

## GOVERNMENT OF TELANGANA

Mahatma Gandhi National Rural  
Employment Guarantee Scheme-  
Telangana



### TENDER

For

**Identification of Agency for “Printing and Supply of Mahatma Gandhi NREGA –Job card Booklets with variable data printing including transportation to the Mandal point”**

**under Mahatma Gandhi NREGA**

**for Panchayat Raj & Rural Development Dept.**

**April 2021**

Issued By:

**Commissioner Panchayat Raj& Rural Development-Telangana**

H.No.03-06-120, CPR&RE Building, Urdu Hall Lane, Himayat Nagar, Hyderabad – 29

Ph. No.040-23226653/23225700, Email ID: egs.telangana@gmail.com

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**GOVERNMENT OF TELANGANA****COMMISSIONER PANCHAYATI RAJ & RURAL DEVELOPMENT**

H.No.03-06-120, CPR&amp;RE Building, Urdu Hall Lane, Himayat Nagar, Hyderabad – 29

Ph. No.040-23226653/23225700, Email ID: egs.telangana@gmail.com

**T.Doc. No. 315688 /CRD-EGS/S/1/1/2021-SPMs,****Dt. 19 .04. 2021****NOTICE INVITING e-TENDERS****Identification of Agency for “Printing and Supply of Mahatma Gandhi NREGA -Job card Booklets with variable data printing including Transportation to the mandal point”**

The Commissioner, Panchayat Raj & Rural Development, Govt. of Telangana invites offer(s) for “**Printing and Supply of ‘Mahatma Gandhi NREGA-Job card booklets with variable data printing (in Telugu) including Transportation to mandal point’**” under Mahatma Gandhi NREGA from reputed Printers with proven track record in similar type of activity as per the terms and conditions prescribed by the department in the bid document, and as per the sizes, specifications and quantities mentioned in the schedule.

Estimated quantity of Job card Booklets to be printed is 35,00,000 (Thirty-five lakhs approximately)

The details of work/ items are here under:

1. Bids should be submitted only on e-Procurement Website – <https://tender.telangana.gov.in>.
2. EMD should be valid for 90 days from the date of opening of bids.
3. Commissioner PR&RD, Telangana, reserves the right to accept or reject any bid without assigning any reasons thereof and to add, modify or delete any of the terms and conditions without any prior notice.
4. Conditional bids are not acceptable and are liable for rejection.
5. Bidders are advised to study this tender document along with Corrigendum (if any) carefully before submitting their proposals.

<b>I. Tender Schedule</b>		
1	Department Name	PANCHAYAT RAJ & RURAL DEVELOPMENT, TELANGANA
2	Tender Number	e-Tender No. 315688/CRD-EGS/S/1/1/2021-SPMs, Dt.19. 04.2021
3	Tender Category	Products
4	EMD	Rs. 3.00 lakh (Three lakhs), by way of DD drawn in favour of Commissioner Rural Development Hyderabad, on any nationalized bank payable at Hyderabad.
5	Cost of Tender Document/Process Fee	Rs. 5000/- (Rupees Five Thousand only) in the form of DD drawn in favour of “Commissioner Rural Development Hyderabad” of any Nationalized Bank payable at Hyderabad (Non-Refundable).

6	Bid Calling Date	On e-procurement market place <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a> <b>19.04.2021 from 8.00 PM</b>
7	Date and time of Submission of online bid	<b>From 19 .04.2021,8.00 PM to 03 .05. 2021, 5.00 PM</b>
8	Bid Submission	Online
9	Schedule Sale Closing Date	<b>03.05.2021, 3.00 PM</b>
10	Bid Submission- Hard copies	The following documents are to be submitted physically to O/o Commissioner, Panchayat Raj & Rural Development before <b>5.00 PM on 03.05.2021</b> - 1. Process fee DD of Rs.5000/- (Rupees Five thousand), 2. EMD DD of Rs. 3.00 lakh (Rupees Three lakhs), 3. Previous Work Sample Papers and sample papers as per specifications mentioned in the e-Tender) of bid which were uploaded online
11	Bid validity	90 days from the date of opening of the Bid
12	Pre - bid meeting	<b>26.04.2021 11.00 AM</b> at O/o Commissioner, Panchayat Raj & Rural Development, H.No.03-06-120, CPR&RE Building, Urdu Hall Lane, Himayat Nagar, Hyderabad – 29
13	Pre-Qualification/ Technical Bid Opening Date (Qualification and Eligibility Stage)	<b>04.05.2021, 02.00 PM</b>
14	Technical Specifications Bid Opening Date (Technical Bid Stage)	<b>05.05.2021, 02:00:PM</b>
15	Price Bid Opening Date (Financial Bid Stage)	<b>10.05.2021, 3:00:PM</b>
16	Place of Tender opening	O/o. Commissioner, PR&RD Dept., H.No.03-06-120, CPR&RE Building, Urdu Hall Lane, Himayat Nagar, Hyderabad– 29, Ph. No. 040-23226653, 23225700, Email: <a href="mailto:egs.telangana@gmail.com">egs.telangana@gmail.com</a>
17	Eligibility Criteria	As per the Tender Document

## II. Detailed Scope of work:

The Scope of the work will be “Printing, supplying and delivery at mandal point of approximately 35 lakh Job cards within period of 60 days from the date of award of contract.

S. No.	Details of item of work(s)	Pages	Quantity Nos.
1.	Printing and Supply of Mahatma Gandhi NREGA- Job card booklets with variable data printing including Transportation to the Mandal level	56 pages (4 cover +52 Inner)	35,00,000 approximately (Thirty-Five Lakhs)

**A. Specifications:**

1. Specifications of Job card are as follows

S.No	Item	Specification
1	Total No. of Pages	56 Pages (4 Cover + 52 Inner Pages)
2	Size	A5 (Closed size 5.8X8.3 inches (148mm X 210mm)–Open size 11.7X8.3 inches- (297mm X 210mm)
3	Job card Booklet title	4 Pages cover with 300 GSM foreign card with multi color printing with variable data printing on front title page and front inner page, and Title glass lamination single side with 15 Microns.
4	Inner Pages	52 Pages on 90 GSM Map litho with single color (with 85% brightness)
5	Binding	Centre Pinning (2 SS Pins)
6	Printing	a. Variable data multi colour printing on front title page and front inner. b. Two colour bands “one is Royal Blue and Second one is Green” c. Multicolor printing on back title and back inner. d. Single colour printing in all inner pages.
7	QR Code Printing	Printing of dynamic QR-code on each Jobcard Booklet that will embed all the details of the Jobcard holder. The contents of QR code will be the 18 digits of household Jobcard Number.

**B. Delivery procedure:**

1. Delivery should be made at MPDOs Office (as shown in annexure-III) for all the Gram Panchayats in the Mandal. Jobcards of each Gram panchayat should be packed in bundles of 50. Separate bundle for fraction of less than 50 Jobcards. Each bundle should be labelled as below;

<b><u>Mahatma Gandhi NREGA – Telangana -Jobcards -2021-2026</u></b>	
1. <b><u>District Name:</u></b>	2. <b><u>Mandal name:</u></b>
3. <b><u>Gram Panchayat Name:</u></b>	
4. <b><u>Total No.of Jobcards:</u></b>	
5. <b><u>Total Bundles in the GP:</u></b>	
6. <b><u>Bundle Series From:</u></b>	<b><u>To:</u></b>
7. <b><u>Bundle Serial number:</u></b>	<b><u>of</u></b>

2. Acknowledgement of delivery should be obtained from the Mandal level authorities and Officials of Mahatma Gandhi NREGA. The names and contact numbers of the Mandal level officials will be furnished to the successful bidder.
3. Printing Agency shall maintain and provide a district wise, Mandal wise and GP wise report of the progress of printing and delivery every Friday by 12 noon from the date of award of contract to Commissioner PR&RD.

**C. Timelines/Completion period:**

1. Period of completion of work is within 45 days of work order. The work shall be completed in all respects and should be delivered within the stipulated days from the date of issuing the work order.

A	Submission of 1 <sup>st</sup> draft of Sample Jobcard Booklet	Within three (3) days from award of contract
B	Submission of final Version of Jobcard Booklet	Within two (2) days of receipt of corrected version of the draft
C	Printing and delivery of job cards	Within forty days of receipt of the approved final version

**D. About Jobcard booklet:**

1. Every household residing in any rural area is entitled to a Jobcard which contains the names of all adult members of the household so that they can demand and receive work. The Jobcard is a key document that records job seekers' entitlements under Mahatma Gandhi NREGA. It contains the updated details of work demanded and received; wages paid etc. For this reason, it is extremely important that an updated Jobcard is available with the household at all times.
2. As per Mahatma Gandhi NREGAct Schedule –II Para 3 “The Jobcard issued shall be valid for at least five years after which, it may be renewed after due verification”
3. Telangana state has printed Job cards in 2016-17 and completed 5 years of validity by 2020-21. As per Act State need to print new Job cards for Active households for the period of 2021-22 to 2025-26.

**E. Roles and Responsibilities of stakeholders:**

**I. Role of Department:**

1. Issue of Lol to the identified printing agency.
2. Contract signing with successful bidder.
3. The Department shall provide the designed draft copy of “Mahatma Gandhi NREGA - Jobcard booklet”.
4. The selected Agency shall have to design the ‘Mahatma Gandhi NREGA -Jobcard booklet’ with variable data printing title page and front inner page as per the specifications prescribed. The master data will be provided by the Dept in the format of Xls (Excel File) separate folder for each Gram Panchayat, in Mandal wise and Dist wise folder as shown in Annexure -IV.
5. Nominating an Officer to liaise with the identified Printing Agency on a single-point contact basis during the implementation of the project.
6. The inspection teams from Rural Development will visit the bidder’s printing place for verification of machinery and human capacity to Evaluate the agency if necessary.
7. Checking and approving the quality parameters/ standards of the work.
8. Accepting & certifying the deliverables of the identified agency as per tender conditions.
9. Release of payment to the successful bidder as per the tender conditions.

