>	<b>STD CODE &amp; Phone No.</b>
13.	Erode	Regional Officer, Central Warehousing Corporation, Bhavani Main Road, Erode – 635 004.	0424-2293311
14.	Coimbatore	Regional Officer, No.5/509, Karamadai Road, Mettupalayam - 641 301 Coimbatore	04254-292958
15.	Dindigul	Regional Officer, Tamilnadu Textbook and Educational Service Corpora ration, Tamilnadu Warehousing Godown, 36-H, Palani Road, Dindigul – 624 010.	0451-2421898
16.	Nagapattinam	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Beach Road, Velipalayam, Nagapattinam – 611 001.	04365-243021
17.	Manamadurai	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, 17-18, SIPCOT Complex, Manamadurai – 623 606.	04574-258034
18.	Madurai	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, Pandian Super Market, Senthamarai Godown, MudakkuSalai, Theni Road, Madurai – 625 010.	0452-2381484
19.	Sivakasi	Regional Officer, Tamilnadu Textbook and Educational Services Corporation, Sivakasi Co. Op. Industrial Estate, Sivakasi West, Sivakasi – 626 124.	04562-254656
20.	Kovilpatti	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, T.N. Ware housing Godown Complex, Ettayapuram Road, Kovilpatti–627 701.	04632-220213

<b>Sl. No.</b>	<b>Name of the Regional Office</b>	<b>Address</b>	<b>STD CODE &amp; Phone No.</b>
21.	Tirunelveli	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, 24-G, Swami Nellaiappar High Road, Tirunelveli – 627 001.	0462-2333287
22.	Nagarcoil	Regional Officer, Tamilnadu Textbook and Educational Service Corporation, Central Warehousing, Godown, Pallivilai Road, Vetturnimadam (P.O) Nagarcoil – 629 003.	04652-22989



**ANNEXURE – XVI****LIST OF DELIVERY POINTS****I. DIRECTORATE OF ELEMENTARY EDUCATION (DEE) – 59 DELIVERY POINTS**

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
1	ARIYALUR	ARIYALUR
2	CHENNAI	CHENNAI CENTRAL
3		CHENNAI CORPORATION
4	CHENGALPATTU	CHENGALPATTU
5	COIMBATORE	COIMBATORE
6		POLLACHI
7	CUDDALORE	CUDDALORE
8		VRIDHACHALAM
9	DHARMAPURI	DHARMAPURI
10		HARUR
11	DINDIGUL	DINDIGUL
12		OTTANCHATRAM

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
13		ERODE
14	ERODE	GOBICHETIPALAYAM
15	KALLAKURICHI	KALLAKURICHI
16	KANCHIPURAM	KANCHIPURAM
17	KANNIYAKUMARI	KANNIYAKUMARI
18	KARUR	KARUR
19		KRISHNAGIRI
20	KRISHNAGIRI	HOSUR
21		MADURAI
22	MADURAI	THIRUMANGALAM
23	MAYILADUTHURAI	MAYILADUTHURAI
24	NAGAPATTINAM	NAGAPATTINAM
25	NAMAKKAL	NAMAKKAL
26	NILGIRIS	NILGIRIS
27	PERAMBALUR	PERAMBALUR
28		PUDUKKOTTAI
29	PUDUKOTTAI	ARANTHANGI

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
30	RAMANATHAPURAM	RAMANATHAPURAM
31		PARAMAKUDI
32	RANIPET	RANIPET
33	SALEM	SALEM
34		DARAMANGALAM
35	SIVAGANGAI	SIVAGANGAI
36		DEVAKOTTAI
37	THANJAVUR	THANJAVUR
38		PATTUKOTTAI
39	THENI	THENI
40	TENKASI	TENKASI
41	TIRUNELVELI	TIRUNELVELI
42		VALLIOOR
43	TIRUPATTUR	THIRUPATHUR

