

OFFICE OF THE CDM&PHO, KORAPUT
DISTRICT PROGRAMME MANAGEMENT UNIT, NHM

Advt .No. 2356/DPMU/NHM/2022

Date: 02/07/2022

Short Tender call notice

Sealed tenders are invited from registered suppliers/agencies for supply of A. office stationary and B. printing & supply of different type of printing assignments to CDM & PHO, Koraput (NHM wing) for a period of One year on an annual rate contract basis. Details regarding the items, terms & conditions and formats for submission of tender may be downloaded from the website: www.koraput.nic.in . The tenders should reach the office of the undersigned by 25.07.2022 till 11:00 A.M. The tender will be opened at 04: 00 P.M. on 25.07.2022. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.


CDM & PHO, Koraput

A. OFFICE STATIONARY



**CDM & Public Health Officer
Koraput**

**PROCUREMENT OF MISCELLANEOUS STATIONARY ITEMS ON
ANNUAL RATE CONTRACT**

1. Sealed tenders are invited from registered suppliers/agencies/authorized dealers for supply of miscellaneous stationary items to office of the CDM & PHO (NHM, Koraput) for a period of one year on annual rate contract basis.

2. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from our website: www.koraput.nic.in

3. The tender will have to be submitted in two parts i.e. **technical bid (Cover-A)** and **price bid (Cover-B)**. The bidders should submit their technical and price bid separately in two envelopes clearly marked as technical bid & price bid and those two envelopes should be put into another outer envelop superscribed as "**Tender for Supply of Miscellaneous Stationary Items on Annual Rate Contract Basis to CDM & PHO (NHM, Koraput) to advt. No- 2356. dtd. 02.07.2022**".

The tenders should be addressed to:

The Chief District Medical & Public Health Officer,
Jail Road, National Health Mission
Koraput
Pin Code- 764020

The last date & time of submission of tender is **25.07.2022 till 11 A.M.** The tender shall be opened on **25.07.2022 at 04:00 PM** in the office chamber of CDM&PHO, Koraput in the presence of bidders or their authorized representative who may wish to be present. The tender document is to be submitted by Regd.post/Speed post/ courier services only.

It is requested that tender indicating the rate for different items be furnished in the specified formats as mentioned in the tender.

Terms & conditions

It may be noted that rates shall be quoted against the brand of items mentioned below at Tender Format - Cover B (Price Bid) at Annexure-I & II. **Rates should not be more than MRP.** Bidders who **qualify technically** [as per submission of relevant valid documents as asked to be submitted in Technical Bid - Cover A - Part 1, fulfilling all the terms & condition of the tender document], their **Price Bid (Cover B - Part 2)** shall **only** be opened.

1. The firm should have GSTIN.

2. The firm should have PAN

3. Photocopy of Income Tax Return for the FY 2018-19, 2019-20 and 2020-21

Tender must be accompanied by **Tender document Cost of Rs.1180/-** (Non refundable) and **EMD of Rs. 20,000/-** (Refundable) in technical bid by way of demand draft, drawn on any Nationalized/ Scheduled Bank in favor of "**ZSS Non- NRHM, Koraput** payable at Koraput. Tenders not accompanied by tender document cost & EMD will not be considered. EMD of unsuccessful bidders will be returned without interest on finalization of bid. EMD of successful bidder will be retained & will be refunded on successful completion of the job without interest.

4. The firm will have to submit an **Affidavit** (On original Stamp Paper of relevant value) in the technical with the following clauses

- i. Our organization has not been blacklisted by any Government Organization
- ii. Our organization does not have any legal suit / criminal case pending against it for violation of VAT/ST/CST Act/GST or any other law.
- iii. The CDM & PHO, Koraput will have no liability regarding transportation, loading and unloading of material and all the material ordered for shall be delivered at the designated place in good condition. The defective or damaged material if any will be replaced by our Organization.
- iv. Our organization agrees to abide by all terms & conditions of tender
- v. Our organization will quote prices inclusive of all taxes.

5. In the technical bid the firm will also have to submit the photocopies of PAN, GST registration having GSTIN and copy of IT Return for the FY 2018-19, 2019-20 & 2020-21.

6. Only those firms/ Agencies **should participate in the tender** who are willing to supply **all the items** (may not be for all brands against each item) mentioned in the Annexure I & II. Firms/Agencies who don't quote the rates for **all items** (may not be for all brands against each item) **as per the format** mentioned in Annexure I & II are liable to be rejected. The bidders **should not quote** any **other brand** which are **not mentioned** in the list of items mentioned at Annexure I & II.

7. The supplier selected shall have the responsibility to supply the stationary items mentioned at Annexure I & II as per supply order which is required for carrying out day to day official work of NHM, Office of the CDM & PHO, Koraput.

8. This rate will be applicable for purchase of the stationary items for **One year** on an annual rate contract basis.

9. The suppliers shall also ensure that the quality and quantity has to be as per the supply order and approved rate contract.

10. The supply of items shall be made immediately (within a day) after placement of supply order at the Office of the CDM & PHO, Koraput and supplier shall submit the bill for payment at the approved rate in respect to the quantity of items supplied.

11. The approved supplier shall have to furnish a **performance security** of Rs.20,000/- in the shape of demand draft in favour of **ZSS Non-NRHM, Koraput** payable at Koraput which will be retained till successful completion of the rate contract period. However, the EMD of Rs.20,000/- submitted by the approved bidder at the time of bid submission may be converted to Performance Security and in that case the approved bidder does not have to submit any additional performance security.

12. In case of failure on part of the approved supplier to supply the items mentioned at Annexure -I & II as per supply order within stipulated period, the CDM & PHO shall have the liberty to purchase those items from other sources and the approved supplier shall be liable to pay the excess amount which this Directorate may have to incur being the different of actual amount of purchase minus the amount as per approved rates. Accordingly the difference as aforesaid shall be recovered from the approved supplier from the performance security deposit amount.