**II. Role of Bidder:**

1. Bidder should have online system for data receiving from Commissioner PR&RD office. The data will be shared only through SFTP .
2. Procurement & Maintenance of sufficient stock of papers & other material for printing & supply of Jobcard Booklet as per the terms specified by the department.
3. Setting up of Infrastructure for printing & delivery of Jobcard booklets.
4. Adhering to the instructions/guidelines issued from time to time by Commissioner PR&RD for the said project.
5. High Quality and long duration printing. The information should be visible for next 5 years.
6. The Jobcard Booklets are to be printed in such a way that it reflects all the information clearly and without any smudge or blurry characters. In case of any faulty printing, the vendor has to reprint the Jobcard Booklets without any extra cost.
7. Maintaining a record of number of Jobcard Booklets printed and dispatched and submission of acknowledgements to Department.
8. Submission of MIS reports (Every Friday at 12.00 Noon) on the, Jobcard booklets printed and delivered/pending delivery as per timelines.
9. Ensure proper mechanism to check the quality of the books being printed.

10. Engage adequate manpower to facilitate printing, binding and Prompt delivery of the Jobcard booklets to the MPDO Offices.
11. Printing of Jobcard booklets without any errors
12. Ensure that the timelines for printing of complete requirement given is followed up

**F. Quality Inspection:**

1. Commissioner PR&RD /Tender committee or its representatives shall have the right to inspect the work at the location where printing is carried on to check the confirmation to the Contract specifications.
2. The bidder shall arrange necessary systems, people and equipment for such inspections.

**G. Quality Self authorised undertaking for every part payment of Jobcard & Quality Check:**

1. Successful Bidder should submit a self-authorized Undertaking on its letter head along with a report that all the specifications of Jobcard booklets in the tender document are met and the same can be verified by any Government nominated certifying agency.
2. The undertaking should be submitted for each part payment of Jobcard booklets delivered.
3. Successful bidder shall also get a sample of three Jobcards tested at MSME testing centre, Hyderabad for quality assurance purpose and submit the test report in original along with the above undertaking while claiming each part payment.

**H. Payments:**

1. No advance payment will be paid by the Dept, Payment will be released only after it is ensured that the items are in order and the quantity of the items supplied is to the entire satisfaction of the Commissioner, PR&RD.
2. The sizes, specifications & quantities as per format finalized and communicated under each item of work as mentioned in the schedule should be adhered and any non-fulfilment will be liable for rejection and does not qualify for any payment.
3. Payment of the amount shall be done only through online. The selected agency has to furnish details of the bank account. Following bank account details of the Agency shall be submitted for the purpose of payments towards work done – (a) Name of account (b) Account No: (c) Bank name (d) Branch address (e) IFSC code no. (f) any other relevant details.
4. **The successful bidder will be eligible to receive part payment, a maximum of three times during the execution of work. The first payment can be claimed after completion of delivery to all mandals in any 10 Districts. The second and subsequent part payments can be claimed after completion of delivery to all mandals of 11 Districts each. Each part payment shall be for 90% of the invoice value.**
5. The payment to Printing Agency of every part payment shall be made after receiving the quality check report from **MSME** Testing station, Hyderabad. In case the report is found to be negative, another sample of Jobcards from same districts will be sent for quality check. If this report is Positive then the payment will be released. In case, the second report is also negative, payment will not be made and the entire batch shall be reprinted by the Printing Agency at no additional cost. Commissioner PR&RD may also consider forfeiting the PBG, cancelling the contract and even black listing.
6. **Balance 10% of the payment shall be paid after completion of printing and delivery of Jobcard Booklets to all 540 Mandal offices in the state and completion of quality check.**
7. All payments shall be made only upon production and submission of acknowledgements duly signed by the mandal level authorised officer and consolidated acknowledgement by the DRDOs/ Addl DPCs at the District level.
8. **Income tax as applicable will be recovered at source before making payment from running bills and the same will be remitted to concerned income tax authority.**



**III. Bidders Eligibility (During Last 3 Years- 2017-18, 2018-19, 2019-20):**

S.No.	Particulars	Documents to be submitted
1	Bidder must be a company registered under the Indian Company's Act operational for more than 5 years and must be in the business of variable data printing as on bid calling date. Should have valid PAN/TAN and be registered with GSTIN Authorities.	<ol style="list-style-type: none"> <li>1. RoC Details</li> <li>2. Copy PAN /TAN</li> <li>3. Copy GSTIN</li> </ol>
2	<b>Financial Turnover:</b> The bidder should have minimum <b>turnover of at least Rs. 8.00 Cr (Rupees Eight Crores)</b> in area of printing in each year for last three (3) financial years. The year wise audited Balance Sheet should be enclosed.	<ol style="list-style-type: none"> <li>1. Balance Sheets Audited by a Certified Chartered Accountant by the bidder.</li> <li>2. CA Certificate for Positive Net worth.</li> </ol>
3	<b>Past Experience:</b> The bidder shall have experience of executing <b>at least of Rs.1.00 Crore of core printing operations during each of the financial years</b> of 2017-2018, 2018-19 and 2019-20 with any state /central Govt Dept/bank/universities /PSUs in India as on Bid calling date.	<ol style="list-style-type: none"> <li>1. Work order copy/ Agreement Copy</li> <li>2. Satisfactory performance report/ work completion report signed by the Client.</li> <li>3. Atleast three (3) old supply orders copies to be enclosed</li> </ol>
4	<b>Infrastructure Availability per daily printing capacity</b> – required infrastructure consisting of high-end Variable Data printing equipment with printing capacity of minimum 10,000 Jobcard booklets per day must be available for immediate use.	<ol style="list-style-type: none"> <li>1. Signed Undertaking on bidder's letterhead with details of infrastructure available (Equipment, make &amp; model, quantity &amp; Technicians).</li> </ol> <p><b>Declaration of Printing Capacity as per Format in Tender.</b></p> <p><i>"This is very important. If any shortfall is noticed in per day production, the contract will be cancelled. EMD and PBG will be forfeited. Bidders are requested to Evaluate their printing ability before bidding".</i></p>
5	<b>Non-Blacklist:</b> Bidder should not be blacklisted or entangled in legal disputes /Notice issues with Central/any State Govt. Organization / PSUs at the time of submission of the Bid. Should not have defaulted on any bank/ institution' loans and payment of statutory dues of liabilities in the past.	<ol style="list-style-type: none"> <li>1. Self Undertaking in the prescribed format</li> <li>2. Company Secretary or Statutory Auditors Certificate</li> </ol>
6	<b>Local Office:</b> Bidder should have a local Office in the state of Telangana	<ol style="list-style-type: none"> <li>1. Signed on bidder's letterhead with details of office address and Responsible Person contact details.</li> </ol>

