

ZILLA SWASTHYA SAMITI, MALKANGIRI
TENDER CALL NOTICE

No:9977

Date:04.09.2021

Sealed tenders are invited from interested / bonafied / registered printing agency for supply of various printing materials on annual rate contract basis to C.D.M & P.H.O, Malkangiri. The details regarding specifications, terms and conditions may be downloaded from district website www.malkangiri.nic.in. The bids in sealed envelope should reach the office of the undersigned by **24.09.2021 till 4.00 P.M** along with all relevant documents. The tender will be opened at **5.00 P.M on 24.09.2021** in presence of bidders or their authorized representatives. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-
C.D.M & P.H.O-cum-District Mission Director
District Health Mission, Malkangiri

TENDER DOCUMENT FOR PRINTING OF MATERIALS

1. Sealed tenders are invited from interested agencies having adequate experience in printing & supply of different type of printing assignments.
2. Interested bidders may obtain details terms and conditions from "tenders" link of Malkangiri website www.malkangiri.nic.in for taking up this assignment. The sealed tender will be received through Registered Post / Speed Post/courier only on or before dt. **24.09.2021 till 4.00 P.M.** The bids received through hand / Telex / Telegrams / Fax / Email shall not be acceptable. The bids will not be accepted after last date and time specified in the tender document. It will be opened on dt. **24.09.2021 till 5.00 P.M** in the Office chamber of CDM&PHO, Malkangiri.
3. The bidders shall ensure that each page of the tender document is to be signed with authorized signatory and organisation seal.
4. The tender will be in two parts i.e. technical bid. (Cover-A) and price bid (Cover-B). The bidders should give their technical and financial proposal separately in two envelopes and should be put into another cover super scribed as "**Tender for supply of different printing materials in reference to advt. no- _____**".
5. The technical bid and price bid should be sealed in separate envelope otherwise bid will be rejected. The bid will be rejected for any shortfall of required documents as per terms and conditions. There is no further add-on of documents are allowed in the future. The tenders should be addressed to :

CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER
Near Old DHH, Malkangiri
At/Po- Malkangiri-757001
Dist- Malkangiri

6. It is suggested that the perspective bidders may submit their tender after clarifying doubts at the above mentioned address between 11.00 AM to 4.00 PM on all official working days from the date of issue of notification till the receipt of tender.
7. Bidders who qualify in the technical bid will only be eligible for financial evaluation.
8. Quantities may be increased / decreased by the tender inviting authority as per the requirement.
9. The quoted price shall remain valid for a period of 1 year from the date of approval.
10. The items should to be supplied and installed maximum within 15 days from the date of purchase order / award of work. The CDM&PHO, Malkangiri reserves the right to cancel the order in the case of delay in delivery of all the items.
11. It would be the responsibility of the Bidder's representative (only one person per bidder) to be present at the venue of opening of Bids. In case absence of any bidder then bid document could be opened by the committee members.
12. The items delivered should be as per the specification mentioned with clear visibility of contents. If found defective, the same has to be replaced immediately within seven days & total cost will be borne by the concerned awarded party.
13. Successful L1 bidder could also be provided with other printing items not mentioned in the below mentioned table with similar specifications and approved rate within contract period.
14. Any mistake noticed in the Tender Form will be decided by the Tender Screening Committee and it decision will be final.
15. The rate contract will remain valid for one year and may be extended further on satisfaction performance.

SPECIFICATIONS

Sl. No	Name of the Item	Specification
01	Poster	1) Size – 56 CM X 44 CM, Process – Multi Colour (four colour) & Paper – 130 GSM Art paper.
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 – 130GSM Art Paper; Print - Single side
06		2) Size – 28 CM X 22 CM, Process – Multi Colour (four colour) & Paper – 90GSM Art Paper; Print- Single Side
07		3) Size – 28 CM X 22 CM, Process – Multi Colour (four colour) & Paper – 90GSM Art Paper; Print- Both side.
08		4) Size – 28 CM X 22 CM, Process – Single Colour & Paper – 90 GSM Art Paper; Print- Single Side
09		5) Size – 28 CM X 22 CM, Process – Single Colour & Paper – 90 GSM Art Paper; Print- Both side.
10		6) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Single color (Glossy)
11		7) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Multi color (Glossy)
12		8) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Single color (Normal)
13		9) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Multi color (Normal)
14	Change of Flex banner for Hoarding	Size- 16'x 8' (with fitting in 30 nos. block institute inside Malkangiri district)
15	Wall Painting	Size – 8' x 4', Process – Multi colour, plastic emulation paint.
16	Painting of natural art	Size – per sq. ft., Process – Multi colour (four colours), Real Art Painting with enamel color.
17	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.
18	Health Institute Branding	Size – 5'-0" X 3'-6", Sun board Vinyl Pasting, Thickness – 3 mm Eco Solvent Printing.
19	Signage Board	Size- 0'- 5" X 1'- 6", Sun board Vinyl Pasting, Thickness – 3 mm Eco Solvent Printing.