13. For any dispute, decision of CDM & PHO, Koraput shall be final.

14. All legal disputes are subject to the jurisdiction of Koraput court only.

15. The CDM & PHO, Koraput reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason.

CDM & PHO, Koraput

**CDM & Public Health Officer,
Koraput**

TENDER FORMAT Part -1 (Technical Bid) - Cover A (to be furnished in Cover A-Technical Bid)

| | | |
|----|---|--|
| 1 | Name of the Organization | |
| 2 | Address of the Organization | |
| 3 | Name of authorized signatory (in capital letters) | |
| 4 | Specimen signature of the authorized signatory | |
| 5 | Telephone number of authorized signatory / Organization | |
| 6 | GST registration acknowledgement | (Photo copy to be attached) |
| 7 | GSTIN (GST identification number) | |
| 8 | PAN | (Photo copy to be attached) |
| 9 | Draft number and date of the Tender Document Cost of Rs. 1180/- (Non-Refundable) | (Draft to be submitted) |
| 10 | Draft number and date of the EMD of Rs. 20,000/- | (Draft to be submitted) |
| 11 | Copy of Income Tax Return for the FY 2018-19, 2019-20 & 2020-21 | (Photo copy to be attached) |
| 12 | Affidavit of declaration certified by Notary that the organization does not have any legal suit / criminal case pending against it for violation of ST/VAT/CST act/GST or any other law and agrees to abide by all terms & conditions of the tender. | (Affidavit in original stamp paper certified by Notary with clauses as mentioned in clause no. 4 of the terms & conditions) |
| 13 | Whether all documents are submitted and signed by the authorized signatory of the organization in each page with seal (Yes/ No) | |

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement / furnishing of forged documents etc. at any stage, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place
Date
Seal

TENDER FORMAT Part -II (Price Bid) - Cover B (to be furnished in Cover B-Price Bid)
Annexure-I (Office Stationary Items)

| SL. No. | Name of the Items | BRAND-I | Rate (Rs.) inclusive of all taxes | BRAND - II | Rate(Rs.) inclusive of all taxes | BRAND-III | Rate(Rs.) inclusive of all taxes |
|---------|---|----------------|-----------------------------------|--------------|----------------------------------|---------------|----------------------------------|
| 1 | ALPIN 100 gm | BELL | | GORILLA | | BEST | |
| 2 | ALPIN MAGNETIC BOX | OMEGA | | BELL | | CELLO | |
| 3 | ARCH FILE CARD BOARD with Liver (14"x10") | SWETA | | STAR | | Shiva | |
| 4 | ARCH FILE PLASTIC 2-D Ring Binger (25 MM) | FILE MAX | | TRIO | | SAYA | |
| 5 | BINDER CLIP 19 mm | ODDY | | CORPORATE | | BAMBALIO | |
| 6 | BINDER CLIP 25 mm | ODDY | | CORPORATE | | BAMBALIO | |
| 7 | BINDER CLIP 41 nun | ODDY | | CORPORATE | | BAMBALIO | |
| 8 | BINDER CLIP 51 mm | ODDY | | CORPORATE | | BAMBALIO | |
| 9 | WHITE BOARD MARKER | REYNOLDS | | CELLO | | CAMEL | |
| 10 | BOARD PIN (Plastic top) | VIKRANT | | GORILLA | | ODDY | |
| 11 | BROWN TAPE (for PACKING) 2 M and 50 mtr | ISO MARK | | ISO MARK | | ISO MARK | |
| 12 | BUDKING | Best quality | | Best quality | | Best quality | |
| 13 | CALCULATOR 12 DIGIT with Warranty | CASIO | | BISTEC | | CLARO | |
| 14 | Cash Register Legal size (number wise) | Anupam | | Ahswini | | Navneiet | |
| 15 | CD 100 NOS PACK With pouch | MOSER BEAR pro | | SONY | | PHILIPS | |
| 16 | CD Album A4 Size 100 CD | Oddy | | | | | |
| 17 | CD JEWELL CASE 10 NOS PACK | MOSER BEAR | | SONY | | PHILIPS | |
| 18 | CELLO TAPE 1" and 50 mtr | PREMIER | | CELLO | | Hi-Tech | |
| 19 | CELLO TAPE 2" and 50 mtr | PREMIER | | CELLO | | Hi-Tech | |
| 20 | COLOUR CARD POST CARD SIZE (Per 100 Card) | Best quality | | Best quality | | Best quality | |
| 21 | COOLIN SPRAY 500 ML | P&G | | HLL | | Rekitbenkiser | |
| 22 | CD Mailer 20 nos. pack | Local | | Local | | Local | |
| 23 | COPIER PAPER Legal Size 70 GSM (500 Sheets) | IK | | IMAGE | | BILT | |
| 24 | COPIER PAPER A4 75 GSM - 500 Sheets | IK | | IMAGE | | BILT | |
| 25 | Correction Fluid with Diluter | KORES | | CAMLIN | | Luxor | |
| 26 | CORRECTION PEN | LUXORE | | KORES | | Camlin | |
| 27 | COVER FILE POLY COATED | ASHOKA | | SWOSTI | | LOTUS | |
| 28 | PENCIL CUTTER | NATRAJ | | CELLO | | APSARA | |

(Signature)
CDM & Public Health Officer
Koraput

| | | | | | | | |
|----|--|--------------------|--|---------------|--|-----------------------|--|
| 29 | CELLO TAPE DISPENSER | CELLO | | OMEGA | | KORES | |
| 30 | DRAWING SHEET full size | JK | | IMAGE | | Modi | |
| 31 | DVD -R (100 Nos. Pack) (DVD-R, 16X/4.7 GB) with pouch | MOSER BEAR pro | | SONY | | PHILIPS | |
| 32 | DVD RW (10 Nos. (Jewel case Pack) | MOSER BEAR pro | | SONY | | Local' | |
| 33 | ENGAGEMENT STAND (12"x8.5") Size (Acrylic Fiber Transparent) | Omega | | CELLO | | PHILIPS | |
| 34 | Rubber ERASER 33mm x 17mm x 10mm | NATRAJ | | CELLO | | APSAJRA | |
| 35 | Paper Flag (self adhesive)- Colored (Four Colors) Size 1"X3" (50x4 colors) | Oddy | | Camlin | | Trio | |
| 36 | Plastic Flag (self adhesive) - Colored (Four Colors) Size 1"X3" (50x4 colors) | Oddy | | Camlin | | Trio | |
| 37 | FLIP CHART (25 Sheets , 25 mm Grid rule) | Oddy | | Best quality | | Local | |
| 38 | Plastic Folder (Full Scape) with single bottom | KOLOR NINE KN-284F | | KEA | | SAYA | |
| 39 | Plastic Folder (Full Scape) Clear Bag with single bottom | KOLOR NINE KN-412F | | KEA | | SAYA (Natraj) (SY339) | |
| 40 | Plastic Folder Two Packet (Full Scape) with single bottom | KOLOR NINE KN-216F | | KEA | | SAYA, . | |
| 41 | Folder Executive (Full Scape) | KOLOR NINE | | KEA (KW4021L) | | FALCON (7536 N) | |
| 42 | Executive Folder Leather Finish | KOLOR NINE | | KEA - KW 503 | | SAYA | |
| 43 | L FOLDER A4 | Worldone | | KEA | | SAYA" | |
| 44 | Glossy Paper for Photo Printing A4 (20 Sheet 180 GSM) | ODDY | | | | | |
| 45 | Glossy Paper for Photo Printing A4 (20 Sheet 220 GSM) | ODDY | | | | | |
| 46 | GUM tube 50 ml. | KORES | | Fevigum | | FEVICOL | |
| 47 | GUM STICK 15gm | ODDY | | FEVISTIC | | CAMEL | |
| 48 | HIGHLIGHTER | FABER CASTELL | | CELLO | | LUXOR = j ■■ | |
| 49 | JAMES CLIP PLASTIC COATED (100 CLIPS) | ZEN | | ODDY | | BEST ; | |

