Government of Odisha
Department of Tourism & Culture
(Tourism)

No. 7454 / TSM, Bhubaneswar, dt. 09.08.17
T.TSP-II (F)-81/2017

EXPRESSION OF INTEREST (EOI)
Tourist Maps for Odisha Tourism

Department of Tourism, Government of Odisha invites EoI from interested Printing Agencies/ Firms having requisite expertise in printing of Maps and similar works for printing of Odisha Tourism Maps. Interested applicants are requested to submit their EoI on or before 23rd August 2017, 15:00 Hrs. For details, refer to the website http://www.odishatourism.gov.in/?q=tender.

Director & Addl. Secretary to Govt.
EXPRESSION OF INTEREST (EOI)

FOR

PRINTING OF TOURIST MAPS
FOR ODISHA TOURISM

Department of Tourism
Government of Odisha
Paryatan Bhawan, Lewis Road
Bhubaneswar - 751014
Government of Odisha
Department of Tourism & Culture
(Tourism)

Expression of Interest (EoI) for Printing of Tourist Maps of Odisha Tourism

1. OVERVIEW

The Department of Tourism, Government of Odisha participates in various Tourism Fairs & Travel Exhibitions in the key markets of India and overseas to effectively promote the rich heritage, culture, tradition and tourism potentials of the state with an objective is to increase the domestic and international tourist arrivals to the state. The Department of Tourism invites EoI from interested printing firms/agencies for designing and printing of Tourism Maps of Odisha. The maps will highlight tourist places, important landmark areas, rail, air and road network in the state and places of tourist interest.

2. INTRODUCTION

The printing agencies shall have at least 10 years of experience with a proven track record of printing of high quality maps for Government or private agencies campaigns especially for production of maps in Tourism and Hospitality Sector.

A. Tourism Map of Odisha:

Scope of the work: Odisha Tourist Map
Folders (GIS Maps) of Multi Folds Folder
Closed size : 140 x 215 mm
Open size : 430 x 560 mm
Printing : Multi-colour offset
Paper : 90 GSM Art Paper
Folding : 8 Folds
Quantity : 1,00,000 No’s.
B. **Tourism Map of Bhubaneswar:**

- Scope of the work: Odisha Tourist Map
- Folders (GIS Maps) of Multi Folds Folder
- Closed size: 140 x 215 mm
- Open size: 430 x 560 mm
- Printing: Multi-colour offset
- Paper: 90 GSM Art Paper
- Folding: 8 Folds
- Quantity: 1,00,000 No's

C. **Tourism Map of Golden Triangle:** Puri-Bhubaneswar-Konark

- Scope of the work: Odisha Tourist Map
- Folders (GIS Maps) of Multi Folds Folder
- Closed size: 140 x 215 mm
- Open size: 430 x 560 mm
- Printing: Multi-colour offset
- Paper: 90 GSM Art Paper
- Folding: 8 Folds
- Quantity: 1,00,000 No's

D. **Tourism Map of Diamond Triangle:** Ratnagiri-Lalitgiri-Udayagiri

- Scope of the work: Odisha Tourist Map
- Folders (GIS Maps) of Multi Folds Folder
- Closed size: 140 x 215 mm
- Open size: 430 x 560 mm
- Printing: Multi-colour offset
- Paper: 90 GSM Art Paper
- Folding: 8 Folds
- Quantity: 1,00,000 No's

3. **ELIGIBILITY CRITERIA**

a. The applicant should have experience of designing, editing, and printing of high quality tourism maps for tourism purposes.

b. The agency should have an annual turnover of not below Rs. 100.00 lakh in each of the last 3 years.
4. SCOPE OF WORK

The scope of work shall include:
Conceptualization and designing of tourism maps subject to overall supervision and control by DoT, the scope of services to be provided will include:
a. Designing, editing and printing of high quality tourism maps for Odisha Tourism.
b. Addition / Alteration of text, image and cover page, redesigning of the maps, if any found to be necessary.
c. The details of Financial Bid are given at Annexure – B which should be sealed properly.