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
44	TIRUPPUR	TIRUPPUR
45		DHARAPURAM
46	TIRUVALLUR	PONNERI
47		THIRUVALLUR
48	TIRUVANNAMALAI	TIRUVANNAMALAI
49		CHEYVAR
50	THIRUVARUR	THIRUVARUR
51	THOOTHUKUDI	THOOTHUKUDI
52		KOVILPATTI
53	TIRUCHIRAPALLI	THIRUCHIRAPPALLI
54		MUSIRI
55	VELLORE	VELLORE
56	VILLUPURAM	VILLUPURAM
57		TINDIVANAM
58	VIRUDHUNAGAR	SIVAKASI
59		VIRUDHUNAGAR

**II. DIRECTORATE OF SCHOOL EDUCATION (COSE) – 55 DELIVERY POINTS**

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
1	ARIYALUR	ARIYALUR
2	CHENNAI	CHENNAI NORTH
3		CHENNAI SOUTH
4	CHENGALPATTU	CHENGALPATTU
5		MADURANTAKAM
6	COIMBATORE	COIMBATORE
7		POLLACHI
8	CUDDALORE	CUDDALORE
9		VRIDHACHALAM
10	DHARMAPURI	DHARMAPURI
11	DINDIGUL	DINDIGUL
12		PALANI
13	ERODE	ERODE
14	KALLAKURICHI	KALLAKURICHI
15	KANCHIPURAM	KANCHIPURAM

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
16	KANNIYAKUMARI	NAGERGOIL
17		MARTHANDAM
18	KARUR	KARUR
19	KRISHNAGIRI	KRISHNAGIRI
20		HOSUR
21	MADURAI	MADURAI
22		MELUR
23	MAYILADUTHURAI	MAYILADUTHURAI
24	NAGAPATTINAM	NAGAPATTINAM
25	NAMAKKAL	NAMAKKAL
26	NILGIRIS	NILGIRIS
27	PERAMBALUR	PERAMBALUR
28	PUDUKOTTAI	PUDUKKOTTAI
29		ARANTHANGI
30	RAMANATHAPURAM	RAMANATHAPURAM
31	RANIPET	RANIPET

S. NO.	NAME OF THE DISTRICT	DELIVERY POINT
32	SALEM	SALEM
33		SANKARI
34	SIVAGANGAI	SIVAGANGAI
35	THANJAVUR	THANJAVUR
36		KUMBAKONAM
37	THENI	THENI
38	TENKASI	TENKASI
39	TIRUNELVELI	TIRUNELVELI
40	TIRUPATTUR	THIRUPATHUR
41	TIRUPPUR	TIRUPPUR
42	TIRUVALLUR	PONNERI
43		THIRUVALLUR
44	TIRUVANNAMALAI	TIRUVANNAMALAI
45		CHEYYAR
46	THIRUVARUR	THIRUVARUR
47	THOOTHUKUDI	THOOTHUKUDI
48		KOVILPATTI

<b>S. NO.</b>	<b>NAME OF THE DISTRICT</b>	<b>DELIVERY POINT</b>
49	TIRUCHIRAPALLI	THIRUCHIRAPPALLI
50		LALGUDI
51	VELLORE	VELLORE
52	VILLUPURAM	VILLUPURAM
53		TINDIVANAM
54	VIRUDHUNAGAR	SIVAKASI
55		VIRUDHUNAGAR