| | | | | | | | |
|----|---|----------|--|--------------|--|--------------|--|
| 50 | Letter Despatch / Receive Registers (number wise) | Anupam | | Ajanta | | Sweta. | |
| 51 | Mounting Tape (Double side foam tape) 24mm | Oddy | | Cello | | i. V | |
| 52 | File Packing doth Markin (red) per 1 Mtr | | | | | | |
| 53 | OHP SHEET A4 (100 Sheet Pack) | ODDY | | TECNOBA | | | |
| 54 | PAPER CUTTER MRP 10/- | Natraj | | CLARO | | KOREfe | |
| 55 | PAPER TRAY PLASTIC (Full Scape) | M-PLATIC | | CELLO | | SUPREME | |
| 56 | PAPER WEIGHT glass (square Shape) | LOCAL | | | | | |
| 57 | PAPER WEIGHT Fiber (square Shane) | LOCAL | | | | | |
| 58 | PARMANET MARKER (OHP) | RENOLDS | | CELLO | | FABER CASETL | |
| 59 | PEN (MRP- 5/-) | Reynold | | CELLO | | LINC | |
| 60 | PEN (Use & Trough) | LINC | | Elkos | | Rider : | |
| 61 | PEN MRP 10/- | Reynold | | CELLO | | LINC | |
| 62 | PEN MRP 30/- | Reynold | | CELLO | | LINC | |
| 63 | Pen MRP 60/- | Reynold | | CELLO | | LINC | |
| 64 | Pencil | NATRAJ] | | Faber easel | | APSARA | |
| 65 | PENCIL BATTARY AAA- MRP-not less than Rs.12/- | EVEREDY | | Duracell | | Nippo | |
| 66 | PENCIL BATTARY AA - MRP-not less than Rs.12/- | EVEREDY | | Duracell | | Nippo | |
| 67 | Peon Book | OXFORD | | SWETA | | Local | |
| 68 | PUNCHING MACHINE DOUBLE | KANGARO | | KORES | | i. | |
| 69 | PUNCHING MACHINE DOUBLE Heave duty | KANGARO | | KORES | | | |
| 70 | PUNCHING MACHINE SINGLE | KANGARO | | KORES | | | |
| 71 | ROOM AIR FRESHNER (Spray) 125 gm / 234 ml | Ria | | Ambipure | | Midas care | |
| 72 | Rubber ring elastic 100 gm Pkt 2" | | | | | | |
| 73 | Register (Rulled) number wise | Anupam | | Navneet | | Sweta | |
| 74 | SCALE STEEL 12" THIKNESS NOT LESS THAN 1 MM | NATRAJ | | CELLO | | | |
| 75 | SCISSORS 12" Plastic handle | DE XIAN | | GORILLA | | GODREJ | |
| 76 | SCISSORS 6" Plastic handle | DE XIAN | | GORILLA | | GODREJ; | |
| 77 | SKETCH PEN (Pkt. of 10) | LUXORE | | FABER CASETL | | CAMEL | |
| 78 | STAMP PAD 8 CMx12CM | KORES | | CAMEL | | FABER CASETL | |


CDM & Public Health Officer
Koraput

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|-----|---|-----------------|--|---------|--|-----------------|--|
| 79 | STAMP PAD INK 100mL | KORES | | CAMEL | | FABER CASETL | |
| 80 | STAPPLER PIN MEDIUM 24/6 | KANGARO | | KORES | | | |
| 81 | STAPPLER PIN SMALL NO- 10 1M | KANGARO | | KORES | | | |
| 82 | STAPPLER PIN BIG 26/10 | KANGARO | | KORES | | | |
| 83 | STAPPLER HEAVY DUTY | KANGARO | | KORES | | | |
| 84 | STAPPLER MIDIUUM HD 45 | KANGARO | | KORES | | | |
| 85 | STAPPLER SMALL 10M | KANGARO | | KORES | | | |
| 86 | STENO KHATA 100 Pages | OXFORD | | MBD | | | |
| 87 | STIKYPAD (3" x3") | ODDY | | TRIO | | | |
| 88 | STIKYPAD (4" x4") | ODDY | | TRIO | | | |
| 89 | STOCK REGISTER 360 Pages (Legal size) | Anupam | | Ashwini | | Eagle | |
| 90 | TAG (50 Nos.) 5.5 inch white thread | Local | | Local | | Local | |
| 91 | Towel for Chair (88X175) CM | Bombay dying | | Khadi | | Local | |
| 92 | Towel Hand (16"x24") | Bombay dying | | Khadi | | Local | |
| 93 | Visiting Card Holder -120 cards with cover (11cmx19cm) | Trio | | KEA | | Saya | |
| 94 | Writing Pad 5 subject, Pages 300 size 14x21.6 CM Spiral | BILT/JK | | Luxor | | Other | |
| 95 | Writing pad 160 pages 70 GSM spiral size 14x21.6 CM single ruled | BILT/JK | | Luxor | | Other | |
| 96 | WRITING PAD SPIRAL 1/6 (100 pages) | BILT/JK | | Luxor | | SCOLAR | |
| 97 | WRITING PAD GENERAL 70 GSM 40 PAGES | PRINTED | | | | | |
| 98 | HARD BOARD FILE WITH LACE | | | | | | |
| 99 | Envelop 90 GSM White Paper with single colour printing (Size: 12.5 CM x 28 CM) | | | | | | |
| 100 | Envelop 90 GSM Yellow Paper with single colour printing & inner side lamination (Size: 25 . CM x 30 CM) | | | | | | |

Pl. mention the % of GST included in the above price:

Note: The bidder have quote for all Items (may not be for all brands)

N.B.: While preparing the price bid for Office stationeries (PART A), please see that , you maintain the same "serial number as in Annexure-I (Page No.7)"

Non response items may be marked as "-----" to maintain same seriality. That means the bidder has to maintained all items irrespective of bided or not.

