



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH
INTELLECTUAL DISABILITIES (DIVYANGJAN), SECUNDERABAD**
(Department of Empowerment of Persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment, Govt. of India)
Manovikasnagar, Secunderabad 500 009, Telangana, INDIA
(An ISO 9001:2015 Institution)

TENDER DOCUMENT
For
Rate contract for Supply of DISHA Learning Materials
for NIEPID, Secunderabad for a period of one year
extendable under mutual agreement for a
further period of one year

Tender No:-

1. Release of Tender document online	: 20.08.2026
2. Last Date & Time for submission of Tender	: 10.09.2026 1500 hrs
3. Last Date & Time of Opening of Tender Documents (only Technical Bid)	: 10.09.2026 1530 hrs
4. Earnest Money Deposit	: Rs.7,00,000/-

Tender ID: 2026_NIMH_922901_1

**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH
INTELLECTUAL DISABILITIES (DIVYANGJAN)
(Formerly National Institute for the Mentally Handicapped)
Manovikas Nagar, Secunderabad – 500 009
Web Site: www.niepid.nic.in
Mail Id: niepid.purchase@gmail.com**

**Notice inviting tender for Rate contract for Supply of DISHA Learning Materials for NIEPID,
Secunderabad for a period of one year extendable under mutual agreement for a further
period of one year**

Name of the Item : **“Rate contract for Supply of DISHA Learning Materials for NIEPID,
Secunderabad for a period of one year extendable under mutual
agreement for a further period of one year**

Earnest Money Deposit : Rs.7,00,000/- through NEFT/RTGS

Last Date & time for submission of
Tender : 10.09.2026 at 03.00 PM

Date & Time for opening of
Tender / Quotation : 10.09.2026 at 03.30 PM
(Technical Bid – A)

Address for submission of tender : National Institute for the Empowerment of
Persons with Intellectual Disabilities (Divyangjan),
Manovikas Nagar,
Secunderabad – 500 009

Place of opening of the tender: National Institute for the Empowerment of
Persons with Intellectual Disabilities (Divyangjan),
Manovikas Nagar,
Secunderabad – 500 009

Note:

1. Please go through the conditions of the tender document and ensure all the conditions are complied with. Incomplete tenders will be rejected at the discretion of the competent authority of NIEPID.

TECHNICAL BID - A

**QUESTIONNAIRE TO BE FILLED UP BY THE AGENCY APPLYING
FOR TENDER FOR RATE CONTRACT FOR SUPPLY OF DISHA LEARNING MATERIALS
FOR NIEPID, SECUNDERABAD FOR A PERIOD OF ONE YEAR EXTENDABLE UNDER
MUTUAL AGREEMENT FOR A FURTHER PERIOD OF ONE YEAR**

1. (a) Name of the Firm / Agency :
(Full Address with Tel. No)
(b) Status of Agency :
Including Partners
2. Details of any Tie – ups :
(Please attach)
2. The bidder should have annual turnover :
of **6 Crores** for the past 3 financial years
(2024-25,2023-24,2022-23)
duly authenticated by Chartered Accountant.
Submit Profit and Loss account and Balance
Sheet (please enclose copies)
4. Shall submit **Three** similar work order of
Rs. 75 Lakhs each from different organizations
executed in the last 03 years from
Central/State government organization
/ PSUs in the preceeding 3 years.
5. Registration No. of the Firms / Agency :
under State Govt. or any other
Act. (enclose copy)
6. Income Tax No. / PAN No. :
(enclose copy)
7. GST Registration No (Attach copy) :
8. The bidder must submit a self certificate :
that it has not been blacklisted by any
Govt./Other Agency since its inception.
9. Details of EMD submitted. :
(RTGS details to be uploaded)
(In case of exemption, a copy of
MSME registration may be submitted)
10. The details of machinery of the agency having :
own printing facility

11. Total _____ : number of pages / documents from SI.No. _____ to _____ are
Uploaded online with the tender document and all are duly numbered,
signed with office seal and date.

Date:

Signature of the Bidder or his Authorized
Signatory with Seal of the Agency / Firm.

Place:

GENERAL CONDITION OF THE TENDER

1. The tender shall be opened on **10.09.2026** at 03.30 pm. or on such later date, as may be notified by NIEPID. If the said date is declared as holiday at a later date, the tender will be opened on the next working day.
2. The tender shall remain open for acceptance for One hundred & twenty (120) days from the date of opening of tenders by National Institute for the Empowerment of Purchase with Intellectual Disabilities (NIEPID). The time limit for acceptance may be extended by NIEPID at its discretion for such further period, as it may notify.
3. The tender document should be submitted online through e-procurement
4. The rate contract will be initially for a period of one year and extendable for a further period of one more year under mutual agreement at the same terms and conditions subject to satisfactory performance of the agencies.
5. The Price shall be quoted in BOQ chart for individual items as per the details given in the technical bid.
6. The Contractor shall follow all safety rules and security procedure that are in vogue and applicable during the supply / execution of work.
7. Payment will be released after the satisfactory receipt of material at the designated locations and certification by the concerned co-ordinator at NIEPID and no advance payment will be made.
8. The demurrage charges will be applicable for delay in the delivery and will be charged @ 0.5% per week. If the delay is for 01 or 02 days also total 01 weeks charges will be applicable.
9. The approximate value of the items required in a year would be approximately Rs.1.5 Crores. Mere entering into agreement is not binding on the institute for placing the orders. The Institute will place orders as and when required only.
10. The invitation to tender calls for bid proposals in two parts viz., Technical Bid and Price Bid.