**IV. Procedure for Bid Submission:**

1	Procedure for Bid Submission	<p>The bidder shall submit his response through Bid submission to the tender on eProcurement platform at <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a> by following the procedure given below. The bidder would be required to register on the e-procurement market place <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a> and submit their bids online. Offline bids will not be entertained by the Tender Inviting Authority for the tenders published in eProcurement platform.</p> <p>The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids and other certificate/documents in the eProcurement web site. The bidder shall sign, scan and upload the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity. The bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.</p> <p>Registration with eProcurement platform: For registration and online bid submission bidders may contact HELP DESK. <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a></p> <p>1. Digital Certificate authentication: The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement platform.</p> <p><b><u>For obtaining Digital Signature Certificate, you may please Contact:</u></b></p> <p style="text-align: center;">Telangana State Technology Services Limited 2nd Floor, HACA Bhavan, Hyderabad-500022 (OR)</p> <p>You may please Contact Registration Authorities of any Certifying Authorities in India. The lists of CAs are available by clicking the link "<a href="https://tender.telangana.gov.in/DigitalCertificate/signature.html">https://tender.telangana.gov.in/DigitalCertificate/signature.html</a>"</p> <p>2. The participating bidders in the tender can register themselves free of cost on e-procurement platform in the website - <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a>. Bidders can log-in to e-procurement platform in Secure mode only by signing with the Digital certificates. The bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats. The bidders should scan and upload the respective documents in Pre-Qualification and Technical bid documentation as detailed in herein including EMD. The bidders shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity. The rates should be quoted online only. All the quoted price should be in Indian Rupees only.</p>
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		<p>3. Hard copies:</p> <ul style="list-style-type: none"> <li>i. Vide ref. G.O.Ms.No.174, I&amp;CAD dept dated:1-9-2008, submission of original hard copies of the uploaded scanned copies of DD/PBG towards EMD by participating bidders to the tender inviting authority before the opening of the price bid is dispensed forthwith except those mentioned <b>at item 10 of I - Tender Schedule above</b></li> <li>ii. All the bidders shall invariably upload the scanned copies of DD/PBG in eProcurement system and this will be the primary requirement to consider the bid responsive.</li> <li>iii. The department shall carry out the technical evaluation solely based on the uploaded certificates/documents, in the eProcurement system and open the price bids of the responsive bidders.</li> <li>iv. The department will notify the successful bidder for submission of original hardcopies of all the uploaded documents prior to entering into agreement.</li> <li>v. The successful bidder shall invariably furnish the original PBG towards Security Deposit, Certificates/Documents of the uploaded scan copies to the Tender Inviting Authority before entering into agreement, either personally or through courier or post and the receipt of the same within the stipulated date shall be the responsibility of the successful bidder. The department will not take any responsibility for any delay in receipt/non-receipt of original PBG towards security deposit, Certificates/Documents from the successful bidder before the stipulated time. On receipt of documents, the department shall ensure the genuinity of the PBG towards security deposit and all other certificates/documents uploaded by the bidder in eProcurement system. In support of the qualification criteria before concluding the agreement.</li> </ul> <p>4. The GO. Ms. No. 174 -I&amp;CAD dated: 1-9-2008 Deactivation of Bidders If any successful bidder fails to submit the original hard copies of uploaded certificates/documents, DD/PBG towards EMD within stipulated time or if any variation is noticed between the uploaded documents and the hardcopies submitted by the bidder, as the successful bidder will be suspended from participating in the tenders on eProcurement platform for a period of 3 years. The eProcurement system would deactivate the user ID of such defaulting bidder based on the trigger/recommendation by the Tender Inviting Authority in the system. Besides this, the department shall invoke all processes of law including criminal prosecution of such defaulting bidder as an act of extreme deterrence to avoid delays in the tender process for execution of the development schemes taken up by the government. Other conditions as per tender document are applicable. The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority a proof of Hardcopies submission to avoid any discrepancy.</p> <p>5. Payment of Transaction Fee: It is mandatory for all the participant bidders who submits the bids have to pay an amount @ 0.03% of their final bid value from to electronically pay a Non-refundable Transaction fee to M/s. TSTS, the service provider</p>
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		<p>through "Payment Gateway Service on E-Procurement platform". The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any bank and Direct Debit facility/Net Banking of ICICI Bank, HDFC, Axis Bank to facilitate the transaction. This is in compliance as per G.O.Ms. 13 dated 05.07.2006. A service tax is applicable as levied + Bank charges on the transaction amount payable to TSTS shall be applicable.</p> <p>6. Corpus Fund: As per GO MS No.4, Dt 17.02.2005 User departments shall collect 0.04% of ECV (estimated contract value) with a cap of Rs.10,000 (Rupees ten thousand only) for all works with ECV up to Rs.50 Crores, and Rs.25,000/- (Rupees twenty-five thousand only) for works with ECV above Rs.50 Crores, from successful bidders on eProcurement platform before entering into agreement / issue of purchase orders, towards eProcurement fund in favour of Managing Director, TSTS. There shall not be any charge towards eProcurement fund in case of works, goods and services with ECV less than and up to Rs. 10 lakhs</p> <p>7. Tender Document: The bidder is requested to download the tender document and read all the terms and conditions mentioned in the tender Document and seek clarification if any from the Tender Inviting Authority. Any offline bid submission clause in the tender document could be neglected. The bidder has to keep track of any changes by viewing the Addendum/Corrigenda issued by the Tender Inviting Authority on time-to-time basis in the E-Procurement platform. The Department calling for tenders shall not be responsible for any claims/problems arising out of this.</p> <p>8. Bid submission: On Line Bidders are requested to submit the bids after issue of minutes of the pre bid meeting duly considering the changes made if any, during the pre bid meeting. Bidders are totally responsible for incorporating/ complying the changes/ amendments issued if any during pre bid meeting in their bid.</p> <p>9. Bid Submission Acknowledgement: The bidder shall complete all the processes and steps required for Bid submission. The system will generate an acknowledgement with a unique bid submission number after completing all the prescribed steps and processes by the bidder. Users may also note that the bids for which an acknowledgement is not generated by the e-procurement system are treated as invalid or not saved in the system. Such invalid bids are not made available to the Tender Inviting Authority for processing the bids. The Government of Telangana is not responsible for incomplete bid submission by users.</p>
2	Other conditions	<p>1. After uploading the documents, the original Demand Drafts in respect of EMD (except the Price bid/ offer/ break-up of taxes) are to be submitted by the bidder to Department. Failure to furnish will be entitled in rejection of the bid. The TSTS/Department shall not hold any risk on account of postal delay. Similarly, if any of the certificates, documents, etc., furnished by the Bidder are found to be false/ fabricated/ bogus, the bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the Bid Security will be forfeited.</p> <p>2. User Dept will not hold any risk and responsibility regulating non-visibility</p>

		<p>of the scanned and uploaded documents.</p> <p>3. The Documents that are uploaded online on e-procurement will only be considered for Bid Evaluation. However, the bidding authority, at any point of tendering process, may request the bidders to submit the Physical documents as uploaded in e-procurement portal for clarifications.</p> <p>4. Important Notice to Contractors, Suppliers and Department users (i) In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No.13 dated 05.07.2006 permitting integration of electronic Payment Gateway of ICICI/ HDFC/ Axis Banks with e-Procurement platform, which provides a facility to participating suppliers/ contractors to electronically pay the transaction fee online using their credit cards.</p>
3	How to apply	<ul style="list-style-type: none"> <li>Click <a href="https://tender.telangana.gov.in">https://tender.telangana.gov.in</a> to download e-Procurement notification</li> <li>Read the complete document, carefully</li> <li>Price Bid shall be submitted online only</li> </ul> <p>The system will generate an acknowledgement with a unique offer submission number on successful completion of the above process.</p>
4	General Terms & Conditions	As per the tender document

**Note:**

- Consortium Bidding /Subcontract in any form is not permitted.
- No Representations on Evaluation is acceptable. Evaluation Committee's decision will be final.
- Bidder shall not have conflict of interest that may affect the bidding process or the bidder (the "Conflict of Interest"). Any applicant found to have a Conflict of Interest shall be disqualified.
- Commissioner PR&RD reserves the right in considering/not considering the bids.

**V: Bidding Procedure:**

	<p>The bidder shall submit (3) proposals – Pre-Qualification proposal, Technical Qualification Proposal and Financial Proposal as per Appendices on e-procurement portal. The bidder should upload all the ink signed required formats and documents as mentioned in the tender document. The Evaluation Committee reserves the right to seek clarification from bidders on the bid (if required) and may disqualify the bidder for mistakes and non-submission of clarifications/gap documents.</p> <p>Forms with relevant supporting documents to be submitted:</p> <p>Technical Bid Proposal - Schedule "A"</p> <ol style="list-style-type: none"> <li>General Information of the Bidder – <b>Form Q#1</b></li> <li>Local Office Details- <b>Form Q#2</b></li> <li>Financial Turnover – <b>Form Q#3</b></li> <li>Past Experience details– <b>Form Q#4</b></li> <li>Non-Blacklisting Self Declaration Certificate – <b>Form Q#5</b></li> <li>Details on availability of infrastructure for printing of Jobcard booklets - <b>Form Q#6</b></li> <li>Undertaking on Printing capacity Per day - <b>Form Q#7</b></li> <li>Undertaking on the Daily Printing Capacity – <b>Form Q#8</b></li> <li>EMD.</li> <li>Technical proposal on Project Scope, Understanding of the project: <ol style="list-style-type: none"> <li>Project execution plan</li> <li>Daily production of Printing Capacity as per the requirement--Approach</li> </ol> </li> </ol>
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	<ul style="list-style-type: none"> <li>c Data Security Methodology and Plan.</li> <li>d Issues and Risks in the implementation of the Project.</li> <li>e Infrastructure required and available</li> <li>f Team Structure Proposed for the period</li> <li>g Exit Management Plan</li> </ul> <p>xi. Any other additional item relevant to the project.</p> <p>xii. Financial Proposal Cost Break-up - Schedule "B"</p> <p>xiii. Any other documents, if any</p>
<b>VI. Overall Bid Evaluation Process:</b>	
	<ul style="list-style-type: none"> <li>a. 3 Stage Evaluation i.e., Pre-Qualification-Stage-1, Technical Qualification-Stage-2, Commercial Evaluation- Stage -3.</li> <li>b. Tender Evaluation &amp; Finalization is by a Committee Constituted by Commissioner PR&amp;RD.</li> <li>c. Stage-1 Qualified bidders are only eligible for opening of Technical Qualification Proposals-Stage-2.</li> <li>d. Stage-2 Qualified bidders are only eligible for opening of Commercial Bids-Stage-3</li> <li>e. The overall Evaluation shall be based on Least Cost method i.e. L1 quote received.</li> <li>f. Bids received will be arranged from Lowest Cost (L1) to highest cost.</li> <li>g. The bidder with the L1 commercial quote will only be considered for Award of Contract and will be issued Lol. The rates will remain fixed for the period of contract.</li> <li>h. The successful bidder will be required to Print &amp; deliver Jobcard booklets for an estimated quantity of '35,00,000'(approximately).</li> </ul> <p><b>Disqualification of Bids:</b></p> <p>The Evaluation Committee may at its sole discretion, disqualify any bidder who has submitted the tender after the prescribed date and time, made misleading or false representations in proof of the eligibility requirements or has a record of poor performance or being involved in legal litigation/Notices or financial failures, submit more than one bid/conditional bid etc.</p>
<b>VII. General Terms &amp; Conditions:</b>	
	<ul style="list-style-type: none"> <li>A. <b>Term of Contract</b> – Valid for 6 months from the date of award of Contract. Contract is extendable with successful bidder on need and performance basis at the discretion of the Commissioner PR&amp;RD.</li> <li>B. <b>Force Majeure:</b> Events under Force Majeure shall not be liable for forfeiture of performance security, liquidated damages.</li> <li>C. <b>Terminate the Contract-Commissioner PR&amp;RD,</b> may terminate the contract in whole or in part without any prior notice, and adjust EMD and Bank guarantee, if the performance in terms of daily production of Jobcard booklets is not as per the self-declaration. It is requested that a thorough study may be done by the bidders of their Jobcard booklets printing capacity per day before submitting the bid.</li> <li>D. <b>Suspension of Work-</b> The Printing Agency shall not be entitled to claim compensation for any loss or damage sustained by them by reason of temporary suspension of the Works.</li> <li>E. <b>Risk Management</b> -- Printing Agency shall at its own expense adopt suitable Risk Management methodology to mitigate all risks assumed under this contract.</li> <li>F. <b>Applicable Law</b> -- The contract shall be interpreted in accordance with appropriate Indian Laws.</li> <li>G. <b>Taxes and Duties</b> -- Bidder is responsible for all taxes, duties, license fee etc. incurred until delivery of the Jobcards Booklets as per the terms of tender document.</li> <li>H. <b>Arbitration (As per the State Government Rules)</b> -- If any dispute arises between parties, such dispute shall be referred to arbitrator governed by the provision of the Indian Arbitration and Conciliation Act, 1996. The arbitration proceedings shall be held in</li> </ul>

	<p>Hyderabad, Telangana, India.</p> <p>I. eProcurement Portal Conditions shall be applicable on ecorpus &amp; transaction Fees.</p> <p>J. Commissioner PR&amp;RD shall not hold any risk on account of any delay in upload of the bid on eProcurement portal.</p>
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The Commissioner PR&RD reserves the right to cancel/change/reject the bid without assigning any reasons. In case of any clarifications, the State Programme Manager (Strategic Planning) MGNREGA, Mobile No.7095559933, 040-23226653/23225700, O/o Commissioner PR&RD may be contacted for further details.