(Signature and seal of the authorized signatory)

Place :

Date :


CDM & Public Health Officer
Koraput

B. PRINTING ASSIGNMENT AND HOARDINGS


CDM & Public Health Officer,
Koraput

**CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER, KORAPUT**

Tel: 06852-252064

Tender Reference No-

Dated

TENDER DOCUMENT

FOR

**Taking up different Printing Assignment and
Hoardings**

Address for Correspondence-

**OFFICE OF THE
CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER, KORAPUT**

**At/Po-JAIL ROAD, Dist- Koraput, Odisha
Pin-764020.**


**CDM & Public Health Officer
Koraput**

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, KORAPUT

SECTION -I

NOTICE INVITING TENDER

Tender Reference No : 2356/CDMO/2022-23/Printing Assignments, Dated:

TENDERS ARE INVITED FROM ELIGIBLE BIDDERS

| | | |
|---|---|--|
| 1 | Period of Availability of Tender Document | (Downloadable from website: www.Koraput.nic.in) In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the above mentioned website before last date of submission of tender document and the tender inviting authority shall have no responsibility for any delay / omission on part of the bidder. |
| 2 | Date, time & place of Pre-bid meeting | Date: 12.07.2022, Time: 04:00 P.M. Place : OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, KORAPUT |
| 3 | Last date & time for submission of Tender | Date: 25.07.2022 Time: 11:00 A.M. Address of Submission of Bid: OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HELATH OFFICER, KORAPUT <i>(Through Speed post / Registered post/ Courier)only</i> |
| 4 | Date, time and place of opening of Tender | A. Technical Bid (Cover A) opening: 25.07.2022 at 04.00 P.M in the address mentioned above. B. Financial Bid (Cover B): <i>The date of opening of financial bid will be intimated to the firms found successful in the technical bid evaluation.</i> <i>(Venue is mentioned at the address mentioned above)</i> <i>(Bidders / authorized representative may remain present at the time of opening of bid)</i> |


CDMO & Public Health Officer
Koraput

TENDER DOCUMENT FOR PRINTING OF MATERIALS

Section – I (Instruction to Bidders)

01. Sealed tenders are invited from registered printing agencies (with GST registration having GSTIN) having adequate experience in printing & supply of different type of printing assignments.

02. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may down load the tender document from the website www.koraput.nic.in

03. The tender should be submitted in two parts i.e. **Technical Bid (Cover-A)** and **Financial Bid (Cover-B)**. The bidders should submit their **technical and financial bid separately in two separate envelopes** and the same should be put into **another cover envelop** superscribed as **"Tender for Different Printing Assignments and Installation of Hoarding to advt. No. 2356"**. The Technical & Financial Bid envelopes should be clearly marked as Technical Bid & Financial Bid on the top of the relevant envelopes. The tenders should be addressed to:

*The Chief District Medical & Public health Officer,
Koraput,
Jail Road, Koraput, Pin -764020, Odisha*

04. Bidders who **qualified in technical Bid**[as per submission of relevant valid documents as asked to be submitted in Technical Bid – Part 1 - Tender Forms (T1,T2 & T3), fulfilling all the terms & condition of the tender document and inspection of infrastructure of the bidder if required], their **Financial Bid** (Part 2) shall **only** be opened. The circulars issued by the Finance Department, Govt.of Odisha from time to time regarding tax matters shall be taken into account for evaluation and shall be binding on the bidders. The bidders are requested to clearly mention the **% of GST along with HSN Code of GST separately against each item** as mentioned in the price bid format (Part 2). The unit price (exclusive of tax) shall be taken into account for evaluation. Also during evaluation, as per the Govt. of Odisha Finance Deptt. Office memorandum No. 13290 dtd. 2.4.2013 (Clause 2), the price preference system shall be applicable to **local micro & small enterprises** registered with respective DIC, Khadi, Village, Cotton & Handicraft Industries, OSIC and NSIC.

05. As per Finance Department office memorandum no.21926 dtd. 12.8.2015, **Local micro & small enterprises** registered with respective DIC, Khadi, Village, Cotton & Handicraft Industries, OSIC and NSIC while participating in tenders of Government Departments & Agencies under its control shall be exempted from payment of earnest money (EMD). On conclusion of the bidding process, the local MSE bidder, if selected, shall be required to pay 25% of the value of performance security.


**CDM & Public Health Officer
Koraput**

06 .SCHEDULED OF REQUIREMENT WITH SPECIFICATIONS

| Sl. No | Name of the Item | Specification | Qty(in nos) |
|--------|------------------------------------|---|--------------------|
| 01 | Poster | 1) Size – 56 CM X 44 CM, Process – Multi Colour (four colour) & Paper – 130 GSM Art paper. | As per requirement |
| 02 | | 2) Size – 56 CM X 44 CM, Process – Multi Colour (four colour), Paper – 130 GSM Art Paper fixing with adhesive double side Gum tape in the back side of poster. | |
| 03 | | 3) Size – 56 CM X 44 CM, Process – Multi Colour (four colour) & Paper – 90 GSM Art Paper. | |
| 04 | | 4) Size – 56 CM X 44 CM, Process – Multi Colour (four colour), Paper – 90 GSM Art Paper fixing with adhesive double side Gum tape in the back side of poster. | |
| 05 | Leaflet | 1) Size – 28 CM x 22 CM, Process – Multi Colour(four colour) & Paper – 130 GSM Art Paper, Print - Single side | As per requirement |
| 06 | | 2) Size – 28 CM X 22 CM, Process – Multi Colour(four colour)& Paper – 90 GSM Art Paper, Print- Single Side | |
| 07 | | 3) Size – 28 CM X 22 CM, Process – Multi Colour(four colour)& Paper – 90 GSM Art Paper, Print- Both side. | |
| 08 | Change of Flex banner for Hoarding | Size- 16'x 8' (with fitting in 20 nos. health institution of Koraput district) In Sq. Ft. | As per requirement |
| 09 | Wall Painting | Size – 8' x 4', Process – Multi colour, plastic emulation paint. | As per requirement |
| 10 | Painting of natural art | Size – per sq. ft., Process – Multi colour(four colours), Real Art Painting with enamel colour. | As per requirement |
| 11 | Kanth Kahe Kahani Calendar | Size- 75 CM X 50 CM, Process – Multi Colour (Four Colour), Paper – 170 GSM Art Paper & Fixing with adhesive double side Gum tape in the back side of Calendar. | As per requirement |
| 12 | UHND Display Branding | Size – 5'-0" X 3'-6", Sun board Vinyl Pasting, Thickness – 3 MM ECO Solvent Printing. | As per requirement |
| 13 | UHND Signage Board | Size- 0'- 5"X 1'- 6", Sun board Vinyl Pasting, Thickness – 3 MM ECO Solvent Printing. | As per requirement |
| 14 | RBSK Screening register | Unit : Register; Size : (Closing Size : 32 cmx20 cm) Inner Pages: 100sheet; Inner paper: 70 GSM Maplitho White Paper ; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. | 28 |
| 15 | Office register | Unit : Register; Size : (Closing Size : 29 cmx17 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit) | 50 |
| 16 | PIP book | Unit Book, Paper Size: A4, No. of sheets: 100, Printing Type: Double side, Paper Quality: 70 GSM (White paper), Binding Type: Book binding, One Multicolor drawing sheet cover with front & Back side, paper for front cover page 170 GSM paper | 20 |