## Annexure – XVII

**Approved Rates for Printing and Delivery of Textbooks,  
Cards and Allied Works for the Year 2023 - 2026**

Item No.	Descriptions	Rate Rs. P.
	<b>SHEET-FED / OFFSET PRINTING RATES FOR TEXT PRINTING –</b> Rate per 1000 impressions per colour printing with CTP	
	(1) For single colour	
1	(a) Paper size 58 x 84 cm	109.00
2	(b) Paper size 67 x 94 cm / 63.5 x 91 cm	115.00
	(2) For Multi colour Rate Per Colour (CMYK) Inclusive of Black ink as a component colour	
3	(a) Paper size 58 x 84 cm	109.00
4	(b) Paper size 67 x 94 cm / 63.5 x 91 cm	109.00
	<b>WEB OFFSET PRINTING RATES FOR TEXT PRINTING –</b> Rate per 1000 impressions per colour printing with CTP	
5	(1) For single colour	
	Paper size 57.8 x 84 cm	76.00
6	(2) For Multi colour Rate Per Colour (CMYK) Inclusive of black ink as a component colour	
	Paper size 57.8 x 84 cm	73.00
	<b>Note:</b>	
	1) 58 x 84 cm / 57.8 x 84 cm / 63.5 x 91 cm for 16 pages of A5 / 8 pages of A4 size. 2) Rates are inclusive of plate making charges for above 10,000 copies. 3) Plate making charges will be given up to 10,000 copies and less. 4) Minimum 10,000 copies rate will be allowed for the ordered below 10,000 copies.	
	<b>OFFSET PRINTING RATES FOR WRAPPER PRINTING IN MULTI COLOURS (CMYK)</b>	
	Printing Rate per 1000 Impressions per colour	
7	(a) For 61 x 90 cm / 65 x 86 cm / 63 x 91 cm (CTP)	77.00
8	(b) For 51 x 71 cm (CTP)	70.00
	<b>Note:</b>	
	1) Rates are inclusive of plate making charges for above 10,000 copies. 2) Plate making charges will be given up to 10,000 copies and less. 3) No. of Wrappers (ups) to be Printer per board / paper will be intimated by the Corporation	

Item No.	Descriptions	Rate Rs. P.
	<b>LAMINATION RATE PER BOARD</b>	
9	(a)For Gloss lamination on single side (Per Board) - 51 x 71 cm	1.60
10	(b)Gloss lamination on single side (Per Board) - 61 x 90 cm / 65 x 86 cm / 63 x 91 cm / 58.5 x 91 cm	2.00
	<b>Note:</b> For lamination "BOPP Film of 12 Microns" to be used	
	<b>BINDING RATES</b>	
	Rates per forme of 1000 copies	
	<b>SHEET FED PROCESS</b>	
	<b>A. Saddle Wire Pinning</b>	
11	(a) For 14.5 x 21 cm (16 pages) / 29 x 21 cm (8 pages) / 21.5 x 30.7 cm (8 pages)(Paper size 58 x 84 cm / 63.5 x 91 cm)	58.00
12	(b)For 16.75 x 23.5 cm (16 pages) (Paper size 67 x 94 cm)	58.00
	<b>B. Side Wire Pinning</b>	
13	(a)For 14.5 x 21 cm (16 pages) / 29 x 21 cm (8 pages) / 21.5 x 30.7 cm (8 pages) (Paper size 58 x 84 cm / 63.5 x 91 cm)	60.00
14	(b)16.75 x 23.5 cm (16 pages) (Paper size 67 x 94 cm)	60.00
	<b>C. Perfect Binding</b>	
15	(a)For 14.5 x 21 cm (16 pages) / 29 x 21 cm (8 pages) / 21.5 x 30.7 cm (8 pages) (Paper size 58 x 84 cm / 63.5 x 91 cm)	75.00
16	(b)16.75 x 23.5 cm (16 pages) (Paper size 67 x 94 cm)	75.00
	<b>D. Side wire Pinning with Perfect Binding</b>	
17	(a) For 14.5 x 21 cm (16 pages) / 29 x 21 cm (8 pages) / 21.5 x 30.7 cm (8 pages)(Paper size 58 x 84 cm / 63.5 x 91 cm)	84.00
18	(b)16.75 x 23.5 cm (16 pages) (Paper size 67 x 94 cm)	84.00
	<b>WEB-OFFSET PROCESS</b>	
	<b>A. Saddle wire pinning</b>	
19	(a) For 14.45 x 21 cm (16 pages) / 28.9 x 21 cm (8 pages) (Paper size 57.8 x 84 cm)	44.00
	<b>B. Side wire pinning</b>	
20	(a)For 14.45 x 21 cm (16 pages) / 28.9 x 21 cm (8 pages) (Paper size 57.8 x 84 cm)	49.00
	<b>C. Perfect binding</b>	
21	(a) For 14.45 x 21 cm (16 pages) / 28.9 x 21 cm (8 pages) (Paper size 57.8 x 84 cm)	69.00