Technical Bid shall consist of EMD for the required amount as per the tender documents and technical details which is required to be submitted online

- (a) The cost of the Earnest Money Deposit of **Rs.7,00,000/-** (Rupees Seven Lakhs Only) and is to be the amount by transferred through RTGS to "NIEPID Institution, A/c No. 3631010100000025, IFSC Code – PUNB0453800, Punjab National Bank, Manovikasnagar, Secunderabad – 500 009 on or before opening of the tender. The details of UTR No. is required to be submitted online.
- (b) Price Bids shall consist of item-wise price details in the given proforma as per the BOQ chart available in the financial bid of the tender document online.

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- (c) The technical bid and the price bid are to be submitted online separately.
 - (d) At the time and date of opening of tender, only technical bids shall be opened online.
 - (e) The time and date of opening of price bids shall be intimated to the technically qualified bidders through online.
 - (f) Tender not complying with the above conditions are liable to be rejected without any further reference.
 - (g) This tender document is not transferable. The tendered work if awarded, is not transferable.
 - (h) The Institute reserves the right to accept or reject any or all the tenders without assigning any reasons thereof and also relax the conditions of the tender at the discretion of the competent authority.
9. All tenderer should quote his / her rates in terms of Indian Rupees inclusive of all taxes and duties.
 10. The specification submitted should match with the specification mentioned in the Tender Schedule.
 11. If any tenderer violates or fails to fulfill any one of the above mentioned requirements, his or her tender may be liable to be rejected.
 12. A successful tenderer will have to Supply of DISHA Learning Materials for DISHA Project within 15 days after approval of final proof. A maximum of 03 proofs are required to be submitted and finalized with 01 set of all booklets/Manuals for printing within 07 days on issue of purchase order. Also the demurrage charges will be applied to the delayed supply @ 0.5% per week. If the delay is for 01 or 02 days, complete 01 week demurrage charges will apply. In case of non-supply complete EMD Security Deposit will be forfeited.
 13. Payments will be made only after the completion of work in full and good condition to be certified by the Indentor and after completion of satisfactorily supply. There shall not be any advance payment and no such request shall be entertained.
 14. Any attempts of negotiation / campaign, direct or indirect, on the part of a tenderer with the authority to whom he has submitted the Tender or the authority who is competent finally to accept, shall render such Tender liable to be excluded from consideration.
 15. Late / delayed tenders shall not be accepted by e-procure portal. Any other / further clarifications in connection with submission of the tender may be made from the purchase department during office hours on all working days.
 16. Exemption from EMD will be applicable only to the bidders who attach valid documents as per public procurement policy for MSEs, Govt of India.
 17. The bidder must submit a self certificate that it has not been blacklisted by any Govt./Other Agency since its inception.

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18. Original bills should be submitted to this office as per GST norms

19. The agency will quote the rates including DTP

20. The institute will provide soft copy of all Manuals and Work Books in various languages to L1 agency. The DTP is required to be done for all the manuals and workbooks by the L1 agency.

21. The agency should have its own printing facility and the agency should submit the details of machinery available in its own premises. In case of non availability of own printing machinery, the agency will not be considered technically. In case, if required, the institute may verify the premises of the bidder own printing facility before further evaluation of the tender.

22. The detailed specification for Manuals and Workbooks are given below:

1. Book Size A4.
2. Inner paper quality 80 gsm A grade White Maplitho Paper.
3. Cover card quality 300 gsm A grade Art card with two side gloss.
4. Cover front 10 micron gloss lamination.
5. Cover Greezing for Binding.
6. Binding Inner BELOW 80 pages center Stapling(22 wire).
7. Binding Inner ABOVE 80 pages side Stapling(22 wire) with Perfect Binding.
8. Packed and Delivery to various places in anywhere in India without additional cost/charges.
9. All the workbooks may be printed on both side.

23. The total Manuals and workbooks types are 58 and in English 57 in regional languages. The institute seek the rates from the bidders through financial bid for qty from 1-500, 501-1000, 1001-2000, 2001-5000, 5001-10000, 10001-20000, 20001-30000, 30001-40000, 40001-50000 & 50001-100000.

