

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

E-mail : nhmkpt@gmail.com

Phone :06852-299964

Advt .No. 1527/DPMU/NHM/2024

Date: 06/08/2024

TENDER CALL NOTICE

Sealed tenders are invited from registered suppliers/agencies for supply of different type of printing assignments to CDM & PHO, Koraput (NHM wing) for a period of two years on an annual rate contract basis. Details regarding the items, terms & conditions and formats for submission of tender may be downloaded from the website: koraput.odisha.gov.in. The tenders should reach the office of the undersigned by 28.08.2024 till 04:00 P.M. thorough Regd. Post/ Speed post/ Courier only. The tender will be opened at 05:00 P.M. on 28.08.2024. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.


CDM & PHO, Koraput

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

Tel: 06852-299964

Tender Ref No-. 1527 /DPMU/NHM/KPT Dated: 06/08/2024

TENDER DOCUMENT

FOR

**SUPPLY OF DIFFERENT TYPE OF PRINTING
ASSIGNMENTS & FIXING OF 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 Ref No. 1527 /DPMU/NHM/KPT

Date 06/08/2024

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: 13.08.2024, 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: 28.08.2024, Time: 04:00 P.M. Address of Submission of Bid: OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH 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 Date: 28.08.2024 at 05:00 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> |


**CDM & Public Health Officer,
Koraput**

TENDER DOCUMENT FOR PRINTING OF MATERIALS

Section - I (Instruction to Bidders)

1. 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.
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 the website koraput.odisha.gov.in.
3. 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 Supply of Different Printing Assignments and Fixation of Hoardings vide Advt. No. _____"*. 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:

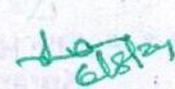
*The Chief District Medical & Public health Officer,
Koraput,
Jail Road, Koraput, Pin -764020, Odisha*

4. 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.
5. 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**

6. SEHEDULED 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. | As per requirement |


 CDM & Public Health Officer,
 Koraput

| | | | |
|----|---|--|--------------------|
| 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) | As per requirement |
| 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 cove with front & Back side, paper for front cover page: 170 GSM paper glossy. (Single matter for each 100 page x 3 copy x 30 nos. Institute) | As per requirement |
| 17 | HBYC 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 | As per requirement |
| 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 should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable. | As per requirement |
| 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. | As per requirement |
| 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. | As per requirement |
| 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) | As per requirement |
| 36 | | Eco Solvent Vinyl Printing (per sq. ft. wise) | |
| 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 |
| 42. | Mini Hoarding (6 x3) ft | 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) | As per requirement |
| 43. | Mini Hoarding (4x 3) ft | 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) | 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 hording. 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 hording.</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 hoarding should be tagged as NTEP hording no.- with date of installation in a suitable area of the hording. The hoarding should cover the cost of materials tax transportation, mounting and one year AMC. Etc.</p> | |
| 47 | Hoarding (15' x 12') ft. | <p>Display area: 15 ft x12 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 hording. The hoarding should cover the</p> | |

| | | | |
|----|---|---|--|
| | | cost of materials tax transportation, mounting and one year AMC. Etc. | |
| 48 | SNCU Case Sheet Docket Folder |) 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. | |
| 49 | Admission Register | Cover Size : 22" x 17" Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Multi Colour offset printing, Inner Size : 22" x 17" Pages : 150 page per register Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Bi Colour offset printing | |
| 50 | Follow-up Register | Size : 14" x 9" Pages : 100 page per register Register cover should be on brown board Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Bi Colour offset printing | |
| 51 | Small Sticker | Multi Color 5 CM x 10 CM 90 GSM/ 125 GSM | Order will be placed basing on the required size with approved LI price @ CM |
| 52 | Big Sticker | Multi Color 56 CM x 44 CM 90 GSM/125 GSM | |
| 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 Lamination : Gloss Lamination of both sides (All 4 Pages) | |
| 54 | HBNC format | Unit: Booklet; Paper Size : A4; No. of sheets : 13 (Both side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho | |
| 55 | Sun Board | 3 MM Solvent Vinyl Printing (1x1 Sq. Ft) with installation/ fixing at selected Health facilities | |
| 56 | Sun Board | 6 MM Solvent Vinyl Printing (1x1 Sq. Ft) with installation/ fixing at selected Health facilities | |
| 57 | IPC Folder | 1/4 th demy, 130 GSM Art Paper, Single fold, Both side Off-set Multicolour Printing, Open Size- 28 cm X 22 cm Close size- 14 cm X 22 cm | |

Handwritten signature

CDM & Public Health Officer,
Koraput

Handwritten text

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 | As per requirement |
| 2 | Patient's TB Identity Card | Size: A5 Type of paper : 300 GSM Printing: Black and white; both side; portrait | As per requirement |
| 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 | As per requirement |
| 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 | As per requirement |
| 5 | TB Notification Register | Size: A3 size Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM maplitho 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) | As per requirement |
| 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) | As per requirement |


CDM & Public Health Officer
Koraput

| | | | |
|----|----------------------------------|---|--------------------|
| 7 | 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> | As per requirement |
| 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> | As per requirement |
| 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> | As per requirement |
| 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> | As per requirement |

Handwritten signature
6/18/2021

CDM & Public Health Officer,
Koraput

| | | | |
|----|--------------------------|--|--------------------|
| 11 | Culture and DST Register | <p>Size: A3 size</p> <p>Cover: 300 GSM Hard binding with red cloth/rexin corners with end leaves Inside: 95 GSM maplitho</p> <p>Printing: Black and white; both side; landscape</p> <p>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</p> <p>No. of Pages: 101 sheets (with number)</p> | As per requirement |
|----|--------------------------|--|--------------------|

Note:

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

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

8. Tender Fees (Non -refundable) of Rs. 1,000/- (Rupees One Thousand) only in favor of "ZSS Non-NRHM Fund, Koraput" payable at Koraput, In absence of bid document cost the technical proposal of the bidder shall be rejected.