5. GUIDELINES FOR SUBMISSION:

Interested eligible publishing / printing houses may submit required documents as detailed in the Guidelines for submission as given below.

The Bid should contain the following documents in two packets.

Packet – I (Technical Bid Packet)
a. Profile & Track Record of the company.
b. Proof in regard to points pertaining to eligibility specified above.
c. Details of previous experience in designing and printing of maps with specification and quantity.
d. Audited Financial Statements for last 3 financial years.
e. Photocopy of PAN Card issued by Income Tax Department.
f. Photocopy of GST Registration.
g. Details of job of similar nature undertaken earlier with samples of Maps /and similar publications printed / published.
h. Sample of Paper and lay out copy shall be submitted along with the tender.
i. The financial bid should be inclusive of all taxes and should be quoted in Indian Rupees (INR) only.
j. Submit EMD amounting to Rs. 20,000/- (Twenty Thousand only) in shape of Bank Demand Draft in favour of Director, Tourism and payable at any Nationalized Bank in Bhubaneswar.
k. The EMD is refundable to the unsuccessful bidders shall be refunded within 7 days of opening of the bid and that of successful bidder shall be refunded upon receipt of Performance Security.
Packet – II (Financial Bid Packet)

Packet II should contain details of financial quote of the bidder. The Financial Bid should contain the cost of designing the Maps, paper, printing, finishing, packaging and door delivery at Tourism Department, Bhubaneswar. Taxes as applicable should be indicated separately. The bidders are required to provide a lump-sum quote for providing the above referred services as per financial bid at Annexure – B.

Both the Packet I & II, containing required document should be properly sealed.

Packet-I should be superscribed as “Packet – I – Technical Bid for Printing of Odisha Tourism Maps” and the packet should carry the due date for submission along with the name, address, telephone number., email address of the agency.

Packet-II should be superscribed as “Packet – II – Financial Bid for Printing of Odisha Tourism Maps” and the packet should carry the due date for submission along with the name, address, telephone number., email address of the agency.

Both the sealed packets (I & II) should be put in big cover (Outer cover) sealed and superscribed as “Technical & Financial Bid for Printing of Odisha Tourism Maps” and the outer cover should carry the date of submission along with the name, address, telephone number., email address of the agency.

The Outer Cover containing the bids should be addressed to the Director Tourism, department of Tourism, Paryatan Bhawan, Bhubaneswar, PIN-751014 and should be submitted on or before 3 PM on 23.08.2017

6. SELECTION PROCESS

Only those Agencies which qualify the Technical Qualification as per Annexure – A i.e will be considered for further evaluation of their financial bids. Bids of the ineligible agencies in technical stage shall not be opened under any circumstances.
The final selection will be made on the basis of financial quotes submitted by the bidder. The technically qualified agency quoting the Lowest Price (L1) shall be selected.

7. **OTHER IMPORTANT INFORMATION:**

   a. Period of validity of the tender shall be 31st March 2018. DoT reserves the right to accept the tender either in full or in part. Conditional bids will be rejected outright without assigning any reason whatsoever.
   b. DoT reserves the right to summarily reject any offer received from any agency on any considerations without any intimation to the bidder.
   c. DoT reserves the right to hold or withdraw the process to modify the terms under intimation to the applicants who bid for the contract.

8. **PERFORMANCE SECURITY:**

   The Selected Agency shall submit a Performance Security for an amount of 10% of the value of the assignment for one year in the form of an account payee Demand Draft / Bank Guarantee infavour of Director, Tourism, Odisha. The Model Bank Guarantee is at Annexure – C. The performance security shall remain valid for a period of 60 days beyond the date of completion of the contractual obligation.

