

**GOVERNMENT OF PUNJAB**  
**EXCISE & TAXATION DEPARTMENT**

1.0 The department of Excise & Taxation, Punjab intends to affix Hologram/Excise adhesive Labels with certain security marks & feature on liquor bottle. (Country Liquor & Indian Made Foreign Liquor). The average **monthly** requirement of such Hologram/Excise Adhesive Labels would be approximately 5 crores w.e.f 01-7-2013 to 31-03-2014. Tenders are invited from the interested parties who are eligible as per the eligibility criteria given in the Tender Form for the supply of these Hologram/Excise Adhesive Labels. The tender form can be procured from the office of the undersigned at Bhupindera Road, Near 22 No. Phatak, Patiala on payment of a non-refundable amount of Rs. 1000/- on any working day between 9.00 A.M. to 5.00 P.M. The tender form can be downloaded also from the departmental website [www.pextax.com](http://www.pextax.com) from 29-04-2013 onwards. The payment of the price of the downloaded tender form can be deposited at the time of submission of the tender form in the shape of DD in favour of Excise & Taxation Commissioner, Punjab payable at Patiala.

2.0 The interested parties may please note that this tender shall be finalized through a two bid process ---Technical bid and financial bid. The technical bid shall be evaluated by a Tender Evaluation Committee and the financial bid of only those firms shall be considered which have secured 80% in the Technical bid.

3.0 The interested parties with required experience and material may send their offer bids with complete details quoting price per Hologram/Excise Adhesive Labels in sealed cover. The tenders/bids are to be submitted to DETC (D) in the office of Excise & Taxation Commissioner, Bhupindera Road, Near 22 No. Phatak, Patiala on or before **14-05-2013** by 5.00 P.M. For further details please contact:-

**Deputy Excise & Taxation Commissioner (Distilleries),**  
**Punjab.**  
**Mobile No. 099150-20023**

4.0 The following dates and time may be noted by interested parties/firms.

<b>Sr. No.</b>	<b>Subject</b>	<b>Date and Time</b>
1.	Last date for submission of tender document in office of DETC(D)	14-05-2013 5.00 P.M.
2.	Evaluation of Pre-qualification criteria	21- 05-2013 11.00 A.M.
3.	Evaluation of Technical bid and declaration of bids eligible for financial bid.	28-0 5-2013 11.00 A.M.
4.	Evaluation of financial bid and declaration of L-1.	28-05-2013 4.00 P.M.
5.	Awarding of contract.	28-05-2013 5.00 P.M.

5.0 The changes & modifications with respect to dates/conditions in tender documents etc can be seen on departmental website i.e. [www.pextax.com](http://www.pextax.com)

**Excise & Taxation Commissioner,  
Punjab.**

**Excise & Taxation Department**  
Government of Punjab

**TENDER FOR PRINTING AND SUPPLY OF  
HOLOGRAM & EXCISE ADHESIVE LABELS**

**TENDER DOCUMENTS**

---

Address : Office of the Excise & Taxation Commissioner, Bhupindra Road, Patiala

**Excise & Taxation Department**  
Government of Punjab

Address : Office of the Excise & Taxation Commissioner, Bhupindra Road, Patiala

Tender No: /01/EAL/TENDER/2013-14

DATE: 01.03.2013

**TENDER NOTIFICATION****SUB: TENDER FOR PRINTING AND SUPPLY OF EXCISE ADHESIVE LABELS**

Tenders are invited under **Two covers bid system** from reputed Security printer who are empanelled by IBA with facility of Web Offset, Intaglio and Hologram Security features with computerized variable data printing facilities as per the specifications in the tender for printing and supply of Excise Adhesive labels.

Interested tenderers may download tender documents from [www.pextax.com](http://www.pextax.com) from the date of publication .

The Tender Inviting Authority has the right to accept or reject any or all the tenders without assigning any reasons thereon.