09: Delivery time: 7 days/30 days for reporting format and Hoarding items respectively.

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

Handwritten signature in green ink

**CDM & Public Health Officer
Koraput**

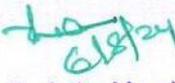
TERMS AND CONDITIONS

| 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 | Average Annual turnover of the bidder must be ≥ 50 Lakhs of last three preceding financial years (FY 2020-21, 2021-22 & 2022-23). | 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 (<i>On original Stamp Paper of relevant value</i>) 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/DIC Regt.) 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 Fund, 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. 1,000/- by way of Demand Draft drawn on any Nationalized / Scheduled Bank in favour of "ZSS Non-NRHM Fund, 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 | 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. | To be submitted at the time of Acceptance of the work order |
| 9 | Conditional Tenders (like alternative price offers etc.) are liable to be rejected. The tender, which is not as per our required specifications will not be considered. | |
| 10 | 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. | |
| 11 | 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. | |
| 12 | The undersigned will not make any advance payment to the organization. The organization will have to carry out the entire job on its own. | |


 CDM & Public Health Officer
 Koraput

| | | |
|----|--|--|
| | 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 . | |
| 13 | 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. | |
| 14 | 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. | |
| 15 | The cost towards the testing of paper will be borne by the successful bidder. | |
| 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 02 years . <i>However, the agreement with the approved agency shall be signed initially for a period of 01 year from the date of signing of the contract, which shall be renewed on yearly basis on satisfactory performance of the agency.</i> 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 District only. | |
| 20 | The bidder shall submit its proposal in the form and manner specified in the Tender. | |


CDM & Public Health Officer,
Koraput

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 | ITR Acknowledgement for AY 2021-22, 2022-23 & 2023-24 | |
| 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. FY 2020-21, 2021-22 & 2022-23) . | |
| 11 | Draft number & date of tender document Cost (Non-Refundable) of Rs.1,000/-. | |
| 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) | |

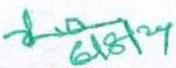
DECLARATION

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


CDM & 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 -21 (FY) | - |
| 2. | 2021- 22 (FY) | - |
| 3. | 2022 -23 (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
UDIN:

Note:

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

Handwritten Signature
GDM & 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 completion of assignment | Value of the Work order (Rs.) |
|--------------------|--|-----------------------------|-------------------------------|-------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

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: _____/DPMU/NHM/KPT 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: _____/_____/2024

Authorized Signatory:

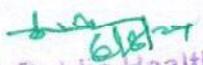
Name:

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 Fund, Koraput" payable at KORAPUT in the form of Demand Draft from any nationalized Bank.
- ii. Tender cost ₹1,000/- in favor of "ZSS Non-NRHM Fund, Koraput" payable at Koraput in the form of Demand Draft from any nationalized Bank
- iii. Copy of PAN card and ITR Acknowledgement of A.Y 2021-22, 2022-23 & 2023-24
- iv. The bidder must furnish copy of GST Registration certificate.
- v. Forwarding letter/Self-Declaration form on non-judicial paper.
- vi. Registration certificate of the bidder.(i.e. Proprietorship/Partnership/Company)
- vii. Last three years experience (order copy of same or similar category of work).
- viii. Average Annual turnover certificate duly signed by Chartered Accountant for last 3 years i.e. FY 2020-21, 2021 – 22 & 2022-23.

PRICE BID

- i. The bidder must submit the Hard Copy of Price Bid duly signed & sealed mentioning the price 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 be both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

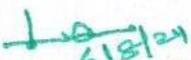
EARNEST MONEY DEPOSIT - (EMD)

- 1.1 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 Fund, 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 except Clause-07 (Section-I).*
- 1.2 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 under Zilla Swasthya Samiti, Koraput.*
- 1.3 EMDs given by unsuccessful bidders will be refunded after placing of work order to the successful bidder.
- 1.4 EMD of the successful bidder will be forfeited in case the successful bidder fails to accept/executes the order.
- 1.5 EMD of successful bidder will be returned after receiving of successful delivery certificate of all items.
- 1.6 EMD shall not carry any interest.

EVALUATION :

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

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


**CDM & Public Health Officer,
Koraput**

PART-B**PRICE BID FORMAT**

| 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 Clause-10 Section I).

(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 & **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 (Page No. _____)".

Non response items may be marked as "-----" to maintain same seriality.

(Signature of the authorized signatory)

Place:

Date:

Seal


**CDM & Public Health Officer,
 Koraput**