

INSPECTOR GENERAL OF REGISTRATION & CONTROLLER OF STAMPS

**Ground Floor, Opp. Council Hall,
New Administrative Building, Pune 411001, Maharashtra**

Corrigendum No.III

Tender No. IGR/Desk7/eTender1/2015

‘Tender for Procurement of Compact Disc (CD)’

Date: 15th May 2015

1. As per the Government of Maharashtra e-procurement rules, tender dates have been revised. Important dates including the last date of submission of bids are revised as follows:

EVENT	TARGET DATE
Start date of submission of Tenders	20/05/2015 9:00 a.m.
Last date and time for availability of tender document	28/05/2015 till 6.00 p.m.
Last date and time for submission of Sealed Tenders	
Time and date of opening of Technical Bids	30/05/2015 at 2.00 p.m.
Time and date of opening of Commercial Bid	Will be intimated later

2. In the existing section 5.1 ‘Specifications of CD’, following text is added,

“The raw material used for the CD should be virgin plastic and not recycled plastic.”

3. In the existing section 5.3 ‘Branding of CD’, following text is added,

“Graphics should be of multiple colors. Graphics may include ‘Name of the Department’, ‘Logo of the Department’, ‘Blank lines to write text’ and other images or text.”

4. A new section 5.7 ‘Consumption and Order Management’ is added,

“Department is developing a Consumption and Order Management System (COMS) to track order and consumption of all the consumables required at IGR offices. Order will be placed through this system by the Department’s officials. Vendor will be given access of this system through internet. Some of the features of this system will be,

a. Order Management

- i. Facility to place requirement by SRO
- ii. Facility to place order by JDR to vendor
- iii. Facility to access system by vendor to see the orders
- iv. Report for DIG to monitor orders placed by JDR

- v. Facility to change default quantity of order by DIG
 - vi. Facility to intimate CDs rejected
 - vii. Generation and download of Delivery acknowledgement receipt by Vendor
- b. Consumption Management
- i. Facility to maintain quantity of consumable consumed (based on orders placed) at SRO, JDR, DIG and IGR level, monthly, quarterly and yearly.
 - ii. Facility to maintain CDs with unique numbers consumed by the Department offices.
 - iii. Report of consumption of consumable versus number of documents registered and total number of pages in documents registered
- c. Payment Management
- i. Vendor to submit details of invoices submitted to JDR office
 - ii. Report to monitor payment done and payment pending

In case development and hence availability of system is delayed at the time of issue of work order, above functions has to be done manually by the vendor in coordination with the Department till the availability of system. Vendor has to fully cooperate to run this system and make it successful. He will be responsible for any actions done through his credentials.”

5. The existing section 8 ‘Delivery Schedule’ which is as under,

#	Activity	Duration	Timeline
1.	Project Start (Award of Contract) i.e. Date of issue of work order by the Purchaser	-	T
2.	Approval of graphics by Department	10 Days	T + 10 Days
3.	Supply of 1 st batch of CDs	15 Days	T + 25 Days
4.	Supply of next batches of CDs	15 Days	Date of confirmation of order by JDR + 15 Days
5.	Replacement of rejected lot	15 Days	Date of intimation of rejection by JDR + 15 days

Is replaced by,

#	Activity	Duration	Timeline
1.	Project Start (Award of Contract) i.e. Date of issue of work order by the Purchaser	-	T

2.	Approval of graphics by Department	10 Days	T + 10 Days
3.	Supply of 1 st batch of CDs	30 Days	T + 40 Days
4.	Supply of next batches of CDs	30 Days	Date of confirmation of order by JDR + 30 Days
5.	Replacement of rejected lot	30 Days	Date of intimation of rejection by JDR + 30 days

.....**End of Corrigendum**.....