Sd/-

Excise & Taxation Commissioner  
Tender Inviting Authority

**Excise & Taxation Department**  
Government of Punjab

Address : Office of the Excise & Taxation Commissioner, Bhupindra Road, Patiala

---

The Excise & Taxation Department of Punjab is controlling and monitoring the liquor sales in State of Punjab with a view to provide genuine liquor at reasonable rates to the public and also to raise resources for the development of the State. The department is looking for various security measures to prevent sale of spurious and duplicate, illicit liquor in the State in order to augment the revenue and also to ensure sale of genuine liquor to the common people. After studying the various steps taken by other States, the Excise and Taxation Department, Punjab considered affixing high security labels to the liquor bottles as one of the measures to achieve its objectives. Accordingly the department decided to introduce security labels with Intaglio and Hologram security feature in the excise labels.

### **TENDER DETAILS**

1	TENDER NO: ECD/01/EAL/TENDER/2013-14	Dated:
2	LAST DATE FOR SUBMISSION OF TENDER	
3	LAST DATE OF OPENING TENDER AND TECHNICAL BID	
4	EARNEST MONEY DEPOSIT (EMD)	Rs.5,00,000/- (Interest free)

---

Address : Office of the Excise & Taxation Commissioner, Bhupindra Road, Patiala

## **TENDER NOTICE**

### **I INVITATION OF TENDER**

Tenders are invited under **two cover bid system** from reputed security printer who are empanelled by IBA with facility of Web Offset, Intaglio and Hologram security features with computerized variable data printing facilities as per specification in the tender for printing and supply of Excise Adhesive labels as per the specification in the tender.

## **II DUE DATE AND TIME**

The Tenders should be submitted at Head office, Office of Excise and Taxation Commissioner, Patiala

## **III TWO COVER SYSTEMS**

The tender should be submitted along with details of EMD, Technical bid and Financial bid.

## **IV TECHNICAL BID**

The Technical bid should be submitted in cover-A along with the following information about the tenderer as per **Annexure-I** namely:-

1. Experience and past performance in the execution of Excise labels;
2. Capabilities with respect to personnel, equipment and manufacturing facilities;
3. Financial status and capacity;
4. Balance Sheet and Profit & Loss Account for the past three years i.e. 2009-10, 2010-11 and 2011-12
5. Information regarding pre-qualification condition of 2 to 6.
6. Any other information considered relevant
7. Terms and conditions of tender duly signed and stamped in all pages.
8. Details of the tender duly signed and stamped.(as per ANNEXURE 1)
9. Earnest Money Deposit
10. All requirement and necessary supporting documents as mentioned in the terms and conditions of the tender.
11. Specimen Excise labels (100 Nos.) including all the security features or marks as mentioned in the Technical document.
12. The tenderer should also submit three different art works duly incorporating all security features/marks as mentioned in tender document along with the technical. The bid without the sample labels will be rejected.

## **V FINANCIAL BID**

The Financial Bid is as per **Annexure-II** and should be submitted in Cover-B. Both cover-A and Cover-B must be inserted in cover-C mentioning the tender document number and bidder's name.

## **VI EVALUATION & SELECTION PROCEDURE :**

1.All the bids shall be evaluated as per the prequalification criteria mentioned in Table 1 of the Tender

2. Only those bids that fulfill Pre-qualification criteria shall be considered for Technical evaluation.

3. The Technical evaluation shall be done in two parts:

a) Technical evaluation of Specimen for Security features: The specimen supplied by the bidder along with Technical bid shall be evaluated by the Technical evaluation committee for the security measures/marks mentioned in Tender Document. This evaluation shall be as per Annexure III and only those bids whose specimen have all the security features shall be considered for the further technical and financial evaluation

b) Technical evaluation criteria: The technical bids shall be evaluated as per criteria mentioned in Annexure IV. The commercial/financial bids of only those bids would be considered who secure atleast 80 % marks in the technical evaluation criteria.

c) A bidder is said to be technically qualified only when he has successfully fulfilled the criteria under both (a) and ( b) mentioned above. The Financial bid of technically qualified bidders will be opened on the day of the Financial bid opening. TENDERER who quotes the lowest rates for the label would be considered as **L1**. The successful tenderer shall give an undertaking to supply the material on the terms and conditions of the Tender.