**Sd/-**  
**M.Raghunandan Rao, I.A.S,**  
**Commissioner PR&RD,**  
**Telangana**

**SCHEDULE-(A): Proforma for Technical Bid**

**Bid Letter Form**

*(To be submitted on the Letter head of the Bidder)*

From:

(Registered name and address of the bidder)

To:

The Commissioner,  
Panchayat Raj & Rural Development,  
Urdu Hall Lane, Himayatnagar,  
Hyderabad, Telangana.

**Ref: T.No. 315688/CRD-EGS/S/1/1/2021-SPMs: Dt.19.04. 2021 of Commissioner, PR&RD,**

Sir,

Submit the following,

1. We have examined the tender call document and amendments issued and we offer to execute the works, in conformity with the terms and conditions specified in your tender call dated.....

Project title: **“Printing and Supply of Mahatma Gandhi NREGA -Jobcard Booklets with variable data printing including transportation to the Mandal point”**

If our bid is accepted, we undertake to;

1. Provide services/ execute the work according to the time schedule specified in the Tender document,
2. Obtain the performance guarantee of a bank in accordance with bid requirements for the due performance of the contract, and
3. Agree to abide by the bid conditions, including corrigendum if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.
4. Abide by the commercial quote offered by us & no change to the commercial quote is expected.

We understand that you are not bound to accept the lowest or any bid you receive, nor give any reasons for rejection of any bid.

**Place:**

**Date:**

**BIDDER’S SIGNATURE**

**and seal.**



**Form – Q#1 General Information**

*(To be submitted on the Letter head of the Bidder)*

**Ref: T.No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19 .04. 2021 of Commissioner, PR&RD,**

S.No	Description	Supporting Documents with page nos.
1	Name of the Company and its Legal Status	
2	Date of Incorporation (Registration Number & Registering Authority) PAN No./TAN, GSTIN No & Nature of Business in India	Public/ Private Ltd Company GST returns (last one year)
3	Address of the Registered Office in India	
4	Address of Local Office in Telangana	
5	Name & e-mail id, phone number of the Contact Person	Name of Person: Designation: Mobile Number: Email
6	EMD details	Amount: DD. No. & Date Name of the Bank: Valid up to:
7	Proof of purchase of tender document	Receipt No: Date of purchase:

Place:

Date :

**BIDDER'S SIGNATURE**

**SEAL.**

**Form – Q#2 Local office Details**

*(To be submitted on the Letter head of the Bidder)*

**Ref: T.No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt.19.04. 2021 of Commissioner, PR&RD,**

S.No	Description	Supporting Documents with page nos.
1	Name of the Company & Legal Status	
2	Address of the Registered Office in India	
2	Name & e-mail id, phone number of the Contact Person at Registered Office.	Name of Person: Designation: Mobile Number: Email:
3	Address of the Office in in Telangana.	
4	Name & e-mail id, phone number of the Contact Person at Telangana office.	Name of Person: Designation: Mobile Number: Email:

Place:

**BIDDER'S SIGNATURE**

Date :

**SEAL.**

**Form – Q#3 Turnover Details**

*(To be submitted on the Letter head of the Bidder)*

**Ref: T.No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19.04. 2021 of Commissioner, PR&RD,**

**(All values in Rs. Crores)**

Financial Information of Bidder						
Sno	Financial Year	Turnover of the agency in		Total Profit after Tax	Net Worth of Company	Supporting Documents with Page Numbers
		Total turnover of the agency	Turnover details from Printing /supply of secured stationery			
	(1)	(2)	(3)	(4)	(5)	(6)
1	FY. 2017-18					
2	FY.2018-19					
3	FY.2019-20					

**Note:**

1. Turnover in areas other than mentioned above shall not be considered for Evaluation.
2. Please attach audited Balance Sheets and IT return statements to confirming the figures mentioned in columns (2).
3. Bidder should submit any of the Audited balance sheet / Profit & Loss statement / certificates from CFO of the Company duly audited by the Chartered Accountant and certified by the Company Secretary for all the above stated three financial years (2017-18, 2018-19, 2019-20).

Place:

**BIDDER'S SIGNATURE**

Date :

**SEAL.**

**Form Q#4 Project Experience**

*(To be submitted on the Letter head of the Bidder)*

**Ref: T.No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt.19.04. 2021 of Commissioner, PR&RD,**

Description of Item	Supporting Document with page number
Name of the Client Department & web address	
Contact address & details of the client department	
Value of the Project Rs.	
<b>Brief Description of Work</b>	
Bidder should submit any of the following: i. PO / Work order with Date of start & completion ii. Work completion certificates / Performance Certificate from client dept. duly signed by the authorized signatory from the Client end. iii. Work satisfactory certificate from the client dept.	
<b>Enclosures submitted: Yes / No</b>	

**Note:**

1. Please add last three years experience only (2017-18; 2018-19; 2019-20)
2. Supporting documents / certificates signed by Senior Executive/ Deputy GM of the organization with contact details.
3. Attach certificate from the client for the successful completion & implementation of project.

Place:

**BIDDER'S SIGNATURE**

Date :

**SEAL.**

**Form-Q#5 Declaration Regarding Clean Track Record**  
*(To be submitted on the Letter head of the Bidder)*

To:

The Commissioner,  
Panchayat Raj& Rural Development,  
Urdu Hall Lane, Himayatnagar,  
Hyderabad, Telangana.

**Sub:- Declaration regarding clean track record**

**Ref:- 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt.19. 04. 2021 of Commissioner, PR&RD,**

Sir,

I hereby declare that my company has not been debarred/ black listed as on Bid calling date by any Central or State Government/ Quasi Government Departments or Organizations in India and neither we are in legal disputes for non-satisfactory past performance, corrupt, fraudulent, monetary issues or any other unethical business practices. I further certify that I am competent officer in my company to make this declaration. I have carefully gone through the Terms & Conditions contained in the RFP Document & comply with the terms of the tender document.

Yours faithfully,

(Signature of the Bidder)

Place:

Name

Date:

Designation

**Form Q#6 Details of availability of Infrastructure**

*(To be submitted on the Letter head of the Bidder)*

**Ref: T.No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19. 04. 2021 of Commissioner, PR&RD,**

Description of Item	Supporting Document with page number
Variable data Printing Digital Machines with specifications	Nos: Capacity:
Automated pinning machines	Nos: Capacity:
Laminations (15 Microns)	Nos: Capacity:
b) Proof of having sufficient No. of technicians with experience (list out details about names of persons/experience/qualifications) A separate sheet to be enclosed. c) List of machinery availability 1. Variable data Printing Digital Machines. 2. Automated centre pinning machines Lamination machines	
<b>Enclosures submitted: Yes / No</b>	

**Note:**

1. Supporting documents / certificates signed by Senior Executive/ Deputy GM of the organization with contact details.
2. List out details about names of persons/experience/qualifications of technicians to be enclosed.

Place:

**BIDDER'S SIGNATURE**

Date :

**SEAL.**

**Form Q#7 Undertaking on Acceptance of Terms & Conditions**

*(To be submitted on the Letter head of the Bidder)*

To:

The Commissioner,  
Panchayat Raj & Rural Development,  
Urdu Hall Lane, Himayatnagar,  
Hyderabad, Telangana

**Sub:** To accept the terms & conditions for **“Printing and Supply of Mahatma Gandhi NREGA -Jobcard Booklets with variable data printing including Transportation up to the mandal point”**– Submission of Unconditional Undertaking - Reg.

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs: Dt.19. 04. 2021 of Commissioner, PR&RD,**

Sir,

We the undersigned offer and agree as follows:

1. To provide printing services in conformity with the scope of work and terms & conditions mentioned in the above tender.
2. Procure and Maintain sufficient stock of papers and other raw material required for timely execution of the work in the specified time schedule.
3. We have the technical capability to undertake the work as per the project plan including man resources to undertake this project and complete in the prescribed timelines.
4. Our non-performance or non-cooperation in undertaking the instructions and timelines as per the requirement of allotted work order can be grounds for termination of the signed contract and for levying penalties / legal action as per norms.
5. Ensure to maintain complete security and confidentiality of the master data and shall take all possible steps to prevent its misuse. Any deviation/violation of the above, we shall be liable with penal and legal action.
6. Abide by the Quality norms and have internal quality testing/ Post Supply inspection/ Random inspection of the printed Jobcard booklets.
7. Maintain and provide Mandal/Village wise reports along with proof of delivery for the Jobcard booklets supplied along with quantity and serial number of Jobcard booklets on regular basis.
8. Any other terms and conditions, mutually agreed during the finalization of the order / agreement shall be binding on us.