20	Screening register	Unit : Register ; Size : (Closing Size : 32 cmx20 cm) Inner Pages: 100sheet; Inner paper: 70 GSM Map litho White Paper ; Both side black offset printing; Board Binding: 28 no. gray boards, side cloth pasting, side Stitch with cover pasting label.
21	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 boards, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
22	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 glossy. (Single matter for each 100 page x 3 copy x 30 nos. Institute)
23	Institution Branding	Size- 3'-0"X 2'-0", Board: Sun board, Thickness – 3 mm; Print: Eco Solventprint with Pasting.
24	Display Board	Size – 3'X 2', Iron gauze bar 20 Gauze 1", Printing of message on flex &pasting print quality front lit them.
25	ASHA Folder	Size- 14 CM X 22 CM (A4 ½), Process- Multi Colour, Paper – 220 GSM ArtPaper, Page- 4 side printing.
26	Handout for AWW /ASHA (6 Page Folder)	Unit: Booklet ; Paper Size : A4; No. of sheets : 1; Printing Type : Both sideMulti color ; Paper Quality : 170 GSM White glossy paper
27	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 Map litho paper;
28	Reporting Format A4 size 2 side	Unit: single sheet; Paper Size : A4; No. of sheets : 1; Printing Type : Both sideBlack color Paper Quality : 70 GSM White paper
29	Reporting Format A4 size 2 side pad	Unit: Booklet; Paper Size : A4; No. of sheets : 100; Printing Type : Both sideBlack color Paper Quality : 70 GSM White paper, Binding : Top side
30	Reporting Format A4 size 1 side	Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type: single sideBlack color; Paper Quality: 70 GSM White paper.
31	Reporting Format A4 size 1 side pad binding	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: single sideBlack color Paper Quality: 70 GSM White paper, Binding: top binding.
32	Reporting Format legal size	Unit: Booklet; Paper Size : Legal; No. of sheets : 1; Printing Type : Both sideBlack color Paper Quality : 70 GSM White paper
33	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 Map litho 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 tear able.

34	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 Map litho paper; Binding Type: Top Pad binding printed cover page mentioning month, year, name of the PHC (N) with hard straw board on back side; CoverPage: 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 tear able.
35	HMIS reporting format-CHC/SDH/DHH	Unit: Booklet ; Paper Size: A4; No. of sheets: 120 (single side printing);Printing Type: Single side, Black Paper Quality: 70 GSM White Map lithopaper; 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 tear able.
36	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 Map litho paper; Top pad binding
37	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 Map litho paper; Receipt book binding; with unique numbering.
38	User fee collection Receipt book	Unit: Booklet ; Paper Size : 1/12 ; No. of sheets : 100 (single copy); PrintingType : Single side, Receipt binding with par-potting; Black Paper Quality :60 GSM color Map litho paper; with unique numbering
39	ASHA Voucher	Unit: Booklet ; Paper Size : 1/8 ; No. of sheets : 100 (single copy); PrintingType : Single side black, Receipt binding with par-potting & unique numbering ; Paper Quality : 60 GSM color Map litho paper; cover print Paper: 130 GSM art paper; Print: Both side; colour: Multi colour.
40	Flex Banner	240 GSM Flex Banner with 3 Pass Printing Quality
41	Vinyl Printing	Solvent Vinyl Printing (per sq. ft. wise) Eco Solvent Vinyl Printing (per sq. ft. wise)
42	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 thicknessFitting Type : Wall Mount by stainless steel stud (all 4 corners) Printing : Multicolor Eco-solvent Vinyl Printing Lamination : Gloss type Lamination Pasting: Flash cut and should be orderly pressing without air bubble inside.
43.	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)
44.	Hand out brochure of 3 fold	Size- 15 inch X 10 inch, Process- Multi Colour, Paper – 170 GSM Art Paper,Print: Both sides.
45.	Invitation card	Size-6 inch x 4 inch, Process- Multi Colour, Paper – 170 GSM Art Paper, Print: Single sides.
46	Due list cum Tally sheet	Unit: single; Paper Size: A3; No. of sheets: 1; Printing Type: single side, PaperQuality: 70 GSM White paper.
47	Mini Hoarding	Hoarding category-1
	(6 x3) ft	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 beused) 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 shouldbe used) Mid joist bar to support display material : 3 ft L iron angle (2" L iron angle should be used)