## **VII PRE-QUALIFICATION CONDITIONS FOR THE BID**

Taking into consideration, the size and importance of the Contract, the following criteria shall be met by the Printer who intends to participate in the TENDER

1. The TENDERER should be a security printer having multicolour web offset, Intaglio printing machines, hologram and computerized variable data printing machine and other required machinery for printing and supply of security label.
2. The TENDERER should be empanelled by Indian Banks Association (IBA) to print MICR security instrument **(copy of the letter issued by IB)**.
3. The TENDERER should have previous experience of the immediately preceding last three years in printing and supplying of security items like Bank cheques/Demand drafts/ certificate of Deposit/ lottery tickets etc **(documentary proof should be provided)**.
4. The TENDERER should have experience in Printing and Supply of Excise Security Labels with for at least one State Government **(necessary document of proof should be provided)**.
5. The TENDERER should have a net worth of not less than Rs.25 crore (Capital+Reserves) as on 31-03-2012.**(Certificate from Chartered Accountant should be provided)**.
6. The TENDERER should have executed Printing and Supply of High security documents in one single work order of not less than Rs. 2.00 crores with security features of Intaglio, Hologram, thermo chromic, invisible security features to any state or central government or Foreign nation during the last 1 year. **( necessary document of proof should be provided)**.
7. The TENDERER firm should not be black listed from any State/Central Government departments/PSUs/ Banks during the last 5 years
8. The TENDERER should have an annual turnover of not less then Rs.50 crores per year for the year 2009-2010, 2010-2011, 2011-2012. (Audited Balance Sheet and Profit & Loss Account duly certified by the **Company Auditor should be provided**).
9. The TENDERER should produce a good performance certificate from the State Government for which it has printed and supplied excise security label.
10. The TENDERER should have the machineries as per list mentioned in Table 1.
11. The TENDERER should be a ISO 9001-2000 Company/Unit.

12. Inspection of the security press of the Tenderer may be carried out by a team of officers appointed by the Excise & Taxation Commissioner, Punjab. The team shall verify and satisfy themselves regarding the availability of required machineries/space etc. at their premises to print the security aspects/excise labels as per the terms and conditions stated in the tender document. Furnishing of false information would disqualify the tenderer.
13. The TENDERER shall not supply the Excise Adhesive labels approved by the Excise Commissioner, Punjab to anybody else except to the Department of Excise & Taxation. The Tenderer shall not have any link with the Distributor or the retail liquor trader in the State of Punjab. In case of any breach of this condition, the contract shall be liable to be cancelled and further penalty shall be imposed. The Excise & Taxation Commissioner, Punjab shall decide the amount of penalty depending on the gravity of breach of terms and conditions of the contract depending on their revenue implications.
14. The Excise & Taxation Department shall disqualify the Tenderer who fails to meet one or more of the pre-qualification conditions mentioned above. The financial Bid of the tenderer who has been disqualified will not be opened. The decision of the Excise & Taxation Commissioner in this regard is final.
15. No conditional tender shall be accepted.

**TABLE 1: CRITERIA FOR PRE-QUALIFICATION**

<b>Sr. no</b>	<b>Pre-Qualification criteria</b>	<b>Supporting documents</b>	<b>Compliance (Yes/No)</b>
<b>1</b>	The tenderer should be registered in India under the companies act 1956	Certificate of incorporation/ Registration	
<b>2</b>	The tenderer should be empanelled by Indian Banks Association (IBA) to print security instruments.	Copy of the letter issued by IBA to be enclosed.	
<b>3</b>	The tenderer should have an annual turnover of not less than Rs.50 crores per year for the year 2009-2010, 2010-2011 and 2011-2012.	Audited Balance Sheet and Profit & Loss Account duly certified by the Company Auditor shall be uploaded.	
<b>4</b>	The tenderer should have experience in printing & supply of paper based excise adhesive labels to at least 1 State Excise and Taxation Department during the last 3 years.	Work order issued by government department along with satisfactory performance certificate.	
<b>5</b>	The tenderer Should not have been	Affidavit to be enclosed	

	blacklisted by any government department/government body/PSU during the last 5 years		
6	The tenderer should have net worth of not less than Rs.50 crore as on 31-03-2012	Certificate from Chartered Accountant to be enclosed.	
7	Tenderer should have infrastructure to produce 5 to 6 crore excise adhesive labels as per the specifications of the tender. (As per below list).	Invoices of all machineries.	
8	Tenderer should have executed printing & supply of high security documents in one single work order of not less than Rs.2 crore with security feature of intaglio, hologram, thermo chromic, invisible features to any state or central government during the last 1 year.	Work order & certificate from client	