| | | | |
|----|---|--|--------------------|
| | | glossy. (Single matter for each 100 page x 3 copy x 30 nos. Institute) | |
| 17 | HBNC format | Unit: Booklet; Paper Size : A4, No. of sheets :30 (Single side printing). Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho | As per requirement |
| 18 | Display Board | Size – 3 X 2', Iron gauze bar 20 Gauze 1", Printing of message on flex & pasting print quality front lit them | As per requirement |
| 19 | ASHA Folder | Size- 14 CM X 22 CM (A4 ½), Process- Multi Colour, Paper – 220 GSM Art Paper, Page- 4 side printing. | As per requirement |
| 20 | Handout for AWW /ASHA (6 Page Folder) | Unit: Booklet; Paper Size : A4; No. of sheets : 1; Printing Type : Both side Multi color; Paper Quality : 170 GSM White glossy paper | As per requirement |
| 21 | ASHA Standard Reporting Format in Duplicate | Unit: Booklet; Paper Size : A5; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper; | As per requirement |
| 22 | Reporting Format A4 size 2side | Unit: single sheet; Paper Size : A4; No. of sheets : 1; Printing Type : Both side Black color Paper Quality : 70 GSM White paper | As per requirement |
| 23 | Reporting Format A4 size 2 side pad | Unit: Booklet; Paper Size : A4; No. of sheets : 100; Printing Type : Both side Black color Paper Quality : 70 GSM White paper, Binding : Top side | As per requirement |
| 24 | Reporting Format A4 size 1 side | Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type : single side Black color; Paper Quality : 70 GSM White paper. | As per requirement |
| 25 | Reporting Format A4 size 1 side pad | Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding. | As per requirement |
| 26 | Reporting Format legal size | Unit: Booklet; Paper Size : Legal; No. of sheets : 1; Printing Type : Both side Black color Paper Quality : 70 GSM White paper | As per requirement |
| 27 | HMIS reporting format-SC | Unit: Booklet; Paper Size : A4; No. of sheets : 100 pages(single side printing); Printing Type : Single side, Black Paper Quality: 70 GSM White Maplitho paper; Binding Type : Top Pad binding , printed cover page mentioning month, year, name of the Sub centre with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable | 337 |
| 28 | HMIS reporting format-PHC(N) | Unit: Booklet; Paper Size : A4; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the PHC(N) with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate | 54 |

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| | | should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable. | |
| 29 | HMIS reporting format-CHC/SDH/DHH | Unit: Booklet; Paper Size : A4; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the CHC/SDH/DHH with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM, One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable. | 18 |
| 30 | RKS Slip | Unit: Booklet; Paper Size : 1/10; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper. Top pad binding | As per requirement |
| 31 | User charges Receipt book | Unit: Booklet; Paper Size : 1/10 ; No. of sheets : 100 (With duplicate copy); Printing Type : Single side, Black Paper Quality : 60 GSM color Maplitho paper, Receipt book binding; with unique numbering | |
| 32 | User fee collection Receipt book | Unit: Booklet; Paper Size : 1/12 ; No. of sheets : 100 (single copy); Printing Type : Single side, Receipt binding with par-potting; Black Paper Quality : 60 GSM color Maplitho paper; with unique numbering | As per requirement |
| 33 | ASHA Voucher | Unit: Booklet; Paper Size : 1/8 ; No. of sheets : 100 (single copy); Printing Type : Single side black, Receipt binding with par-potting & unique numbering; Paper Quality : 60 GSM color Maplitho paper; cover print paper : 130 GSM art paper; Print: Both side; colour; Multi colour. | As per requirement |
| 34 | Flex Banner Printing | 240 GSM Flex Banner with 3 Pass Printing Quality | As per requirement |
| 35 | Vinyl Printing | Solvent Vinyl Printing (per sq. ft. wise) | |
| 36 | | Eco Solvent Vinyl Printing (per sq. ft. wise) | As per requirement |
| 37 | Branding Material Acrylic Signage Display (Sandwich Model) | Base Sheet : Imported Acrylic Sheet Size (3x2)Ft & 4mm thickness Topping Sheet : Imported Acrylic Sheet Size (3x2)Ft & 3mm thickness Fitting Type : Wall Mount by stainless steel stud (all 4 corners) Printing : Multicolour Eco-solvent Vinyl Printing Lamination : Gloss type Lamination Pasting: Flash cut and should be orderly pressing without air bubble inside. | As per requirement |
| 38 | Standee | Width: 3 feet with aluminum base Height: flexible aluminum rod extendable minimum of 6 feet height. Flex: 3 feet x 6 feet (two set) | As per requirement |
| 39 | Hand out brochure of 3 fold | Size- 15 inch X 10 inch, Process- Multi Colour, Paper – 170 GSM Art Paper, Print: Both sides. | As per requirement |
| 40 | Invitation card | Size-6 inch x 4 inch, Process- Multi Colour, Paper – 170 GSM Art Paper, Print: Single sides. | As per requirement |
| 41 | Due list cum Tally sheet | Unit: single; Paper Size: A3; No. of sheets: 1; Printing Type: single side, Paper Quality: 70 GSM White paper. | As per requirement |


 CDM & Public Health Officer
 Koraput

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| 42. | Mini Hoarding (6 x 3) ft | <p>Hoarding category-1 Display area : 6 ft x3 ft Display material : Preferably 18 gauge printed or printed tin plate Total height from inside the ground : 10 ft L iron angle (2" L iron Angle should be used) Base (Inside ground) 2 ft in side cement concrete Above Ground: Ground to Top 8 ft. Length 6 ft L iron angle (2" L iron angle should be used) Mid joist bar to support display material : 3 ft L iron angle (2" L iron angle should be used)</p> | As per requirement |
| 43. | Mini Hoarding (4 x 3) ft | <p>Hoarding category-2 Display area : 4 ft x3 ft Display material : Preferably 18 gauge printed or printed tin plate Total height from inside the ground : 10 ft L iron angle (2" L iron Angle should be used) Base (Inside ground) 2 ft in side cement concrete Above Ground: Ground to Top 8 ft. Length: 4 ft L iron angle (2" L iron angle should be used)</p> | As per requirement |
| 44. | Hoarding (8' x 16') ft | <p>Hoarding category-3 Display area : 8 ft x16 ft Display material: Flex should be best quality with digital multicolored printing. Flex should be fixed by iron pipes and GI wires. Base (Inside ground) 3 ft in side cement concrete Above Ground: structure of the hoarding will be 5 ft height from ground level. Joist = 5" x 2.5" / Angle= 3" x 3" / Angle= 2" x 2" The hording should be tagged as RMNCH+A hording no. - with date of installation in a suitable area of the hoarding. The hoarding should cover the cost of materials tax transportation, mounting and one year AMC. Etc.</p> | As per requirement |
| 45. | Hoarding (6' x 10') ft | <p>Hoarding category-3 Display area : 6 ft x10 ft Display material: Flex should be best quality with digital multicolored printing. Flex should be fixed by iron pipes and GI wires. Base (Inside ground) 2.5 ft in side cement concrete Above Ground: structure of the hoarding will be 5 ft. height from ground level. Joist = 4" x 2" / Angle= 3" x 3" / Angle= 2" x 2" The hording should be tagged as RMNCH+A hording no. - with date of installation in a suitable area of the hoarding.</p> | As per requirement |
| 46 | Hoarding (15' x 30') ft | <p>Display area : 15 ft x30 ft Display material: Flex should be best quality with digital multicolored printing. Flex should be fixed by iron pipes and GI wires. Base (Inside ground) 3 ft in side cement concrete Above Ground: structure of the hoarding will be 5 ft height from ground level. Joist = 5" x 2.5" / Angle= 3" x 3" / Angle= 2" x 2" The hording should be tagged as NTEP hording no. - with date of installation in a suitable area of the hoarding. The hoarding should cover the cost of materials tax transportation, mounting and one year AMC. Etc.</p> | |