Following authorized contact person is nominated for co-ordination from our end:

Name of the person authorized: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Designation: \_\_\_\_\_

Yours sincerely,

Authorized Signatory [In full and initials]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**Form Q#8 Undertaking on the Daily Printing Capacity**  
(To be submitted on the Letter head of the Bidder)

To:

The Commissioner,  
Panchayat Raj & Rural Development,  
Urdu Hall Lane, Himayatnagar,  
Hyderabad, Telangana.

**Sub:** Undertaking on the **Daily Printing Capacity**

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs; Dt.19 .04. 2021 of Commissioner, PR&RD,**

Sir,

We the undersigned offer to provide printing services in conformity with the terms and conditions set forth by the Commissioner PR&RD in conformity with the “Printing and Supply of Mahatma Gandhi NREGA -Jobcard booklets with variable data printing including transportation up the Mandal point” for an estimated quantity of 35,00,000 (Thirty five Lakhs only) (approximately.) Jobcard booklets.

We have a daily printing capacity of << **Qty to be mentioned by bidder**>> Jobcard booklets per day (it should be at least 10,000 per day)

We invite the Commissioner-PR&RD, or his representative, to inspect the premises to look at the daily printing capacity of << **Qty mentioned above**>>

In case it is found that the daily printing capacity is less than stated in this undertaking, we agree that our EMD & Bank Guarantee may be forfeited by Commissioner PR&RD and he can take any action including Blacklisting.

We remain,

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory:

Name of agency:

Address:



**SCHEDULE-(B): Proforma for Financial Bid**

**FINANCIAL BID**

**Notification No. 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19. 04. 2021**

**(The financial bid shall be entered in the online e-procurement platform only)**

**RATE QUOTED FOR PRINTING AND SUPPLY OF 'MAHATMA GANDHI NREGA -JOB CARD BOOKLETS WITH VARIABLE DATA PRINTING INCLUDING TRANSPORTATION UPTO MANDAL POINT'**

S.No	Particulars	Unit Price (Rs.) upto two decimals	Taxes	Total Price (Rs.) Incl taxes upto two decimals
1	Cost per 'Jobcard Booklet with variable data printing including transportation up to the Mandal point' towards the cost of Paper (Cover & Inners), Cost of Printing, cost of Delivery.			
	<b>TOTAL COST OF JOBCARD BOOKLET (Rs.) #.</b>			
<b>Detailed Cost Breakup per Jobcard Booklet (to be filled in mandatorily)</b>				
A	Cost of Cover paper			
B	Cost of multi colour Printing on title page - 4 Pages			
C	Cost of Printing of variable data on title Page and Cover page Inner.			
D	Cost of Inner papers (52 pages)			
E	Cost of Printing Inner (52 Pages)- Black & white			
F	Title glass lamination single side with 15 Microns.			
G	Centre pinning (2 SS Pins).			
H	Cost of Delivery - Delivery should be made at MPDOs Office (as shown in annexure-III) for all the Gram Panchayats in the Mandal.			

**In words Total Unit cost (including taxes) of each finished Jobcard Booklet including Delivery: (Rupees & paise): \_\_\_\_\_**

**Note:**

1. The Rate quoted should be inclusive of all taxes and transportation to specified destination.
2. The total cost quoted shall be inclusive of all incidental expenses, Cost of paper, cost of printing, packing, freight, insurance & third party quality check certifications. The 'Cost' should also be inclusive of all taxes on amounts payable by the Purchaser under the Contract.
3. Financial Bid will be Evaluated based on the cost per each finished Jobcard Booklet including deliver charges.
4. Bids/ rates quoted without taxes will not be accepted
5. The financial bid shall be entered in the online e-procurement platform only
6. List of Mandal & Gram Panchayats shall be provided by the CRD office.
7. In case the GST tax rate increases during the period of contract, extra amount shall be paid by Commissioner PR&RD. Likewise in case the GST rate decreases during the period of contract, Printing Agency shall reimburse the amount or Commissioner PR&RD shall retain that amount.

**BIDDER'S SIGNATURE**

**Name:**

**Seal & Date:**

**Mobile No.:**

## SCHEDULE-(C)

### General Instructions and conditions to the Bidders:

#### I. Procedure of Printing.

1. The data in xls format for printing of Jobcards will be transferred through Secure File Transfer Protocol (SFTP).
2. The data structure may change and corresponding changes to be made by the printing agency.
3. Confidentiality should be maintained about the details of Jobcard holders including, age gender, cell phone number and others for variable data printing. This data should not be shared to any third party, if shared, action will be initiated as per rules.
4. On expiry of the period of contract, the Printing Agency shall hand over all the designs/art work information, data and other relevant material in respect of the contract work to Commissioner PR&RD.
5. The Commissioner PR&RD shall have the right to inspect the printing premises of Printing Agency, at any point of time for adherence to tender parameters at any time.
6. The printing agency shall undertake Printing of Jobcards booklets without any errors and shall maintain Stock of requisite raw material to ensure completion of the task
7. The Data received for printing should be deleted after completion of work with due approvals from the Commissioner PR&RD.
8. The successful bidder shall ensure to maintain complete security and confidentiality of the master, stationary & other security features produced under this tender and shall take all possible steps to prevent its misuse. In case the successful bidder is found to be indulging in such activities, Commissioner PR&RD may initiate proceedings for termination of contract.

#### II. Earnest Money Deposit (EMD):

1. EMD shall be paid in the shape of DD drawn from any nationalized bank in favour of “Commissioner Rural Development Hyderabad” payable at Hyderabad. ***Tenders without E.M.D shall be summarily rejected.***
2. EMD in the shape of Demand Draft shall be valid for 90 days from date of receipt of application.
3. No interest shall be paid over EMD amount.
4. EMD deposited by the applicant will be forfeited in the event of Agency either modifying or withdrawing his bid at his instance within the bid validity period.

#### III. Security Deposit/ Performance Bank Guarantee (PBG):

1. The Successful bidder should submit Performance Bank Guarantee (PBG) for an amount of 5 % of the finalized Contract Value in the name of “ Commissioner Rural Development Hyderabad” immediately upon issue of LoI for 6 months extendable as per the instructions of the Commissioner Rural Development. The PBG should be valid for beyond 30 days post Project Period. After submission of PBG, the successful bidder should enter into Contract Agreement with the Commissioner PR&RD.
2. The EMD & PBG of the successful bidder shall be retained and refunded only after satisfactory completion of work/period of Agreement and after the one month of the final payment. The E.M.D of unsuccessful bidders shall be refunded after finalization of the tender and execution of agreement by the successful Bidder.
3. The security deposit can be withheld or forfeited in full or part in case the supply order is not executed satisfactorily within the stipulated time,

4. The Commissioner Panchayat Raj & Rural Development, Hyd shall have the **right to terminate/cancel/change the work/agreement in violation of any prescribed conditions and non-performance.**

**IV. Other Conditions:**

1. The declarations on non-Judicial paper of worth Rs.100/- (Rupees One Hundred only) about the genuineness of the information furnished shall be enclosed as Annexure-I
2. Invitation of tenders shall not confer any right to the Bidders to insist for work orders. The tenders shall be approved as per the rules in vogue.
3. Failure of successful Bidders to comply with the requirements shall constitute sufficient grounds for annulment of the order and forfeiture of E.M.D. In such an event Commissioner PR&RD, Hyderabad reserves the right to invite the next lowest responsive Bidder (L2) and entrust the allotment.
4. Incomplete bids and conditional offers submitted shall be summarily rejected.
5. The amount /rate offer quoted shall be in the enclosed schedule B ( financial bid) only and is binding on the bidder.
6. The bid prepared by the Bidder including all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, will be in English.
7. The successful bidder shall execute an agreement on a non-judicial stamp paper of Rs.100/- (Rupees One Hundred Only) and shall start thereafter.
8. It would be deemed that the bidder has made a complete and careful study of this tender document and also verified the work to be executed.
9. Information regarding litigation, expulsions and blacklisting if any shall be submitted with details (copies should be enclosed).
10. If the last date fixed for receipt of the applications happens to be an extra ordinary holiday, the applications will be received on the following working day up to the time fixed already and opened in the same manner as specified.
11. No applicant shall bear any cause of action or claim against the Commissioner, PR&RD or its Officers, employees, successors or assignees for rejection of bid.
12. **No sub-letting of items of work is permitted.**
13. This department will have time up to 90 days (ninety Days) from the date of opening of the tender to award the contract. The rates quoted by the bidders will remain valid for a period of 6 months from the date of award the contract.
14. The rates quoted by the selected agency and approved by the Commissioner, PR & RD shall remain valid for a period of 6 months from the date of award of contract. Any request to increase the rates for any item(s) during the period of the contract shall not be considered.
15. The agencies which shall undertake the work shall be responsible for timely and quality delivery at the places agreed upon.
16. The agency shall ensure safe custody and maintain confidentiality in the printing material supplied by the Department.
17. Any violation of the above terms and conditions will be dealt with as per law.
18. The decision of the Commissioner Panchayat Raj & Director, Rural Development Department, Hyderabad, will be final and binding and no further correspondence will be entertained.
19. The Arbitrator for fulfilling the duties set forth in the arbitration clause shall be the Commissioner, Panchayat Raj & Rural Development Department, Hyderabad, and his/her decision shall be final and binding. The provisions of Indian Arbitration and conciliation Act 1996 or any statutory amendment, modifications or re-enhancement thereof and the rules made there under and for the time being in force shall apply to the arbitration

proceedings. In case of dispute if any, it shall be subject to the Jurisdiction of Courts at Hyderabad only.