**ADDITIONAL INFORMATION:**

   i. Conditional bids will be rejected outright.

   ii. Insurance including transit insurance will be arranged by the Agency.

   iii. **Liquidated Damages:** In the event of Agency’s failure to complete the work within the specified time. The Department of Tourism may, without prejudice to his any other rights hereunder, recover from the supplier, as Liquidated Damages, the sum of 5% of the contract price.

   iv. **Termination by default:** Department of Tourism, Government of Odisha reserves the right to reject, cancel and terminate any offer without assigning any reason thereof.

   v. **Risk-Purchase Clause:** If the Agency after submission of the tender and on the acceptance of the same fails to abide by the terms and conditions of the Tender Document or fails to complete the work within the specified time or at any time repudiates the contract. The Department of Tourism will have the right to:
a) Terminate the contract of the agency with the Department of Tourism and further blacklist the agency.
b) Invoke the Performance Security Deposit.
c) In case of completion through alternate sources and if price is higher, the agency will pay the balance payment to the Department of Tourism.
d) For all purposes, the Work Order issued by the Department of Tourism will be considered as formal contract.

vi) **Arbitration:** Provisions of Arbitration Act 1996 & 2002 will be applicable and venue of arbitration will be Bhubaneswar, Odisha.

vii) **Jurisdiction:** Bhubaneswar, Odisha.

Interested Printing Agencies / Firms having requisite expertise in printing of maps and similar works can submit their offer by post in sealed envelope to the Director Tourism, Department of Tourism, Govt. of Odisha, Paryatan Bhawan, Lewis Road, Bhubaneswar-751014 latest by **3.00 pm** dated **23.08.2017**.

Director, Tourism  
Paryatan Bhawan, Orissa  
Bhubaneswar-751014
## TECHNICAL BIDS

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Particulars</th>
<th>Remark / Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Profile and Track Record of the Company</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Details of previous experience in designing &amp; printing of tourism maps (Pl. submit copies of relevant Work orders)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Audited Financial statements for last 3 financial years</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Photocopy of PAN card issued by Income Tax Department</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Photocopy of Service Tax / GST Registration</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Please Submit EMD amounting to Rs. 20,000/- (Twenty Thousand) only in shape of bank Demand Draft drawn in favour of Director Tourism, Odisha.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Pl. submit a copy of sample paper and lay out copy</td>
<td></td>
</tr>
</tbody>
</table>

Signature of the Bidder
### FINANCIAL BIDS

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the Maps</th>
<th>Quantity</th>
<th>Amount Quoted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tourist Map of Odisha</td>
<td>1 lakh</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Tourist Map of Bhubaneswar</td>
<td>1 lakh</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Tourist Map of Golden Triangle (Bhubaneswar – Puri – Konark)</td>
<td>1 lakh</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Tourist Map of Diamond Triangle (Ratnagiri – Lalitgiri - Udayagiri)</td>
<td>1 lakh</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fees are exclusive of taxes</td>
<td></td>
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</tr>
</tbody>
</table>

Signature of the Bidder
Model Bank Guarantee Format for Performance Security
[Ref. Para 22(0)]

To

The Governor of Odisha

WHEREAS _______________________________________________ (name and
address of the agency (hereinafter called "the agency") has undertaken, in pursuance of
contract no. ____________ dated ____________ to supply ____________ (description of goods
and services) (herein referred to as "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall
furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the
sum specified therein as security for compliance with its obligations in accordance with the
contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee:

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you,
on behalf of the supplier, up to a total of ____________ (amount of the guarantee in words and figures), and we
undertake to pay you, upon your first written demand declaring the supplier to be in default
under the contract 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 or the sum specified therein.

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

We further agree that no change or addition to or other modification of the terms of
the contract to be performed thereunder or of any of the contract documents which may be
made between you and the supplier 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 until the ___ day of ________, 20___.

Our _________________ branch at _________________* (Name & Address
of the _________________* branch) is liable to pay the guaranteed amount depending on the filing
of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at
our _________________* branch a written claim or demand and received by us at our
_______________* branch on or before ____________ otherwise bank shall be discharged of all
liabilities under this guarantee thereafter.

______________________________________________
(Signature of the authorized officer of the Bank)

______________________________________________
Name and designation of the officer

______________________________________________
Seal, name & address of the Bank and address of the Branch

* Preferably at the headquarters of the authority competent to sanction the expenditure for
purchase of goods or at the concerned district headquarters or the State headquarters.