48	Mini Hoarding (4 x 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)
49	Hoarding (8' x 16') ft	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 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.
50	Hoarding (6' x 10') ft	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 hoarding should be tagged as RMNCH+A hoarding no.- with date of installation in a suitable area of the hoarding.
51	Tuberculosis Laboratory Register	Size – A4, size. Cover; 300 GSM Hard binding with red cloth / rexin corners with endleaves. Inside; 95GSM 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)
	Culture and DST Register	Size – A3, size. Cover; 300 GSM Hard binding with red cloth / rexin corners with endleaves. Inside; 95GSM map litho paper. 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)
52	TB Treatment Card	Size- A4, Landscape printing, Paper - 300GSM, Printing – Black & White both side.
53	Patient's TB Identity Card	Size- A5, Portrait printing, Paper- 300GSM, Printing – Black & White both side.
54	Publicity Van	Well decorated with Fixing of flex hoarding in front, back and both side along with mike set. with hiring charges of TATA ACE four wheeler minimum for 7 days
55	Standby Type	Iron frame angle with flex mounting (Rate quoted should be as per sqft) Aluminum standee width-3' aluminum Height flexible aluminum rod extendable maximum up to 6' with mounting of flex height
56	General A4	Photocopying A4
57	Docket Folder with Pocket	Unit: Nos. Size : 9.6" x 12" (Folding size) Pages : 4 + inside 1 pocket Paper : 350 GSM Art Paper (Gloss Finish), Brightness : 80 (Minimum) Printing : Multi Colour offset printing [(Front & Back of the folder) and on Pocket] Folding & Pasting : One Fold & One Pocket (12 x 24 cm.) pasting to contain 9-10 nos. sheets
58	Discharge Card	Unit : Nos. Size : 8.5" x 11" (Folding Size) Pages : 4 Paper : 120 GSM Map litho, Brightness : 77 (Min.) Printing : Both side Multi Colour offset printing Folding : One Fold
59	Neonatal Case Record Sheet	Unit : Nos. Size : 8.5" x 11" (Folding Size)

		Pages : 4 Paper : 120 GSM Map litho, Brightness : 77 (Min.) Printing : Both side Multi Colour offset printing Folding : One Fold
60	Investigation Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing
61	Treatment Continuation & clinical condition record Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing
62	Monitoring & Nurses Order Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing
63	ASHA Incentive Voucher	Unit: Nos. Size : ¼ th of Demy Pages : 1 page Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B & W offset printing with perforation with Binding of 100 Pages
64	HBYC Booklet	Unit: Nos. Size : ¼ th of Demy Pages : 1 pages both side Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B & W offset printing with perforation with Binding of 100 Pages
65	HBYC Booklet	Unit: Nos. Size : ¼ th of Demy Pages : 12 pages both side Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B & W offset printing with center stitching perforation with Binding of 100 Pages
66	Book	Unit: Nos. Size : A4 Pages : 200 pages both side Paper : 70 GSM Map litho, Brightness : 77 (Min.) Printing : B & W offset printing with center stitching perforation with Binding of 200 Pages
67	Binding	Unit: Nos. 100/200 page Book Binding with multi color cover
68	Spiral Binding	Unit: Nos. 100/200 page Book Binding with multi color cover
69	Booklet	Unit : Booklet , Size : 1/4 Demy No. of sheets : 50 , Paper: 80 GSM Map litho, Brightness : 77 (Min.) Printing: Both side Black offset printing , Binding : Top Pad binding with hard straw board (2 mm) on back side
70	Forms	Unit : Forms , Size : 1/4 Demy (Closing Size) Pages : 4 , Paper: 80 GSM Map litho, Brightness : 77 (Min.) Printing: Both side Black offset printing , Binding : One folding at the middle
71	Envelopes	Natural Brown Recycling paper envelope, Size: 17" X 21" 3.5*4.5 inch Brown Kraft Envelopes Peace Plain White Paper Envelope 7"X4" Size 100GSM Medicine Pouch Natural Brown Recycling paper envelope, 3"x5"
72	HBYC Booklet	No of Sheet:30(15 sheets marked as original + 15 Sheets marked as Duplicate) with one carbon sheet in each booklet. Printing Type(inner sheets): Single Side, Black(in Odisha) 1 st Sheet Of the Booklet Shall be printed as "Original" and Next Sheet shall Be printed as "Duplicate" (for taking carbon copy) and this will be repeated in the remaining sheets of the booklet.