### LIST OF MACHINERIES

Sr. No.	Criteria	Documents required	Compliance Yes/NO )
	Capability & infrastructure		
1	8 color web printing machines, pre-press facility & computer to plate making.	Invoices	
2	Ink jet printing for check digit, serial numbering & bar-coding machines.	Invoices	
3	Hologram manufacturing facility. Electroforming, embossing, coating, slitting, hot stamping.	Invoices	
4	Web Intaglio printing machines and also Intaglio Plate Making facility.	Invoices	
5	Machinery for roll making and inspection.	Invoices	

The department reserves the right to visit any or all of the short-listed bidders for a physical verification of stated capacities and capabilities. Discrepancy between stated capacity/capabilities and site verification shall result in immediate disqualification.

## VIII TERMS AND CONDITIONS FOR PRINTING OF EXCISE LABELS

**THE JOB OF PRINTING AND SUPPLY OF EXCISE LABELS BY THE SECURITY PRINTER IS HEREBY REFERRED TO IN THIS TENDER AS PRINTER/ BIDDER/ TENDERER.**

### 1. NATURE OF PRINTING AND PRINTING FACILITY

- a) The Excise and Taxation Department, Punjab intends to engage reputed/experienced private security printer with Web offset printing, Hologram and Intaglio printing facilities with computer variable data printer who are empanelled by RBI/ IBA as Security Printer.
- b) The successful TENDERER shall print and supply Excise Adhesive Labels within 30 days from the date of receipt of acceptance under the specified terms and conditions which shall be executed in the form of an agreement as per the format to be provided.
- c) Printing of Guilloche design, Intaglio, Intaglio Rub Mark, Intaglio Micro Lettering, Intaglio Latent Image, Deputy Excise & Taxation Commissioner(D)'s signature, State Govt. logo, Invisible Printing, 3 letter prefix, month/year, affixing the hologram and the details of quantity have to be carried out on the base material at the printer's premises.
- d) The TENDERER should develop software system for complete tracking of labels from issue of labels to the distillery by the Head office, Patiala to issue of liquor retail shops . The tenderer should provide installation of the software and training to the personnel as well as the required hardware facility at Excise & Taxation department. Further, the application should provide verification
  - i). Through Track & Trace Application
  - ii). Through Web
  - iii). Through SMS

### 2. SPECIFICATIONS OF LABEL

#### a. Size of the Label:

15 mm(width) x 75 mm

#### b. Quality of Raw Materials:

- (i) Base Paper – White Maplitho of 75 GSM; with minimum of 3 fibres by using invisible UV Ink through printing process
- (ii) Tear strength of paper – 2 to 2.25 lbs/ inch
- (iii) Hotmelt adhesive – 20 GSM from reputed make having ISO Certification.
- (iv) The release paper of silicon coated glassine paper of 60 GSM
- (v) Shelf life of atleast 1 year

**c. Quantity**

Quantity required would be around 5 crore labels per month. However no minimum quantity is guaranteed.

d. Labels should be in sheet or roll form or as per the requirement of the Excise & Taxation Department.

**e. Colour**

Adhesive Labels are to be printed in 5 different colors as prescribed by the Excise & Taxation Department.

**3. PRINTING PROCESS:**

- a) Machineries should be capable of printing the labels in sheet form or roll form with matter in single colour or multi colours.
- b) High end security features like Guilloche design, Intaglio, Intaglio Rub Mark, Intaglio Micro lettering, Intaglio Latent Image, Govt. of Punjab logo, Signature of the Commissioner and 3 letter prefix, month/year, affixing the hologram and details of quantity are to be printed at the premises of the printer.
- c) 10 digits serial number, 3 digits check numbers, 2D Bar code and 2 digits code for distillery/bottling plant or L1A shall be printed with computerized variable data printing machine in the premises of the printer.
- d) The size/location of the security features are as per desire of the Excise and Taxation Department, Punjab.
- e) The security features should be printed in such a manner that duplication of labels should not be easily done and should not be economically feasible.
- f) Die Punching (Half Cut) shall be done to enable the distilleries to peel out the Excise labels manually from the release paper without any difficulty.
- g) 2D Bar Code shall contain the variable data of the same 10 digits serial numbers of the label and it shall be machine readable from the distillery level to the end user level.
- h) The printer shall maintain the highest standard of ethics in the printing and delivery of labels.
- i) The printer shall maintain highest security of the printing procedure.
- j) The printers shall be responsible for any acts of commissions and omissions done by the staff or the employees and such other persons engaged by the printer for working in the security press.