20. The Commissioner, Panchayat Raj & Rural Development, Hyderabad, or his/her nominee reserves the right to accept, reject or cancel the tenders at any time without assigning any reasons thereof.
21. For any additional information / queries the Bidders shall contact Sri. V. Muralidhar, State Programme Manager (Strategic Planning), Mahatma Gandhi NREGA O/o CRD, Hyderabad, Mobile +917095559933.
22. Any amendment or modification to the tender notification will be displayed only on the <https://tender.telangana.gov.in> web site.

**V. Penalty Clause: Critical Errors:**

1. Material of document inferior other than specified.
  - I. Commissioner PR&RD at any time may undertake random quality checking of Jobcard Booklets printed to ensure the prescribed specifications and standards.
  - II. In case of deviation in using the material other than specified (error of 5% is allowed), Commissioner PR&RD may go in for quality checking of another Jobcard.
  - III. Commissioner PR&RD reserves the right to get any Jobcard reissued for conformity to the specifications without additional cost.
2. If the error % is found to be more than 5% in two successive tests, Commissioner PR&RD will reserve the right to cancel the order without giving any notice by forfeiting Security deposit, terminating the contract and black listing the agency and taking such other legal measures including demanding the money already paid on account of this contract.

**VI. Delay in Printing & Deliver: Penalty Applicable:**

Penalty will be imposed if the successful bidder fails to deliver the Jobcard booklets as per the time frame at the rate of Rs 10,000/- per day of delay, subject to the total penalty amount not exceeding 10% of the total Contract value.

**I have read and understood all the terms and conditions laid down in the Tender document and abide to them.**

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Office Seal: \_\_\_\_\_

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

(Signed documents to be enclosed with the EOI bid document)

**Annexure –I:**

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**DECLARATION BY THE AGENCY  
(ON Rs.100/- NON-JUDICIAL STAMP PAPER (or) Letter Head)  
(TO BE NOTARISED)**

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19. 04. 2021 of Commissioner, PR&RD,**

I/We, \_\_\_\_\_ Owner/ representative of M/s  
\_\_\_\_\_, solemnly declare that

1. We are submitting application for “Printing and Supply of Mahatma Gandhi NREGA - Jobcard booklets with variable data printing including Transportation up to Mandal point” under MGNREGA O/o Commissioner Rural Development Tender Notification No.315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19. 04. 2021
2. All information furnished by me/us in respect of fulfilment of eligibility criteria and qualification information of this tender notification is complete, correct and true.
3. All documents/ credentials submitted along with this application are genuine, authentic, true and valid.
4. If any information and documents submitted is found to be false/ incorrect at any time, the Commissioner PR&RD, Hyderabad may cancel my / our Bid and action as deemed fit may be taken against me/us, including termination of the application, forfeiture of all dues including EMD/ Security Deposit and banning/ de listing / blacklisting of our agency etc.

Date:

Name & Signature of the Owner/Agency  
Seal:

**Annexure-II**

**Check list for Bidders/Suggestive**

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs, Dt. 19.04. 2021 of Commissioner, PR&RD,**

1. Soft copies duly self-attested are to be uploaded during online bid submission
2. Hard copies of statutory documents (as per technical bid) which were uploaded online are to be submitted as per the time prescribed. And also, originals copies are to be furnished as and when requested by the tender inviting authority.
3. Bidders should check following requirements for compliance before submission of the tender documents

Sl. No.	Requirements to be checked by the Bidders before submission of the tender.	Compliance (To be indicated by the Bidder with "YES/No")
<b>I</b>	<b>Schedule-A: Technical Bid</b>	
1	Bid letter	
2	Form – Q#1 General Information	
2(a)	<i>Company Registration Certificate / Valid license.</i>	
2(b)	<i>GSTIN Certificate &amp; returns (last one year)</i>	
2(c)	<i>EMD details Rs 3.00 Lakhs (Three lakhs)</i>	
2(d)	<i>Tender document fee Rs 5,000 (Five thousand)</i>	
2(e)	<i>Proof of purchase of e-Tender document</i>	
3	Q#2 Local office details	
4	Form – Q#3 Turnover Details (2017-18, 2018-19, 2019-20)	
4(a)	<i>IT return for the last 3 years for the assessment of 2017-18, 2018-19, 2019-20.</i>	
4(b)	<i>Audited balance sheet for three years</i>	
5	Form Q#4 Project Experience (2017-18; 2018-19; 2019-20)	
5a)	i. <i>Relevant proofs need to be furnished and atleast three (3) old supply orders copies to be enclosed</i>	
5(b)	ii. <i>Work completion certificates / Performance Certificate from client dept. duly signed by the authorized signatory from the Client end</i>	
6	Form-Q#5 Declaration Regarding Clean Track Record	
7	Form Q#6 Details of availability of Infrastructure	
7(a)	i. <i>Supporting documents / certificates signed by Senior Executive/Deputy GM of the organization with contact details.</i>	
7(b)	ii. <i>List out details about names of persons/experience/qualifications of technicians to be enclosed.</i>	
9	Form Q#7 Undertaking on Acceptance of Terms & Conditions	
9	Q#8 Undertaking on the Daily Printing Capacity	
<b>II</b>	<b>Schedule-B: Financial Bid</b>	
<b>III</b>	<b>Schedule-C: Signed copy - General Instructions and conditions to the Bidder</b>	
<b>IV</b>	<b>Annexure I: Declaration by the Agency</b>	

Date:

Name & Signature of the Owner/Agency

Seal:

## Annexure-III

**List of the Districts and count of Mandals (delivery points: MPDOs Office).****Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs:Dt. 19. 04. 2021 of Commissioner, PR&RD,**

S.No.	Name of the District	Total No of Mandals
<b>1</b>	<b>2</b>	<b>3</b>
1	Adilabad	17
2	Bhadrachari Kothagudem	22
3	Jagtial	18
4	Jangaon	12
5	Jayashanker Bhopalapally	11
6	Jogulamba Gadwal	12
7	Kamareddy	22
8	Karimnagar	15
9	Khammam	20
10	Kumram Bheem(Asifabad)	15
11	Mahabubabad	16
12	Mahabubnagar	14
13	Mancherial	16
14	Medak	20
15	Medchal	5
16	Mulugu	9
17	Nagarkurnool	20
18	Nalgonda	31
19	Narayanpet	11
20	Nirmal	18
21	Nizamabad	27
22	Peddapalli	13
23	Rajanna Sircilla	12
24	Rangareddy	21
25	Sangareddy	25
26	Siddipet	23
27	Suryapet	23
28	Vikarabad	18
29	Wanaparthy	14
30	Warangal (Urban)	7
31	Warangal Rural	16
32	Yadadri Bhuvanagiri	17
	<b>Total</b>	<b>540</b>

**Annexure -IV**

**Variable Data sharing Xls Format**

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs:Dt. 19. 04. 2021 of Commissioner, PR&RD**


S. N o.	Distri ct	Dist. (Telug u)	Ma nd al	Mandal (Telugu)	Gram Panc hayat Nam e	Gram Pancha yat (Telugu )	Villa ge Nam e	Village name (Telug u)	Hous ehold Code	NIC- Houseo ld Code	Head of Family (Full name)	Head of Family in Telugu (Full Name)
1	2	3	4	5	6	7	8	9	10	11	12	13

Wor ker Code	Worker Name (Full Name)	Worker Telugu Name (Full Name)	Caste	Date of registered of Jobcard	Job card Cate gory	Age	Gen der	Gender (in Telugu)	Relation with Family Head	Relation with Family Head (in Telugu)	Cell number	Job card issue date
14	15	16	17	18	19	20	21	22	23	24	25	26






**Date sharing Folder**

- Each District folder will have all mandal folder one folder
- Each mandal folder wil, gave GPO wise data Xls as shown above.





**District folder**

 1. Adilabad\_No of Mdls\_No of GPs\_No of JCs

**Mandal folder**

-  1. Adilabad\_No of GPs\_No of Jobcrads
-  2. Bazarhathnoor\_No of GPs\_No of Jobcrads
-  3. Bela\_No of GPs\_No of Jobcrads
-  4. Bheempoor\_No of GPs\_No of Jobcrads
-  5. Boath\_No of GPs\_No of Jobcrads

**GP wise Xls Sheet**

-  1. Alikori\_No of Jobcrads
-  2. Ankapoor\_No of Jobcards
-  3. Ankoli\_No of Jobcards
-  4. Arli (B)\_No of Jobcards



**Annexure -V**  
**Jobcards booklet template**

**Ref: 315688 /CRD-EGS/S/1/1/2021-SPMs:Dt. 19. 04. 2021 of Commissioner, PR&RD**

**Job card Booklet front & back cover Page- Blue band**



మహాత్మా గాంధీ జాతీయ గ్రామీణ ఉపాధి హామీ పథకంలో కార్యక్రమాలను పని పొందలేకపోయినా, అలాగే పనిచేసిన కాలానికి వేతనాలు బాగా అలభ్యంగా చెల్లిస్తున్న పథకానికి సంబంధించి ఇతర సమస్యలున్నా స్థానికంగా పరిష్కారం కానిదో మీ సెల్ ఫోను నుండి ఈ క్రింద నమోదించిన నెంబరుకు ఫోన్ చేయండి.

**1800 200 1001**

(టోల్ ఫ్రీ నెంబరు ఉదయం 8.00 గంటల నుండి రాత్రి 8.00 గంటల వరకు పనిచేస్తుంది.)