		<p>Paper size: ¼ Demy Paper : Original sheet White colour and 75 GSM Map litho, Brightness:80(minimum) Duplicate: Sheet Yellow Colour -54 GSM Map litho Binding type:Top Pad Binding with stapling with hard board on back side. Cover Page: 1 Cover page on the front(80 GSM Map litho single Sided Balck Printing as "HBYC CHECKLIST FOR ASHA" Perforation: at the top of the pad Binding (in Original Sheet of the Booklet if any)</p>
73	Treatment Card	<p>17 CM x 28 CM Printing type: Both sided Multi Coloured offset Printing Paper Quality: 250 GSM Art Paper with Matt Finish Brightness: 80(Min)</p>
74	A3 Size Printing	70 GSM B& W Both side printing
75	A3 Size Register	<p>Paper : Original sheet White colour and 70 GSM, Brightness:80(minimum) Binding type: Top Pad Binding/Side Binding with stapling with hard board on back side.</p>

N.B: The rate should be inclusive DTP, Designing, GST, individual block wise packing & transportation cost to district office.

Delivery Schedule: Within 15 days from the date of purchase order received by the successful bidder, it may be change as per qty. Consignee: Chief District medical & Public Health Officer, Malkangiri

TERMS AND CONDITIONS

Terms & Conditions		Documents to be Submitted
1	The organization should be a bonafide registered body.	Photocopy of registration certificate
2	The organization should have registered with GST.	Photo copy of GSTIN with copy of updated return.
3	The organization should have valid PAN	Photo copy of PAN
4	Average annual turnover should not be less than ₹.20lakhs for last 3 consecutive financial years. [i.e – 2018-19, 2019-20, 2020-21]	Copy of turnover statement duly certified by C.A (Annexure – III)
5	The bidder should have last three year working experience in printing & advertising of similar nature [i.e – 2018-19, 2019-20, 2020-21]	(Work order with end user certificate on successful completion in support of work to be attached).
6	Tender paper cost of Rs.2,000/- by way of Demand Draft/Banker's Cheque, drawn on any Nationalized Bank in favour of " ZSS Non-NRHM, Malkangiri " payable at Malkangiri. However, the firms having DIC/MSME registration are exempted to deposit paper cost.	Demand Draft / Banker's Cheque on any nationalized bank.
7	Tender must be accompanied by E.M.D of Rs.20,000/- by way of Demand Draft/Banker's Cheque, drawn on any Nationalized Bank in favour of " ZSS Non-NRHM, Malkangiri " payable at Malkangiri. However, the firms having DIC/MSME registration are allowed to deposit Rs.5,000/- i.e 25% of Rs20,000/- as E.M.D. Tenders if not accompanied by E.M.D will not be considered. E.M.D of unsuccessful bidder will be returned without interest on finalization of bid. E.M.D of successful bidder will be retained & will be refunded on successful completion of the job without interest.	Demand Draft / Banker's Cheque on any nationalized bank.
8	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 office 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	Original Affidavit in Non-Judicial stamp paper (Annexure-II)