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| 47 | Hoarding (15' x 12') ft on Free Blood Service & disorder | <p>Display area : 15 ft x12 ft</p> <p>Display material: Flex should be best quality with digital multicolored printing</p> <p>Flex should be fixed by iron pipes and GI wires.</p> <p>Base (Inside ground) 3 ft in side cement concrete</p> <p>Above Ground: structure of the hoarding will be 5 ft height from ground level.</p> <p>Joist = 5" x 2 5" / Angle= 3" x 3" / Angle= 2" x 2"</p> <p>The hoarding should be tagged as RMNCH+A hoarding no. – with date of installation in a suitable area of the hoarding. The hoarding should cover the cost of materials tax transportation, mounting and one year AMC. Etc.</p> |
| 48 | SNCU Case Sheet Docket Folder | <p>) Docket Folder: 1 No. 2) Discharge Card: 1 No. 3) Neonatal Case Record Sheet: 1 No. 4) Investigation Sheet: 1 No. 5) Treatment Continuation & Clinical condition record Sheet: 3Nos. 6) Monitoring & Nurses Order Sheet: 1 No.</p> |
| 49 | Admission Register | <p>Cover</p> <p>Size : 22" x 17"</p> <p>Paper : 90 GSM Maplitho, Brightness : 77 (Min.)</p> <p>Printing : Multi Colour offset printing.</p> <p>Inner</p> <p>Size : 22" x 17"</p> <p>Pages : 150 page per register</p> <p>Paper : 90 GSM Maplitho, Brightness : 77 (Min.)</p> <p>Printing : Bi Colour offset printing</p> |
| 50 | Follow-up Register | <p>Size : 14" x 9"</p> <p>Pages : 100 page per register</p> <p>Register cover should be on brown board</p> <p>Paper : 90 GSM Maplitho, Brightness : 77 (Min.)</p> <p>Printing : Bi Colour offset printing</p> |
| 51 | Small Sticker | <p>Multi Color</p> <p>5 CM x 10 CM</p> <p>90 GSM</p> |
| 52 | Big Sticker | <p>Multi Color</p> <p>56 CM x 44 CM</p> <p>90 GSM</p> |
| 53 | IEC Folder for School Level Sensitization Programme | <ul style="list-style-type: none"> • Size : 14 cm X 28 cm two fold (Total 4 Pages) • Colour : Multi Colour • Paper : 220 GSM Art Paper <p>Lamination : Gloss Lamination of both sides (All 4 Pages)</p> |
| 54 | HBNC format | <p>Unit: Booklet; Paper Size : A4. No. of sheets : 13 (Both side printing); Printing Type : Single side. Black Paper Quality : 70 GSM White Maplitho</p> |

Registers under NTEP

| Sr. No. | Item Name | Specifications | Quantity |
|---------|----------------------------------|---|--------------|
| 1 | Tuberculosis Treatment Card | Size: A4 Type of paper: 300 GSM Paper Printing: Black and white; both side; landscape | 2500 Cards |
| 2 | Patient's TB Identity Card | Size: A5 Type of paper: 300 GSM Printing: Black and white; both side; portrait | 3000 Cards |
| 3 | RNTCP PMDT Treatment Card | Size: A3 Type of paper: 300 GSM Paper Printing: Black and white; single side; landscape Binding: Centre folding with binding & Belt | 1000 Cards |
| 4 | RNTCP PMDT Treatment booklet | Size: A5 Cover page: 150 GSM Paper Inside page: 70 GSM Printing: Black and white; both side Binding: Stapled No. of pages: 36 | 500 Booklet |
| 5 | TB Notification register | Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on left side; Perfect sewn Fabrication: Rows of the table on the left side of the page should be aligned with the rows of the table on the right hand side No. of Pages: 101 sheets (with number) | 65 Register |
| 6 | RNTCP PMDT Treatment Register | Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on left side; Perfect sewn Fabrication: Rows of the table on the left side of the page should be aligned with the rows of the table on the right hand side No. of Pages: 101 sheets (with number) | 5 Registers |
| 7 | Tuberculosis Laboratory Register | Size: A4 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho paper Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on top; Perfect sewn No. of Pages: 151 sheets (with number) | 25 Registers |

| | | | |
|----|----------------------------------|---|-------------|
| 8 | Culture and DST Register | <p>Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on left side. Perfect sewn Fabrication: Rows of the table on the left side of the page should be aligned with the rows of the table on the right hand side No. of Pages: 101 sheets (with number)</p> | 5 Registers |
| 09 | RNTCP PMDT Treatment Register | <p>Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on left side. Perfect sewn Fabrication: Rows of the table on the left side of the page should be aligned with the rows of the table on the right hand side No. of Pages: 101 sheets (with number)</p> | 5 Registers |
| 10 | Tuberculosis Laboratory Register | <p>Size: A4 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho paper Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on top. Perfect sewn No. of Pages: 151 sheets (with number)</p> | 5 Registers |
| 11 | Culture and DST Register | <p>Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM map litho Printing: Black and white; both side; landscape Binding: Good quality hard board register binding; binding gutter on left side. Perfect sewn Fabrication: Rows of the table on the left side of the page should be aligned with the rows of the table on the right hand side No. of Pages: 101 sheets (with number)</p> | 5 Registers |

Note:

* The samples can be inspected at Office of Chief District Medical & Public Health Officer on or before submission of tender.

07. An EMD (Refundable) Amounting Rs.50,000/ in shape of DD may be drawn in favor of "ZSS Non- NRHM, Koraput. Exemption of EMD applicable to local MSEs or DIC Registered Firm in Odisha. As applicable.

08; Tender Fees (Non –refundable) of Rs. 1,180/- (Rupees One Thousand One Hundred Eighty) only in favor of "ZSS Non- NRHM, Koraput" payable at Koraput. In absence of bid document cost the technical proposal of the bidder shall be rejected.