**మహాత్మా గాంధీ జాతీయ గ్రామీణ ఉపాధి హామీ చట్టం**



**కుటుంబ ఉపాధి హామీ జాబ్ కార్డు**



క్ర.సం. : \_\_\_\_\_ **జనరల్ క్యాటగిరి**

2021 - 2026  
**కుటుంబ వివరాలు**

ఉపాధి హామీ జాబ్ కార్డు నం : \_\_\_\_\_

కుటుంబ యజమాని పేరు : \_\_\_\_\_

కులం : \_\_\_\_\_

జాబ్ కార్డు నమోదు చేసిన తేదీ : \_\_\_\_\_

జాబ్ కార్డు కెటగిరి : **జనరల్**

గ్రామం పేరు : \_\_\_\_\_

గ్రామ పంచాయతీ పేరు : \_\_\_\_\_

మండలం పేరు : \_\_\_\_\_

జిల్లా పేరు : \_\_\_\_\_



NREGASoft No. \_\_\_\_\_



**పంచాయతీ రాజ్ & గ్రామీణాభివృద్ధి శాఖ**  
**తెలంగాణ ప్రభుత్వము**



**పంచాయతీ రాజ్ & గ్రామీణాభివృద్ధి శాఖ**  
**తెలంగాణ ప్రభుత్వము**

**Job card Booklet front & back cover Page- Green band**



మహాత్మా గాంధీ జాతీయ గ్రామీణ ఉపాధి హామీ పథకంలో కార్యక్రమాలను పని పొందలేకపోయినా, అలాగే పనిచేసిన కాలానికి వేతనాలు బాగా అలభ్యంగా చెల్లిస్తున్న పథకానికి సంబంధించి ఇతర సమస్యలున్నా స్థానికంగా పరిష్కారం కానిదో మీ సెల్ ఫోను నుండి ఈ క్రింద నమోదించిన నెంబరుకు ఫోన్ చేయండి.

**1800 200 1001**

(టోల్ ఫ్రీ నెంబరు ఉదయం 8.00 గంటల నుండి రాత్రి 8.00 గంటల వరకు పనిచేస్తుంది.)

**మహాత్మా గాంధీ జాతీయ గ్రామీణ ఉపాధి హామీ చట్టం**



**కుటుంబ ఉపాధి హామీ జాబ్ కార్డు**



క్ర.సం. : \_\_\_\_\_ **స్పెషల్ క్యాటగిరి**

2021 - 2026  
**కుటుంబ వివరాలు**

ఉపాధి హామీ జాబ్ కార్డు నం : \_\_\_\_\_

కుటుంబ యజమాని పేరు : \_\_\_\_\_

కులం : \_\_\_\_\_

జాబ్ కార్డు నమోదు చేసిన తేదీ : \_\_\_\_\_

జాబ్ కార్డు కెటగిరి : **అంతరించిపోతున్న ఆదిమ తెగలు / దివ్యాంగులు**

గ్రామం పేరు : \_\_\_\_\_

గ్రామ పంచాయతీ పేరు : \_\_\_\_\_

మండలం పేరు : \_\_\_\_\_

జిల్లా పేరు : \_\_\_\_\_



NREGASoft No. \_\_\_\_\_



**పంచాయతీ రాజ్ & గ్రామీణాభివృద్ధి శాఖ**  
**తెలంగాణ ప్రభుత్వము**



**పంచాయతీ రాజ్ & గ్రామీణాభివృద్ధి శాఖ**  
**తెలంగాణ ప్రభుత్వము**

Jobcard Front Inner

Jobcard Back Inner

కుటుంబ సభ్యుల వివరాలు

01. యజమాని పేరు:

వయస్సు (జాబ్ కార్డు పంపాడు చేసిన తేదీనాటికి): లింగము:

సెల్ నెంబర్:

పాస్ పోర్టు ఫోటో  
అతికించిన దానిపై  
అధికారి  
సంతకం  
చేయాలి

02. పేరు:

కుటుంబ యజమానితో సంబంధం:

వయస్సు (జాబ్ కార్డు పంపాడు చేసిన తేదీనాటికి): లింగము:

సెల్ నెంబర్:

పాస్ పోర్టు ఫోటో  
అతికించిన దానిపై  
అధికారి  
సంతకం  
చేయాలి

03. పేరు:

కుటుంబ యజమానితో సంబంధం:

వయస్సు (జాబ్ కార్డు పంపాడు చేసిన తేదీనాటికి): లింగము:

సెల్ నెంబర్:

పాస్ పోర్టు ఫోటో  
అతికించిన దానిపై  
అధికారి  
సంతకం  
చేయాలి

04. పేరు:

కుటుంబ యజమానితో సంబంధం:

వయస్సు (జాబ్ కార్డు పంపాడు చేసిన తేదీనాటికి): లింగము:

సెల్ నెంబర్:

పాస్ పోర్టు ఫోటో  
అతికించిన దానిపై  
అధికారి  
సంతకం  
చేయాలి

05. పేరు:

కుటుంబ యజమానితో సంబంధం:

వయస్సు (జాబ్ కార్డు పంపాడు చేసిన తేదీనాటికి): లింగము:

సెల్ నెంబర్:

పాస్ పోర్టు ఫోటో  
అతికించిన దానిపై  
అధికారి  
సంతకం  
చేయాలి

కుటుంబ యజమాని సంతకం

ఉపాధి కార్డు

జారీ చేసిన తేదీ:

సి.ఐ. ఎ.సి.ఐ., సంతకము

కార్యాలయపు ముద్రతో సహా

మహిళాగ్రాంథి జాతీయ గ్రామీణ ఉపాధి హామీ పథకం - తెలంగాణ

కూలీలకు కల్పించబడిన హక్కులు:

- 1) వయోజనులైన 18 సంవత్సరాలు నిండిన వారు జాబ్ కార్డు పొందవచ్చు. తద్వారా ఒక కుటుంబము ఒక ఆర్థిక సంవత్సరంలో 100 రోజుల ఉపాధి పని పొందవచ్చు.
- 2) పని ప్రదేశంలో కనీస సౌకర్యాలు (ప్రథమ చికిత్స పెట్టె, మంచినీరు, ఆయా, నీడ) కల్పించబడతాయి.
- 3) ప్రతి వారం శ్రమశక్తి సంఘాలు లేదా వ్యక్తులు పని కొరకు దరఖాస్తు చేయడం ద్వారా పనిని కల్పించబడును.
- 4) పని ఆడిగిన 15 రోజులలోపు పని కల్పించబడే నిరుద్యోగ భృతి చెల్లించబడును.
- 5) చేసిన పనికి అడ, మగ లేదా లేకుండా సమాన కూలి చెల్లించబడును.
- 6) కూలీలు తాము చేసిన పనికి సంబంధించిన కూలి మొత్తమును నేరుగా వారి భాతాలో జమచేయబడును.
- 7) పని ప్రదేశం 5కి.మీ. కంటే ఎక్కువ దూరం ఉంటే దినసరి కూలిలో 10% అదనపు కూలి చెల్లించబడును.
- 8) పని ప్రదేశంలో కూలీలకు గాయాలైతే ఉచితంగా చైచ్చం చేయించబడును.
- 9) గ్రామంలో ఎవరైనా వికలాంగులు ఉన్నట్లైతే వారికి ప్రత్యేక జాబ్ కార్డు జారీచేసి పని కల్పించబడును.
- 10) ఉపాధి హామీ పథకంలో చేసిన పని పరిమాణాన్ని బట్టి నిర్దేశించిన రేట్ల ప్రకారం కూలి మొత్తమును చెల్లించబడును.

- ✦ జాబ్ కార్డులు, పాస్ పుస్తకము, స్మార్ట్/ ATM కార్డులు కూలీల వద్దనే ఉంచుకొనవలెను. ఎట్టి పరిస్థితిలోను వేరే వారికి ఇవ్వరాదు.
- ✦ వేతన చెల్లింపు పత్రం (పే స్లిప్లు) మేటు నుండి డిమాండ్ చేసి తీసుకొనవలెను.
- ✦ పోస్టాఫీసు లేదా బ్యాంకు నుండి వేతనాలను కూలీలే నేరుగా తీసుకొనవలెను.
- ✦ చేసిన పనికి కొలతలు ఆధారంగానే వేతన చెల్లింపులుంటాయని గమనించగలరు.
- ✦ పని కోరిన ప్రతి గ్రామీణ కుటుంబానికి ఏడాదిలో కనీసం పంద రోజుల పని కల్పించబడుతుంది.
- ✦ ఎస్.సి, ఎస్.టి కుటుంబాలకు ప్రభుత్వ ఆస్పత్రి భూమి, ఐ.ఎ.వై. లెక్చిడారులు, దారిద్ర్యరేఖకు దిగువనున్న వారికి చెందిన పొలంలో సాగునీటి సదుపాయం, పండ్ల తోటలపెంపకం మరియు భూముల ఆభివృద్ధి పనులను ప్రాధాన్యతతో ముందుగా చేపడుతారు.
- ✦ ఈ పథకంలో జె.సి.టి. యంత్రాలు, కాంట్రాక్టర్లకు స్థానం లేదు.
- ✦ పని కావాల్సినప్పుడు పనికి దరఖాస్తును పంచాయతీ సెక్రటరీకి ఇచ్చి రసీదు తీసుకొని పనిని డిమాండ్ చేయవలెను.
- ✦ పంచాయతీ సెక్రటరీ సంబంధిత శ్రమశక్తి సంఘం మేటు సహాయంతో పని కోరిన మరియు పనిచేసిన వివరాలు మరియు చెల్లింపు వివరాలు జాబ్ కార్డులో వ్రాయవలెను.