**4. SECURITY DEPOSIT**

The successful tenderer shall furnish a security deposit of Rs.30 lakhs within 10 days. However in lieu to security deposit the TENDERER may deposit Rs.15 lakhs

by way of crossed Demand Draft payable at Patiala drawn on any Nationalized/ Scheduled Bank in favour of Excise & Taxation Commissioner, Patiala and Rs.15 lakhs irrevocable Bank guarantee from Nationalized/Scheduled Bank within ten days from the date of acceptance of the tender. The above deposit shall not carry any interest.

#### 5. **EARNEST MONEY DEPOSIT**

The Tenderer should deposit Earnest money of Rs 5 (Five) Lakhs in the form of Demand Draft in the name of Excise and Taxation Commissioner, Punjab.

#### 6. **INFORMATION FROM THE TENDERER**

Excise labels are very high security items and as good as currency notes and to ensure the above, the following information should be given by the tenderer,

- a) Experience and past performance in the printing and supply of security items i.e, Cheques or Bank Drafts or Excise Labels or Lottery Tickets etc during the year 2009-10, 2010-11, 2011-12 with the value of contract executed.
- b) Capability of the tenderer in respect of personnel, equipment and printing facilities (Annexure-I)

1.	No. of employees (technical, skilled & unskilled)
2.	Details of machines used for pre- press, printing, binding and numbering machine/equipment etc.
3.	Particulars of their factory or workshop including location and machinery installed therein with the capacity of production of excise labels.
4.	The copy of the Board Resolution authorizing the person to sign the Tender.
5.	Balance Sheet & Profit and Loss account for the past 3 years i.e. 2009-10, 2010-11 and 2011-12
6.	Income Tax Registration No. and last 3 years returns filed (copies to be enclosed)
7.	VAT/Sales Tax No. and last latest 3 years returns filed.(copy to be enclosed)
8.	Service Tax Registration Number.(copy to be enclosed)
9.	Central Excise Registration Number(copy to be enclosed)
10.	Copy of the Registration certificates/licences obtained from Department of Labour under various Acts/Rules.
11.	Copy of the certificate/letter for having registered / approved / empanelled with Reserve Bank of India/ Indian Bank Association.

#### 7. **SECURITY MARKS AND FEATURES:**

##### a. **Guilloche Design**

A drawing composed of multiple laced thin curved lines that cross each other in a complex fashion. The shape of the lines is determined by mathematical formula.

##### b. **Intaglio**

- The document should hold a "Banknote type printing" also referred to as cylinder-Intaglio printing. This overt security feature must be difficult to counterfeit or simulate, and should be easily recognizable as genuine in minimum time and without the need of an additional device.

- Security design printed using cylinder intaglio printing will consist of fine , inter oven line structures that form a perfectly registered harmonic picture. In order to reassure the highest safety possible, this pattern has to be the result of the one process in which both the visible as well as the tactile aspect has to be achieved. In order to establish this, the image should be formed by etching or engraving into a metal surface. These incisions will transfer ink with a high viscosity (\*) with a very high pressure to the substrate( 7500 to 15000 PSI), thus forming the raised printing image.
- This printed feature should not only produce tonal effects by altering line widths and /or dot dimensions but also by altering the height of the print. The printed image will have a height varying from 10µm to 100 µm.
- (\*) Viscosity is the resistance to the internal friction between molecules. Some liquids like water have a low viscosity as opposed to other liquids like intaglio ink that have a high viscosity and therefore can have a dimensional build up.

