

Minutes of the Pre-bid meeting held on 10 July 2013
in connection with Expression of Interest (EOI)
For Reprinting, Binding and Supplying of NBT Publications
on outsourcing basis

A Pre-bid meeting was held on 10 July 2013 in the conference hall of the Trust in connection with Expression of Interest (EOI) for Reprinting, Binding and Supplying of NBT Publications on outsourcing basis. The following members of the Publication Production Committee were present to give brief on the EOI and to clarify the doubts, (if any) of interested bidders.

Smt. Farida M Nayak, JD (A&F)
Sh Satish Kumar, JD (Prod)
Sh H M Rizvi, Manager (S&M)
Dr Baldev Singh, CE&JD
Sh Debu Sarkar, DD(Art)
Smt. Madhu Gupta, DD(C&F)
Sh. S R Veenesh, AD(Prod)
Sh Tarun Davey, AD (Prod)
Sh V K Bharti, CPO, ICAR- Outside expert
Sh Vinod Meena, Joint Director, Publication Division. - Outside expert

The representatives of the following bidders attended the meeting;

1. Repro India
2. Sterling Publishers
3. Star Print O Bind
4. Dee Kay Printers
5. Impress Offset
6. Eminent Offset
7. J.J Offset
8. A.P India
9. India Offset Press
10. M.P Printers
11. Shivam Offset
12. Shagun Offset
13. Leotaus Media
14. B.K Mishra (Press name not provided in the attendance sheet)
15. Pushpak Press
16. Universal Offset
17. Utility Forms
18. Thomson Press
19. Royal Offset Printers
20. D.K Fine Art Press

First of all, the Joint Director (Production) welcomed all the committee members and the present bidders. After the introduction session, JDP briefed about the publishing activities of the NBT. Thereafter, it was informed by the PPC that NBT publishes large number of publications in English, Hindi and other regional languages. Presently, all the books under the publishing programme and against orders are got printed through the enlisted offset printers at approved schedule of rates and this will continue. With a view to expedite the job of printing of books against expected bulk orders, EOI has been floated. The books of required quantity are to be supplied with proper packing at Vasant Kunj as per the specified time schedule. The requisite paper to be used for printing of text, cover and illustrations are to be arranged by the interested printers.

Thereafter, the present bidders were asked to raise their queries to be replied by the members of the committee. The points raised by the bidders and clarifications of PPC are as under:

Query: One of the representatives asked to reduce the Annual turnover of the interested bidders from Rs. 10 crores to 2-3 crores per year.

NBT's Reply: The committee replied that since the EOI has been published, it is not possible to consider change in the annual turnover at this stage and NBT will wait for the response of the bidders. In case of not getting the sufficient number of bids, then the EOI could be re-advertised with change in the annual turnover of the press.

Query: Representative from India Offset Press requested to keep the criteria of Image setter as optional instead of mandatory. Few other bidders present in the meeting were also of the same view.

NBT's Reply: It was informed that NBT publishes books in Hindi and other regional languages involving various type fonts and characters in the text matter. In view of the fact that the image setters are not being manufactured now, the availability of image setter with the printers shall be taken as optional. However, if any printing unit has more number of machines or machines with high technology above the minimum criteria will be welcomed.

Query: One representative from J J offset printers desired to know the time for the release of payment by NBT after the complete bulk stock is delivered.

NBT's Reply: The committee replied that the payment shall tentatively be released within a period of one month subject to complete lot of books with the desired quality and in the given time schedule are supplied at the sales godown and completion of other formalities.

Query: One representative wanted to know about the course of action if there are any short supplies against the ordered quantity.

NBT's Reply: It was informed that normally NBT is supposed to supply exact number of copies of all books to deliver the books in sets to the various government agencies and schools, etc. Therefore, in majority of the cases, the printers are supposed to supply the books exactly as per the ordered quantities. However, for the orders, where this condition is not mandatory, the payment shall be released accordingly, besides imposing some penalty for short supply.

Query: One Representative wanted to know, will any advance payment be released by the NBT at the time of placing order.

NBT's Reply: It was informed that as per the norms of the government of India, NBT is supposed to take 110% in the shape of bank guarantee, etc. against the advance amount from the party. There were no counter remarks from the bidders.

Query: One Representative desired to know the reasons for having web offset as one of the criteria and wanted to know if NBT ever printed any publications by web.

NBT's Reply: It was informed that NBT is getting print books on sheet fed offset machines due to limited print run. The criteria of web offset is optional and has been kept with a view to have wider response to the EOI. NBT does not have any objection if some printer print the book on web offset with the desired quality.

Query: It was desired to know whether the financial bid shall be called on the basis of per unit or per page.

NBT's Reply: It was informed that the issue shall be discussed with the successful short listed bidders and appropriate decision shall be taken thereafter.

Query: It was desired to know whether the assignment of job of printing of books shall be given to a single unit or number of units.

NBT's Reply: It was informed that the assignment of job of printing of books shall be given considering the volume of work and dead line of the order.

The bidders were finally asked to submit their applications as per the dead line mentioned in the EOI. Thereafter, the NBT will short list the applications on the basis of the eligibility criteria. The results would be uploaded on the NBT website as well as intimation to the successful bidders through e-mail or phone for presentation 3 August 2013.

The pre-bid meeting ended with thanks to the bidders.