09: Delivery time: 7 days/15 days for reporting format and Hoarding tents respectively

10. Place of delivery: DPMU/ Site will be intimated in orders.


CDM & Public Health Officer
Koraput

TERMS AND CONDITIONS

| Terms & Conditions | | Documents to be Submitted |
|--------------------|--|--|
| 1 | The organization should be a bonafide registered body | Photo copy of the Registration certificate |
| 2 | The organization must have GST registration certificate (with mention of GSTIN) and PAN | Photo copy of GSTIN & PAN |
| 3 | Annual turnover of the bidder must be \geq 50 Lakhs in each year of last three preceding financial years (FY 2018-19, 2019-20 & 2020-21). | Audited Balance Sheet & P&L account of last three preceding financial years duly certified by Chartered Accountant with membership No. |
| 4 | The organization will have to submit an Affidavit (On original Stamp Paper of relevant value) with the following clauses:- 1. It has not been blacklisted by any Government Organization 2. The organization does not have any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law. 3. The Directorate will have no liability regarding transportation, loading and unloading of material and all the material ordered shall be delivered at the designated place in good condition. The defective or damaged printed material if any will be replaced by the Organization. 4. That the organization agrees to abide by all terms & conditions of tender 5. The organization will quote prices (Exclusive of GST) | Affidavit |
| 5 | (i) Tender must be accompanied by EMD of Rs.50,000/- (if the bidder is other than local MSME) as mentioned in Para 07 of Section-I by way of Demand Draft (Must be submitted), drawn on any Nationalized / Scheduled Bank in favour of "ZSS Non- NRHM, Koraput" payable at Koraput. Tenders (if the bidder is other than local MSE) if not accompanied by EMD will not be entertained. (ii) Tender must be accompanied by Tender Fee of Rs. 1,180/- by way of Demand Draft drawn on any Nationalized / Scheduled Bank in favour of "ZSS Non- NRHM, Koraput" payable at Koraput | Demand Draft |
| 6 | The bidder should furnish the copies of the work order executed in similar type of printing works during the last three years. | Photocopies of work orders executed. |
| 7 | The head of the organization (bidder) should submit an authorization and specimen signature of their authorized signatory if any. | Authorization regarding specimen signature of authorized signatory |

| | | |
|----|--|---|
| 8 | <p>The successful bidder (if other than Local MSE) will have to deposit Performance Security @ 10% of the work order value by way of demand draft drawn on any Nationalized / Scheduled Bank payable at Koraput in favour of Chief District Medical Officer, Koraput/ Bank Guarantee from any Nationalized / Scheduled Bank. The successful bidder (if Local MSE) will have to deposit 25% of the stipulated Performance Security (i.e. 25% of 10% of the work order value) by way of demand draft drawn on any Nationalized / Scheduled Bank payable at Koraput in favour of Chief District Medical Officer, Koraput / Bank Guarantee from any Nationalized/ Scheduled Bank. The performance security shall be returned on successful completion of the assignment without interest. The performance security may be forfeited towards compensation for any loss resulting from the successful bidder's failure to fulfil the obligations under the scope of work and terms & conditions of the Purchase Order.</p> | To be submitted at the time of Acceptance of the work order |
| 9 | <p>Conditional Tenders (like alternative price offers etc.) are liable to be rejected. In the event of acceptance, Chief District decision will be final. The tender, which is not as per our required specifications will not be considered.</p> | |
| 10 | <p>A committee selected by the authority may inspect the printing press of the qualified bidder before finalization of financial bid to verify the capacity of printing & other aspects of the offset press & relevant documents.</p> | |
| 11 | <p>If the successful bidder/ bidders fails to supply the entire quantity within the stipulated period (as mentioned against each item in Para 09 in Section I), liquidated damage @ of the following % of the relevant contract value, per week of delays after the stipulated time shall be calculated: 1% for 1st week, 2% for 2nd week, 4% for 3rd week, 8% for 4th week, 16% for 5th week & 30% for 6th week. Default beyond 6th week shall amount to cancellation of work order/contract. The defaulting firm shall not be allowed to participate in the next tender for any item under NHM. Performance Security deposited by the defaulting firm s shall be forfeited.</p> | |
| 12 | <p>The undersigned will not make any advance payment to the organization. The organization will have to carry out the entire job on its own. 100% payment shall be made after delivery of the full quantity. The payments will be paid only after satisfactory completion of the job, submission of bill in that regard .</p> | |
| 13 | <p>All information, documents and data coming in the possession of the organization as a result of execution of the job shall at all time remain the property of Chief District Medical & public Health Officer, Koraput. The organization shall not make or allow any of his employee or agents etc. to make an unauthorized copy, use, access or other utilization of this material commercially or otherwise, directly or indirectly except as agreed to by the Directorate. The organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.</p> | |
| 14 | <p>Bidder must have sound knowledge of latest intellectual and property right. The authority who assigns the work is in no way responsible for any deviation made by the printer in this regard.</p> | |
| 15 | <p>The cost towards the testing of paper (as mentioned in clause 19) will be borne by the successful bidder.</p> | |

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| 16 | The Authority reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever | |
| 17 | Rates quoted against this tender notice shall remain valid up to 24 months after award of contract. No request for increase in rates, if any, will be allowed or entertained during this period. Printing should be as per Specification. | |
| 18 | Page numbering of the Proposals must be done otherwise rejected. | |
| 19 | Jurisdiction: All legal disputes are subject to the jurisdiction of Koraput courts only. | |
| 20 | The bidder shall submit its proposal in the form and manner specified in the Tender. | |

FORMATS - Part 1

FORM – T1

(To be submitted in Technical Bid Envelop)

(The documents has to be arranged serially as per the order mentioned below)

| | | |
|----|---|--|
| 1 | Name of the Organization | |
| 2 | Address of the organization | |
| 3 | Name of authorized signatory (in capital letters) | |
| 4 | Authorization and specimen signature of the authorized signatory | |
| 5 | Telephone number of authorized signatory / Organization | |
| 6 | Registration no (Attach photocopy of registration certificate of the Firm / Registration certificate issued from DIC in case of DIC registered firm) | |
| 7 | GST registration acknowledgement (Photocopy of GST registration) | |
| 8 | GSTIN (GST identification number) | |
| 9 | PAN (Photocopy of PAN) | |
| 10 | Annual turnover certificate duly signed by Chartered Accountant must be submitted for last 3 years (Turnover must be \geq 50 Lakhs each year i.e. 2018-19, 2019-20 & 2020-21) . | |
| 11 | Draft number & date of tender document Cost (Non-Refundable) of Rs.1,180/-. | |
| 12 | Draft number and date of the EMD of Rs.50,000/- (Refundable) [Pl. refer to the Clause 07 of Section – I related to submission of EMD] | |
| 13 | Affidavit of declaration (On original Stamp Paper) as per Clause 4 of the terms & condition | |
| 14 | Whether all documents submitted signed by the authorized signatory of the organization (Yes/ No) | |