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మహిళాగ్రాంథి జాతీయ గ్రామీణ ఉపాధి హామీ పథకము ద్వారా పూర్తి చేతనము పొందడానికి చేయవలసిన పనులు



- ఉపాధి హామీ చట్టం ప్రకారం ఒక కూలీదారుడు నిర్ణయించిన కూలి కంటే తక్కువ కాకుండా ఇచ్చిన కొలతల ప్రకారం పనిచేసి పూర్తి కూలీలేటను పొందాలి.
- ఉపాధి హామీ చట్టంలో సూచించిన ప్రకారము కనీస వేతనము పొందేందుకు ప్రతి వ్యక్తి 8 గంటలు (1 గంట విరామము) పని చేయాలి.
- శ్రమశక్తి సంఘం మేటు ప్రతిరోజూ మార్కుపుట్ ఇవ్వాలి. కనీస వేతనం రావడానికి ఏరోజు ఎంతమంది కూలీలు వస్తే అంత మందికి కనీస వేతనము రావడానికి సరిపెడ పనికి మార్కుపుట్ ఇవ్వాలి.
- ఉపాధి హామీ పనిలో సహసరి కూలి రేటు చేసిన పని కొలతల ప్రకారము చెల్లించబడుతుంది.

జాబ్ కార్డు నిర్వహణ (అభ్యర్థన) చేయడానికి సూచనలు

ఈ జాబ్ కార్డు లో మూడు భాగాలు ఉన్నాయి

1. కార్డులో ఉన్న సభ్యుల వివరాలు, 2. ఉపాధి పని కల్పించిన వివరాలు, 3. హాజరు పట్టి

1. కార్డులో ఉన్న సభ్యుల వివరాలు
  - జాబ్ కార్డు నందు సభ్యుల వివరాలు ప్రింట్ చేయబడి ఉంటాయి.
  - కుటుంబ సభ్యుల ఎదురాగా ఉన్న గడిలో పాసుపోర్ట్ సైజ్ ఫోటో తప్పనిసరిగా అతికించి ఫోటో పై (MPDO) గారు సంతకము చేయాలి.
  - జాబుకార్డు జారీచేసిన అధికారి సంతకము మరియు కార్యాలయపు ముద్ర తప్పనిసరిగా చేయాలి.
  - తప్పనిసరిగా కుటుంబ యజమాని సంతకము చేసిన పిదప మాత్రమే జాబుకార్డును జారీ చేయాలి.
2. ఉపాధి వివరాలు ( పని కోరిన వివరాలు మరియు పని కల్పించిన వివరాలు వ్రాయాలి):
  - పని కోరిన వివరాలను గడి 1 నుండి 6 వరకు వ్రాయాలి.
  - పని కోరిన వారికి తప్పనిసరిగా పని కల్పించాలి. అట్టి వివరాలను గడి 7 నుండి 8 వరకు పని కల్పించిన తేదీలు వ్రాయాలి.
  - గడి 9 లో ఆ కుటుంబము ఇప్పటి వరకు పొందిన పని రోజులు వ్రాయాలి.
  - గడి 10 లో ఇ-మస్టరు సంఖ్య (అఖరి 6 అంకెలు) వ్రాయాలి.
  - గడి 11 లో ఆ వారములో పని చేసిన రోజులకు ఎంత కూలి డబ్బులు వచ్చాయి అన్నది వ్రాయాలి.
  - గడి 12 లో కూలి డబ్బులు పొందిన తేదీ (పెన్డర్ తేదీ) వ్రాయాలి.
  - గడి 13 లో ఏమైనా అలసత్తు చెల్లింపులు ఉంటే వ్రాయాలి.
  - గడి 14 లో పంచాయతీ సెక్రటరీ / బాధ్యత అధికారి సంతకము చేయాలి.
3. హాజరు పట్టి
  - జాబ్ కార్డు వివరి పేజీలో (ఒక) ఆర్థిక సంవత్సరములో కల్పించిన పని దినాలను - "హాజరుపట్టి" (GRID)యందు X మార్కు పెట్టి, క్రింది సగ భాగములో పాట్లీ సంతకము చేయాలి.
  - హాజరును రివర్స్ పార్టీలో (100 గడి నుండి మొదలు పెట్టాలి) X మార్కు పెట్టాలి. [ఉదా: ఒక కుటుంబము నుండి ఇద్దరు పనికి వచ్చారనుకొంటే ఆ రోజు 100 మరియు 99 వ గడిలో X మార్కు పెట్టి క్రింద పాట్లీ సంతకము చేయాలి.]
  - దీని ద్వారా ఆ ఆర్థిక సంవత్సరములో ఇంకనూ ఎన్ని పనిదినాలు మిగిలి ఉన్నాయోనే వివరాలు జాబు కార్డుదారులకు తెలుస్తుంది.

-: ప్రతి జాబు కార్డు దారుడు పని ప్రదేశానికి జాబ్ కార్డు తీసుకొచ్చేటట్లు మేటు తగు చర్యలు చేపట్టాలి. :-



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26. ఈత, తాటి వనాలు పెంపకం, అటవీ ప్రాంతాలలో మొక్కల పెంపకం చేపట్టుట
27. SC, ST మరియు నిస్సహాయతా కుటుంబాల భూములలో జామాయిల్ - యూకలిప్టస్ వంటి చెక్కగుట్టు (పల్కు పుడ్) తోటల పెంపకం
28. SC, ST మరియు నిస్సహాయతా కుటుంబాల వారిచే (లబ్బిదారులకు) ప్రభుత్వ స్థలాలలో/ సంస్థలలో మొక్కల పెంపకం చేపట్టుట
29. ప్రభుత్వ సంస్థలలో మొక్కలు నాటుట
30. గట్టుపై మొక్కల పెంపకం/ బ్లాక్ ప్లాంట్షన్/ బీడు మొక్కల పెంపకం
31. కాలవల వెంబడి మొక్కలు నాటుట, చెరువు కట్ట మీద మొక్కలు నాటుట 32. రోడ్లకు ఇరుప్రక్కల పొదలు తొలగించి మొక్కలు నాటుట
33. ఉపాధి హామీ పథకంలో అభివృద్ధి చేసిన భూములలో డ్రిప్ అమర్చుటకు కందకం త్రవ్వటం (ట్రెంచ్ కటింగ్)
34. పట్టు పురుగుల/ మచ్చరి మొక్కల పెంపక కేంద్రం
35. ఉమ్మడి స్థలాలలో/ సాంప్రదాయ నీటి వనరులలో చేపపిల్లల పెంపకం.
36. గ్రామ కంఠమును సమగ్రంగా అభివృద్ధి పరిచి మొక్కలు నాటుట
37. గ్రామములో ఉపాధి హామీ పథకము క్రింద చేపట్టిన ప్రభుత్వ ఆర్థిక నిర్వహణ చేపట్టుట.
38. గ్రామములో ఆట స్థలాలను ఏర్పాటు చేయడం
39. గ్రామములో పక్కా రోడ్ల నిర్మాణము, వ్యవసాయ పొలాలకు/ నృశాన వాటికలకు/ ప్రభుత్వ సంస్థలకు మట్టి రోడ్ల నిర్మాణం, నల్లరేగడి భూములలో రోడ్లుపై వెల్/ ఇసుకకేసు వేయడం, రోడ్ల నిర్మాణముతో పాటు మురుగు కాల్వల నిర్మాణము, అవసరమైన చోట కలపస్థల నిర్మాణము చేపట్టుట
40. రోడ్లకు ఇరుప్రక్కల కందకాలు త్రవ్వి ఇరుప్రక్కల బిల్డింగ్ ను గట్టి పర్చడం
41. నృశాన వాటికలను సమగ్రంగా అభివృద్ధి పరిచి మొక్కలు నాటుట, నృశానములో చితి వేదికల నిర్మాణము చేపట్టుట
42. పాతకాలల్లో మరియు వసతి గృహాలల్లో ఆట స్థలాలను ఏర్పాటు చేయడం, భూమిని చదను చేయుట, మొక్కలు నాటుట మొదలగునవి చేపట్టుట
43. ఘన వ్యర్థ పదార్థాల నిర్వహణలో భాగముగా డంపింగ్ యార్డుల త్రవ్వకము (చెత్త వేయుటకు స్థలం ఏర్పాటు)
44. ద్రవ వ్యర్థ పదార్థాల నిర్వహణలో భాగముగా వ్యక్తిగత మరియు కమ్యూనిటీ ఇంకుడు గుంతలు (మ్యూజిక్ సోక్ పిట్) నిర్మాణం- (ఇంటి అవరణలో మరియు సామాజిక ప్రదేశాలలో)
45. పశుగ్రాసం పెంపకం, బహువార్షిక పశుగ్రాస ఉత్పత్తి, అశ్విలా పశుగ్రాసం పెంపకం
46. దాణ వేయుటకు తొట్టు, పశువుల నీటి తొట్టు నిర్మాణము చేపట్టుట.
47. పంట నూర్చిడి కల్లాలు ఏర్పాటు చేయడం
48. అంగన్వాడీ భవనాల నిర్మాణము, గ్రామ పంచాయతి భవనాల నిర్మాణము, మహిళా సంఘాల వారికి భవనాల నిర్మాణము చేపట్టుట.
49. గ్రామంలో అపహరణ గింజలు నీలకొరకు గోదాముల నిర్మాణం
50. పశువుల పాతలు (షెడ్), గొర్రెల పాతలు (షెడ్), కోళ్ల గూడులు (షెడ్) పండుల పాతలు (షెడ్) నిర్మాణం చేపట్టుట.
51. మధ్యాహ్న భోజన పథకము అమలులో ఉన్న ప్రభుత్వ పాతకాలల్లో పంటకాలల నిర్మాణము చేపట్టుట

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