**c) Intaglio Rub Mark**

In order to prevent the fraudulent production of the document, the Security Design should be produced using an oil based ink, thus preventing the complete oxidation of the ink in order to allow a rub mark as a secondary proof of authenticity.

**d) Micro Lettering:**

The documents will hold microscopic letters(Character height of 15-150 µm or 0.5-6 mil) by using “Banknote type printing” also referred to as Cylinder-Intaglio Printing.

**e) Intaglio Latent Image:**

At least one Latent Image formed as the result of the raised and tactile nature of the Intaglio technique should be included in the document. This element, when viewed straight on should reveal only the initial design but when viewed at the eye level in a horizontal position against a source of light a second image should be revealed just as it is used in the Indian National Currency. It is a security feature based on the optical effect under light produced by a special arrangement of lines printed by intaglio technique. The picture becomes visible only when the Indian National Currency is held at the eye level in a horizontal position against a source of light.

**f)** Labels to be supplied with quality self adhesive paper, touch feel and Punjab Government logo.

**g) 10 Digits Serial Number**

The excise labels should be numbered as specified by the Excise and Taxation Department, Punjab and 10 or more digits sequential numbers with month and year to be generated through electronic mode.

**h) 2D Barcode**

The 2D Barcode shall contain resolution of 300x600 DPI for machine reading. It shall contain variable data details of 10 or more digits unique sequential serial numbers.

**i) Check Digit**

Three digit check numbers to be generated out of 10 digits serial numbers of the same label through software by using mathematical formula. These 3 digit check numbers are to be printed on the label by using computerized variable data printing machine.

**j) Invisible printing**

An Image/signature or word which is printed with Invisible printing technique, is not visible to the naked eye unless it is exposed to Ultra Violet Light to make it visible.

**k). Hologram**

Hologram Master type: High Security Dotmatrix

A. Type of Hologram : Hot Stamping

B. Size of Hologram : 15mm x 15mm

C. Place of Hologram : As directed by the Excise and Taxation Department, Punjab

D. Features in Hologram : Overt Feature:

4. Concealed Animated effect, 5. Multi Channel Effect, 6. 2D/3D Effect, 7, Animated Image

Covert Feature:

8. Micro text 9. Laser Viewable Concealed Image 10  
Washed Raster Image Or any other feature as decided by the  
Excise & taxation department

**L). Security cut**

Security Cuts in the form of small rectangle should be provided at center of the labels for better affixation on the substrate and to make sure that the label is completely damaged in the event of trying to remove it from its original position.

**m)** Separate colours in hologram and labels are to be adopted for PML,IMFL QTS,NIPS and Pints and all other items or as per desire of Excise and Taxation Department

**o) Thermochromic Printing**

Thermochromic printing produces a colour change effect when exposed to heat and returns to their original colour upon cooling. Verification of authentic documents can be done simply by adding heat placing from a finger over the image area.

**p) Coin reactive Ink:**

An image or a word printed will be invisible to the naked eye unless it is rubbed with the edge of a coin to reveal the hidden image or word in black color. In this technique the invisible image or word will also glow when exposed under Ultra Violet Black Light, which is an added security.

**q) Security taggent :**

The Excise Adhesive Label should have a Security Taggant, which when read through an electronic reader will confirm the authenticity of the EAL through the electronic reader. When detector is held against printed area, a light must be activated on the detector and high pitched BEEP/SOUND must be produced

#### **8. BINDING AND PACKING**

The labels are to be packed in boxes as per requirements of the Excise and Taxation Department, Punjab in sheet or roll wrapped up in a polythene cover and neatly packed in a corrugated/cartons box for easy handling. The printer should repeatedly check each and every label to avoid any defects and mistakes.

#### **9. DELIVERY SCHEDULE**

The requirement of Hologram/Excise Adhesive Label will be about 5 crores per month and as such the delivery period be accordingly taking into consideration 15 days stock requirement. The rates should be quoted f.o.r basis at Head office of Excise and taxation Department, Patiala.

#### **10. PAYMENT TERMS**

No advance payment shall be made towards supply of labels. The distilleries shall make the payments at the time of purchasing the label in the form of demand draft and the Excise and Taxation Department, Punjab shall approve the same and forward it to the printer. However, the payment will be made on submission of the bills subject to inspection and verification of labels so delivered.