	damaged printed material if any will be replaced by the Organization. 4. That the organization agrees to abide by all terms & conditions of tender	
9	Sample of printing materials to be submitted along with bid	Sample of paper/flex/board (Within A4 Size)
10	The organization will quote prices inclusive of all taxes. All the supporting documents must be self-attested by the authorized signatory.	
11	Conditional Tenders are liable to be rejected. In the event of acceptance, CDM & PHO decision will be final. The tender, which is not as per the required specifications, will not be considered.	
12	If the successful bidder/ bidders fail to supply within the stipulated period i.e. 10 days from date of receipt of final proof from CDM & PHO, Malkangiri, liquidated damage @ 0.5% of the order value, per week of delay shall be deducted from the final payment. Maximum delay time acceptable is 8 weeks. Hence, the maximum liquidated damage shall be up to 4% of purchase order. If the bidder fails to supply within the maximum delay time his order stands cancelled automatically.	
13	The CDM & PHO will not pay any advance payment to the organization. The organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in that regard.	
14	All information, documents and data coming in the possession of the organization as a result of execution of the job shall at all times remain the property of the CDM & PHO, Malkangiri. The organization shall not make or allow any of its employees 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 Office. The organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.	
15	Bidder must have sound knowledge of latest intellectual and property rights. The authority who assigns the work is in no way responsible for any deviation made by the supplier in this regard.	
16	The cost towards the testing of paper/printing material will be borne by the successful bidder.	
17	The suppliers shall also ensure that the quality and quantity has to be as per the supply order and approved rate contract in the tender. The supply of items shall be made immediately according to volume after placing the supply order by the Office of CDM & PHO, Malkangiri and supplier shall submit the bill for payment at the approved rate in respect to the quantity of items supplied. The transportation of items is the sole responsibility of the supplier and must deliver the item on door delivery basis.	
18	Under no circumstances shall the organization appoint any sub-contractor or sublease the contract. If it is found that the organization has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the organization shall be forfeited.	
19	Rates quoted against this tender notice shall remain valid up to 12 months after award of first contract and may be extendable up to next tender with due consent	

	from both parties. No request for increase in rates, if any, will be allowed or entertained during this period.
20	The head of the organization (bidder) should submit an authorization and specimen signature of their authorized signatory.
21	Rates should be quoted inclusive of cost of paper, design, proof reading, DTP, printing as per specifications, transportation to the consignee place & inclusive of charges of GST & other taxes as applicable.
22	The tender should reach in prescribed format to the “Chief District Medical & Public Health Officer, Malkangiri, AT/Po. - Malkangiri PIN-764048” only through Speed Post/Regd. Post/courier on or before 24.09.2021 till (04.00 P.M) . The tender shall be opened on 24.09.2021 till 5.00 P.M in the office chamber of C.D.M & P.H.O, Malkangiri in the presence of bidders or their authorized representative who may wish to be present. The envelope must be superscribed with “TENDER FOR SUPPLY OF DIFFERENT PRINTING MATERIALS IN REFERENCE TO ADVT. NO-_____”
23	All legal disputes are subject to the jurisdiction of Court of District Judge Malkangiri only.
24	The CDM & PHO reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.

1. TECHNICAL BID:

Documents with support to point no. 1 to 9 of tender condition must be attached with technical bid otherwise bid will be rejected. The bid will be liable for rejection for any deviation in format and bid procedure as mentioned in tender document.

2. PRICE BID

- i. Hard Copy signed & sealed both in words and figures as per **Annexure - IV**.
- ii. The Price bid of the technical 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.

3. 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.

ANNEXURE - I

TECHNICAL BID FOR PRINTING MATERIALS

1	Name of the Organization	
2	Address of the organization	
3	Name of authorized signatory	
4	Organisation registration Certificate <u>(Non Submission will liable for Rejection)</u>	
5	DIC / MSME certificate, if any	
6	Detail of tender paper fee non refundable ₹.2,000/- (Rupees two thousand) <u>(Non Submission will liable for</u>	
7	Detail of EMD ₹.20,000/- (Rupees twenty thousand) For DIC/MSME ₹.5,000/- (Rupees five thousand) <u>(Non Submission will liable for Rejection)</u>	
8	GST regd. Certificate <u>(Non Submission will liable for Rejection)</u>	
9	PAN <u>(Non Submission will liable for Rejection)</u>	
10	Sample of paper / flex /board (Within A4 size) should be submitted with the Technical Bid & all the documents signed by authority <u>otherwise Rejected</u>	
11	Self declaration that the organization agrees to abide by all terms & conditions of tender in Non Judicial Stamp paper (Annexure-II) <u>otherwise Rejected</u>	
12	Copy of last three years order of similar printing /job work <u>otherwise Rejected</u>	
13	Average annual turnover ₹ 20,00,000 for last three FY [i.e – 2018-19, 2019-20, 2020-21] in certificate format attached annexure–III attached <u>otherwise Rejected.</u>	

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 at any state, the Firm/Agency will be blacklisted and will not have any dealing with in future.