Item No.	Descriptions	Rate Rs. P.
	<b>D. Side wire Pinning with Perfect binding</b>	
22	(a) For 14.45 x 21 cm (16 pages) / 28.9 x 21 cm (8 pages) (Paper size 57.8 x 84 cm)	91.00
	<b>Note:</b>	
	1) The Wrapper will count as a forme 2) Binding charges include scoring of wrappers, bundling with jute twine, packing with kraft paper, printing of labels in his own paper, pasting of printed labels on the two sides of the bundle for delivery of books. 3) Binding rates are decided common for both four colour / single colour printing a) 4 and 8 pages forms will be treated as full forme (16 pages) in respect of A5 and C5 size book and payment will be made accordingly. b) 4 pages formes will be treated as full forme (8 pages) in respect of A4 size books and payment will be made accordingly. 4) Standard quality of adhesives / paste shall be used for Perfect Binding / Wrapper pasting.	
	<b>RATE FOR PLATE MAKING (PER PLATE) Computer to Plate (CTP) Excluding GST</b>	
23	1.For 58.5 x 91 cm / 58 x 84 cm / 65 x 86 cm / 61 x 90 cm CTP	360.00
24	2.For 67 x 94 cm / 63 x 91 cm / 63.5 x 91 cm – CTP	360.00
25	3.For 51 x 71 cm – CTP	340.00
	<b>Note:</b>	
	1) Plate making charges will be given up to 10,000 copies and less 2) Additional plate making charges will be allowed for fraction forme i.e., 4 & 8 pages	
	<b>TRANSPORT CHARGES (Above 30 KMs)</b>	
26	For Print Order quantity of above 2,000 copies: Distance above 30 Km – up to 800 km. Rate per Tonne per KM	6.00
27	For Print Order quantity of 2,000 & below copies only: Distance above 30 Km – up to 800 km. Rate per Kg. per KM	0.10

Item No.	Descriptions	Rate Rs. P.
	<b>RATES FOR PRINTING CARDS (270 GSM to 300 GSM) - RATES FOR ART PAPER CARD PRINTING, CUTTING (INTO BITS), COLLATING CHARGES</b>	
28	Printing rate per 1000 impressions per colour (CMYK) per side inclusive of Black Ink as a component colour (270 GSM to 300 GSM Board) for Board of size 58.5 x 91 cm / 61 x 90 cm	135.00
29	Printing rate per 1000 impressions per colour (CMYK) per side inclusive of Black ink as a component colour for ART paper (90 GSM –120 GSM) of size 63.5 x 91cm / 58.5 x 91 cm.	145.00
30	Rate for cutting into bits for 1000 boards (cutting into bits may vary from 2 cards to 20 cards per board)	40.00
31	Rate for collating per set (per set may vary from 4 cards to 30 cards)	50.00
	<b>Note:</b>	
	<ol style="list-style-type: none"> <li>1) For Printing, Rates should be inclusive of plate making charges for above 10,000 copies.</li> <li>2) Plate making charges for orders below 10,000 copies will be given by TNTB&amp;ESC.</li> <li>3) In case of orders below 1,000 copies, the printing rates for 1,000 copies will be allowed.</li> <li>4) Rate for cutting into bits may vary from 2 cards to 20 cards as per board, which includes bundling with jute twine or strap packing with own 90 GSM plain kraft paper, printing of labels in his own paper and pasting of printed labels on the two sides of the bundle.</li> </ol>	