#### **11. LIABILITY OF THE PRINTING PRESS**

The printer shall be responsible for the correct printing, designing and numbering on the labels and security measures in the labels and no scope shall be left behind for pilferage, leakage, forgery, imitation, tampering and cheating etc., In case labels are found to be defective and not as per specification or is of inferior quality, the cost of such labels shall be deducted from the amount payable to them besides recovering loss to the exchequer.

#### **12. SECURITY PROVISION**

The printer is fully responsible for maintaining tight security arrangements at the press premises as prescribed by RBI/IBA for security printing press and shall be totally responsible for the security of the labels from the time of printing till it is actually delivered to the authorized person/institution.

The printer shall have a separate section for printing of base materials for the labels where the aforesaid work should be exclusively undertaken under strict supervision and secrecy should be maintained. The section should be fully secured, the entrance should be kept barred and entry of outsiders and other employees of the printers should be prohibited during the printing of the base material. Only workers of good record of service and integrity should be posted to work in the aforesaid printing section. The Bio data and photographs of these workers with residential address should be furnished to the department. No material should be allowed to be taken outside by anybody without scrutiny by the officer in charge of the section or such other person designated by the Excise and Taxation Department, Punjab.

The printer shall obtain appropriate insurance policies to insure the label against any loss due to fire, theft, riots, pilferage or other reasons while in their custody or while in transit until they reach the desired destination and are taken possession of by the authorized person of the Excise and Taxation Department, Punjab.

The Excise and Taxation Department, Punjab will inspect as and when it is required and also depute any of the staff to check or supervise the printing of labels.

### **13. FAILURE AND PENALTY**

- In case the printer fails to comply and fulfill the conditions of the agreement and /or defaults in printing the labels as per the approved structure or fails to deliver the labels within the stipulated time as per the agreement. The Excise & Taxation Commissioner., shall be at liberty to issue a show cause notice to the printer and get the labels printed from other available sources at the risk and cost of the defaulting printer. If the printer fails to compensate the loss, the Excise Commissioner has liberty to forfeit the security deposit in addition to taking the recourse of the process of law.
- Due to non availability of specified paper or due to any other reasons whatsoever the printing of labels is held up, the Excise Commissioner in consultation with the printer may make alternative arrangements for the specified labels. This shall be without it being detriment to the interest of the printer or the Government. In case the printer undertakes printing of labels in a less GSM or lower quality paper other than the specified one, it is treated as breach of agreement.

### **14. DESTRUCTION OF PRINTING MATERIALS**

- After the printing is over, all the plates shall immediately be scraped in the presence of officials of Excise and Taxation Department, Punjab. The printed waste labels, spoilage, defective sheets shall be reconciled to the paper account and shall be destroyed by burning in the presence of the representative of the Excise and Taxation Department, Punjab.
- The printers shall not sublet the work allotted to him to other press or subsidiary press. The action of sub-letting the work assigned would be considered as breach of agreement by the printer.

### **15. OTHER CONDITIONS**

Excise & Taxation Department reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever. The successful tenderer shall come forward to sign an agreement upon his appointment as the printer of Excise Labels within a week. Failure to do so, his bid will be rejected and the EMD will be forfeited.

### **16. VALIDITY OF TENDER**

This tender is valid for an initial period of 2 (Two ) years and may be extendable to one more year. The final discretion to decide the same will be with the Excise and Taxation Commissioner, Punjab.

### **17. OTHERS**

- A. In case of any dispute and on all matters un-provided for, the decision of the Excise & Taxation Commissioner shall be final and binding.
- B. Only the Judicial Courts within the Corporation limits of Patiala shall have legal jurisdiction over any dispute relating to this contract.
- C. Tenderer may give a certificate that he has read the Tender document and terms and conditions.

**18. TERMINATION OF AGREEMENT**

The Excise & Taxation Department may terminate the agreement after giving notice of one month for breach of any of the terms and conditions of the agreement.

If the Government decides to stop procuring and affixing labels on bottles and passes an order to that effect, or if the Government decides to pass such order the agreement for printing of labels automatically stands cancelled from the date of such order. The printer will not be entitled for any compensation whatsoever.