24. Out of 58 Manual and Workbooks, 06 categories are there as per the details given below:

1. Nursery Curriculum (3-6 years) (SI.No. 1-9)
2. Adaptive Manuals (SI.No. 10 – 13)
3. Level 1 curriculum (6-14 years) (SI.No. 14- 25)
4. Level 2 curriculum (6-14 years) (on completion of Level 1) (SI.No. 26 - 36)
5. Level 3 Curriculum (6-14 years) (on completion of Level 2) (SI.No. 37-44)
6. Pre Vocational Curriculum (14 to 18 years) (SI.No. 45-58)

25. The institute will take the L1 price by the above categories with total value of individual category.

26. For example if one of the agency's total values of one category is lowest, however individual rate for each book is not L1 price, then the agency should be willing to print on L1 rate for that specific book. The institute will obtained willingness from the agencies before issue of contract order.

27. The institute can split the contract order to multiple agencies with L1 rate as per MSE guidelines issued by the Government of India.

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28. Any increase or decrease in pages will be calculated on pro-rata basis on receiving the L1 price.

TERMS & CONDITIONS FOR PRICE BID

1. The rates shall be on F.O.R. at Anywhere in India as and when requirement.
2. The Manuals and Workbooks are required to be printed in multiple languages. The soft copy of translated publication will be provided in various languages.
3. The rates should be quoted with tax in boq and the rate to be quoted strictly as per BOQ format in the financial bid online only. The L1 agency will give tax breakup before entering into rate contract
4. Prices shall be firm until the completion of work or supply and no enhancements of rates will be done / is permitted because of any escalation.
5. A sum of **Rs.20 Lakhs** (Rupees Ten Lakhs Only) will have to be deposited in the form of Bank Guarantee/Demand Draft on award of the rate contract to NIEPID. The bidder should see that the bank guarantee validity should be two months over and above the contract period.
6. The statutory deductions like GST, Income Tax, WCT, etc., as per standard norms will be made from the bills.
7. The taxes should be separately quoted and shall be payable as per existing Govt norms. Any increase or decrease will accordingly be regulated as per Govt norms.
8. NIEPID reserves the right to accept or reject any or part of offers without assigning any reasons.
9. The offers once received will not be returned to the agencies.
10. The Supply of DISHA Learning Materials should be done within 15 days after approval of final proof. In case of any delay, penalty will be charged as per rules.
11. The required quantity for DISHA project Manuals and Workbooks may increase or decrease as per requirement.
12. In case of any dispute, the decision of Director NIEPID shall be final.
13. The agency who has been awarded the contract shall get final approval from NIEPID before making final printing
14. Pre-delivery inspection will be carried out by NIEPID committee before delivery of the publication at the L1 agency location. Any deviation from the tender specifications will summarily be rejected.
15. The work should include Typing, DTP and illustrations/sketches/Pictures.

TECHNICAL SPECIFICATION**TECHNICAL SPECIFICATION**

Sl. No.	Sub Head	Details	Title	No. of copies	Total Inner pages	Inner			Cover			No. of pictures/ Illustrations		Rate for 1-500	Rate for 501-1000	Rate for 1001-2000	Rate for 2001-3000	Rate for 3001-4000	Rate for 4001-5000	Rate for 5001-10000
						Blank	Printed Single colour	Printed Multi-colour	Blank	Printed Single colour	Printed Multi-colour	single colour	Multi-colour							
1	Nursery Curriculum (3-6 years)	Teachers Manual	Nursery Functional Manual (English)	01	82	0	76	2	0	1	1	4	0							
2		Teachers Manual	Maths Manual (English)	01	35	0	29	2	0	1	1	4	0							
3		Teachers Manual	EVS Manual (English)	01	54	0	37	2	0	1	1	15	0							
4		Teachers Manual	English Manual (English)	01	20	0	11	2	0	1	1	7	0							
5		Student Workbook	Academic workbook (English)	01	55	0	2	0	0	1	1	53	0							
6		Student Workbook	Pre writing workbook	01	26	0	0	0	0	1	1	26	0							
7		Student Workbook	Colouring workbook	01	26	0	0	0	0	1	1	26	0							

ACCEPTANCE CERTIFICATE
(FOR TECHNICAL BID)

I.....(designation).
..... of (Name of the Company)
..... hereby accept the above-
mentioned Terms & Conditions for **Rate contract for Supply of DISHA Learning Materials**
for a period of one year extendable under mutual agreement for a further period of one
year.

Signature &
Company Seal

Date:

ACCEPTANCE CERTIFICATE
(FOR PRICE BID)

I.....(designation).
..... of (Name of the Company)
..... hereby accept the above-mentioned
Terms & Conditions for **Rate contract for Supply of DISHA Learning Materials for a period of
one year extendable under mutual agreement for a further period of one year.**

Signature &
Company Seal

Date:

Signature valid

Digitally signed by GURPUM HARIBABU
Date: 2026.08.20 18:24:13 IST
Location: eProcure EPROC
Signature of Bidder with seal