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by my/our knowledge. I / we understand that in case of any deviation/forged information in the above statement at any stage, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place
Date

Seal



**CDJ & Public Health Officer
Koraput**

FORM T3

(Refer Clause No. 3 relating to annual turnover)

(To be submitted in **Cover A - Technical Bid**)(To be furnished in the **letter head** of the Auditor/ Chartered Accountant firm in original refer to this tender call notice No)**ANNUAL TURN OVER STATEMENT**

The Annual Turnover for the last three financial years of M/s _____ who is a Manufacturer /Distributor/Importer (Pl. tick whichever is applicable) are given below and certified that the statement is true and correct.

| Sl.No. | Year | Turnover in (Rs.) |
|--------|------------------|-------------------|
| 1. | 2020 – 2021 (FY) | - |
| 2. | 2019- 2020 (FY) | - |
| 3. | 2018- 2019 (FY) | - |

Average Annual Turnover (for the above three years) in (Rs.) _____

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-
Registration No. of Firm

Note:

- a) To be issued in the **letter head** of the Auditor/Chartered Accountant mentioning the Membership no.


CDJ & Public Health Officer
Koraput

FORM T4

(To be furnished in Technical Bid)

PAST EXPERIENCE IN EXECUTING MAJOR PRINTING WORKS

| Name of Assignment | Name/address of the Organization for which similar printing works have been executed | Date of award of Assignment | Date of completion of assignment | Value of the Work order (Rs.) |
|--------------------|--|-----------------------------|----------------------------------|-------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| | | | | |

Note: Please furnish the **Work order copies** of the works executed in support of the information mentioned above.

Authorized Signatory [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

(Company Seal)


 CDM & Public Health Officer
 Koraput

FORWARDING LETTER/SELF DECLARATION FORM

(To be submitted on Bidder's in non-judicial paper)
[To be submitted in Technical Bid]

To
CDM & PHO cum District Mission Director
Koraput
At/Po- Koraput-764020
Dist- Koraput

Dear Madam/Sir,

Sub: Your Tender Ref. No. _____, Dated _____.

This is with reference to your above mentioned tender for supply of Printing Materials. Having examined the tender document, we hereby submit our proposal along with the necessary documents. I / We hereby declare that our company is having unblemished past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government/PSU in the country of India.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document. We have also noted that NHM reserves the right to consider/ reject any or all bids without assigning any reason thereof.

Date: _____ / _____ / 2022

Authorized Signatory:

Name:

Designation:

Place:

Phone:

Email:


**CDM & Public Health Officer
Koraput**

TECHNICAL BID:

Documents to be submitted in the Technical Bid otherwise rejected are follows:

- i. Demand Draft towards EMD amounting to ₹.50,000/- (Rupees Fifty Thousand Only)/- in favor of "ZSS Non-NRHM, Koraput" payable at KORAPUT only DD from any national Bank.
- ii. Copy of PAN card and IT return acknowledgement slip of last three F.Y 2020-21, 2019-20 & 2018-19
- iii. The bidder must furnish copy of GST Registration certificate.
- iv. Forwarding letter/Self-Declaration form on non-judicial paper as per Page No-29.
- v. Registration certificate of the firms.(DIC /Firm act.)
- vi. Sample for each item.
- vii. Last three years experience (order copy of same category of work for each 3year).
- viii. Tender cost ₹1,180/- in favor of "ZSS Non- NRHM, Koraput" payable at Koraput only DD from any nationalize Bank.
- ix. Annual turnover certificate duly signed by Chartered Accountant must be submitted for last 3 years(Turnover must be ≥ 50 Lakhs each year i.e. 2020-21, 2019-20 & 2018-19).

1. PRICE BID

- i. Hard Copy signed & sealed both in words and figures.
- ii. The Price bid of the technically qualified bidders will only be opened.
- iii. The net quoted price (Cost of Printing along with all taxes & transportation) should both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

2. EARNEST MONEY DEPOSIT – (EMD)

- 2.1 Rs 50,000 (Rupees Fifty Thousand only) should be paid as EMD in the form of Demand Draft from a Nationalized Bank located in India, drawn in favor of ZSS Non-NRHM, Koraput payable at Koraput and submitted in the Technical Bid. The bidder should write the organization name at the back side of the DD. ***Bids without EMD shall be treated as non-responsive and will not be accepted. No exemption from submission of EMD is allowed.***
- 2.2 The EMD of successful bidder is liable to be forfeited if the bidder, revokes any terms of the tender within the validity period that will liable towards ***blacklisting for minimum 2 years & concerned party could not participate in further bidding in under Zilla Swasthya Samiti, Koraput.***
- 2.3 EMDs given by unsuccessful bidders will be refunded after placing of work order to the successful bidder.
- 2.4 EMD of the successful bidder will be forfeited in case the successful bidder fails to accept/execute the order.
- 2.5 EMD of successful bidder will be returned after receiving of successful delivery certificate of all items.
- 2.6 EMD shall not carry any interest.

3. EVALUATION :

The rates of the item quoted by the technically qualified bidders will be evaluated after taking the following points into consideration: -

- 3.1 Rate of items of each bidder will be taken after inclusion of all taxes as applicable.
- 3.2 After Evaluation the lowest Eligible Bidder (NET Price) will be selected.


CDI & Public Health Officer
Koraput

PRICE BID FORMAT (PART-B)

| Sl. No | Name of the Item | Specification | HSN code (4 digit code) | Quoted rate Per unit/set exclusive of GST | % of GST | Quoted rate Per unit/set Inclusive of GST |
|--------|------------------|---------------|-------------------------|---|----------|---|
| | | | | | | |
| | | | | | | |

Note: The prices should be quoted by taking into account the place of delivery mentioned against the item (mentioned at Para 08- Section I) and the two stage paper testing procedures (as mentioned at clause – 19 of Section – II).

(Rates per Unit quoted should be **inclusive of** cost of paper, pages design, proof reading, DTP, printing, binding as per specifications; paper testing charges, transportation to the consignee place (as mentioned in **Para 08** in Section-I) & **exclusive of** GST if any as applicable (The % of GST if any **must be** mentioned in the separate column mentioned above).

Evaluation shall be made on the Price per Unit (Exclusive of GST). In case of different % of GST for the relevant item (s) quoted by bidders, the correct % of GST shall be applicable.

N.B.: While preparing the price bid for Printing Items (PART B), please maintain the same "serial number as in Specification Schedules at I (Page No.15)".

Non response items may be marked as "-----" to maintain same seriality. That means the bidder has to maintained all items irrespective of bided or not.

(Signature of the authorized signatory)

Place:
Date:

Seal


CDM & Public Health Officer
Koraput