“ I have read all the above terms and conditions and I abide by the same”.

Place :.

Signature and seal of the Tenderer

Date :

Name :

Address :

**ANNEXURE-I****TECHNICAL BID****TENDER FORM FOR PRINTING EXCISE ADHESIVE LABELS**

1.	Name and Address of the Tenderer	
	a) Registered Office b) Administrative Office c) Factory	
2.	Phone / Mobile No. a) Office b) Factory c) Email address:	
3.	Nature of Constitution of Tenderer (Whether Individual, Partnership Firm or Company Registered under Companies Act) Enclose Certificate	
4.	Name and addresses of the proprietor/ Partners/Directors	
5.	Name of authorized signatory with the support of Resolution copy Phone No. Fax No.	
6.	Details of Machinery (Enclose separate sheet if necessary)	
7.	Alternative arrangement available to cope with power and machinery breakdown.	
8.	Level of Technical Supervision with no. of qualified Technical staff and skilled/unskilled staff	
9.	Details of Registration No (copy enclosed) a) Sales Tax (State & Central) b) Income Tax c) Service Tax d) Central Excise	
10.	Details of Capacity per day a) Printing	

	b) Die cutting c) Numbering	
11.	Past Experience & Performance of similar contract(Documentary proof)	
12.	Security items/Excise labels specimen samples with incorporation of all security features/marks as mentioned in the Clause-7 of tender document.	

Signature and seal of the Tenderer

**ANNEXURE-II****FINANCIAL BID****TENDER FORM FOR PRINTING EXCISE ADHESIVE LABELS**

Certified that our F.O.R. (as per the tender) rate for Hologram and Excise Adhesive Labels per unit according to the specification given in the tender form is \_\_\_\_\_ paise. This includes packing charges and any other charges & all other taxes, levies, cesses duties etc. These rates are valid upto 31.03.2015

Signature and seal of the Tenderer

**Annexure III. TECHNICAL EVALUATION OF SECURITY FEATURES IN THE SPECIMEN**

Sl. No.	Criteria	To be filled by technical evaluation team (Yes/No)
<b>Security features of Specimen EAL (YES/NO)</b>		
1.1	Guilloche Pattern	
1.2	Gradient Effect	
1.3	Invisible Printing with U.V Ink	
1.4	Thermochromic Ink	
1.5	Coin reactive ink	
1.6	Visible Fluorescent Ink	
1.7	Intaglio micro printing	
1.8	Intaglio latent image (Letter P )	
1.9	Intaglio rub mark	
1.10	Intaglio raised effect	
1.11	Security taggent	
<b>Hologram Security Features</b>		
2.1	Guilloche Pattern	
2.2	Kinetic Effect	
2.3	Gradient Effect	
2.4	Pearl effect	
2.5	Concealed Animated effect	
2.6	Multi Channel Effect	
2.7	2D/3D Effect	
2.8	Micro text	
2.9	Laser Viewable Concealed Image	
2.10	Washed Raster Image	

**Annexure IV: TECHNICAL EVALUATION CRITERIA**

Sl. No.	Criteria	Max. Marks	Marks	To be filled by technical evaluation team
<b>1</b>	<b>Past experience of the firm</b>	75		
<b>1.1</b>	Number of years experience in printing & supply of paper based excise adhesive labels. 1-3 years:5 Marks 4-6 yrs : 8 Marks > 6 years :10 marks		10	
<b>1.2</b>	Turnover in printing & supply of excise adhesive labels during the last financial year in India. (7 marks for every Rs. 3 crore turnover)		20	
<b>1.3</b>	Experience in printing & supply of paper based excise adhesive labels to Excise & Taxation Departments in India during the last 3 years. (10 marks for each state)		20	

<b>1.4</b>	Printing & supply of security documents to State/Central governments. ( 3 marks for each contract )		25	
<b>2</b>	Presentation for Track & Trace solution	25		
	<b>Total Marks</b>	<b>100</b>		
<b>Selection Process:</b>				
<ul style="list-style-type: none"> <li>To qualify for the financial bid the bidder should get 80 marks in the Technical evaluation criteria</li> </ul>				