Place

(Signature and seal of the authorized signature)

Date

ANNEXURE - II**SELF DECLARATION FORM**

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

To
CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER
Malkangiri
At/Po- Malkangiri - 764048
Dist- Malkangiri

Dear Madam/Sir,

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

I / We hereby declare that our organisation 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.

That the organization does not have any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law.

That the tendering authority 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.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document.

We have also noted that CDM&PHO Malkangiri reserves the right to consider/ reject any or all bids without assigning any reason thereof.

Date: _____/_____/2021

Authorised Signatory:

Name:

Designation:

Place:

Phone:

Email:

ANNEXURE – III

(To be submitted in **Cover A -Technical Bid**)
 (To be furnished in the **letter head** of the Auditor/ Chartered Accountant)

ANNUAL TURN OVER STATEMENT

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

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

ANNEXURE – IV**PRICE BID PRINTING MATERIALS**

Sl. No	Name of the Item	Specification	Price inclusive of all tax	% of GST
01	Poster	5) Size – 56 CM X 44 CM, Process – Multi Colour (four colour) & Paper – 130 GSM Art paper.		
02		6) 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		7) Size – 56 CM X 44 CM, Process – Multi Colour (four colour) & Paper – 90 GSM Art Paper.		
04		8) 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	10) Size – 28 CM x 22 CM, Process – Multi Colour (four colour) & Paper – 130 GSM Art Paper; Print - Single side		
06		11) Size – 28 CM X 22 CM, Process – Multi Colour (four colour) & Paper – 90 GSM Art Paper; Print- Single Side		
07		12) Size – 28 CM X 22 CM, Process – Multi Colour (four colour) & Paper – 90 GSM Art Paper; Print- Both side.		
08		13) Size – 28 CM X 22 CM, Process – Single Colour & Paper – 90 GSM Art Paper; Print- Single Side		
09		14) Size – 28 CM X 22 CM, Process – Single Colour & Paper – 90 GSM Art Paper; Print- Both side.		
10		15) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Single color (Glossy)		
11		16) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Multi color (Glossy)		
12		17) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Single color (Normal)		
13		18) Paper -70 GSM Art paper Demei-1/4(11"x8.5"), Multi color (Normal)		
14	Change of Flex banner for Hoarding	Size- 16'x 8' (with fitting in 30 nos. block institute inside Malkangiri district)		
15	Wall Painting	Size – 8' x 4', Process – Multi colour, plastic emulation paint.		
16	Painting of natural art	Size – per sq. ft., Process – Multi colour (four colour), Real Art Painting with enamel color.		
17	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.		

18	Health Institute Branding	Size – 5'-0" X 3'-6", Sun board Vinyl Pasting, Thickness – 3 mmEco Solvent Printing.		
19	Signage Board	Size- 0'- 5"X 1'- 6", Sun board Vinyl Pasting, Thickness – 3 mmEco Solvent Printing.		
20	Screening register	Unit : Register ; Size : (Closing Size : 32 cmx20 cm) Inner Pages: 100sheet; Inner paper: 70 GSM Map litho WhitePaper ; Both side black offset printing; Board Binding: 28 no. grayboard, side cloth pasting, side Stitch with cover pasting label.		
21	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. grayboard, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)		
22	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)		
23	Institution Branding	Size- 3'-0"X 2'-0", Board: Sun board, Thickness – 3 mm; Print:Eco Solvent print with Pasting.		
24	Display Board	Size – 3'X 2', Iron gauze bar 20 Gauze 1", Printing of messageon flex & pasting print quality front lit them.		
25	ASHA Folder	Size- 14 CM X 22 CM (A4 ½), Process- Multi Colour, Paper –220 GSM Art Paper, Page- 4 side printing.		
26	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 glossypaper		
27	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 Map litho paper;		
28	Reporting Format A4 size 2 side	Unit: single sheet; Paper Size : A4; No. of sheets : 1; Printing Type : Both side Black color Paper Quality : 70 GSM White paper		
29	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		
30	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.		
31	Reporting Format A4 size 1 side pad binding	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding.		

32	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		
33	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 Map litho 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 tear able.		
34	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 Map litho 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 tear able.		
35	HMIS reporting format-CHC/SDH/DHH	Unit: Booklet; Paper Size : A4; No. of sheets : 120 (single sideprinting); Printing Type : Single side, Black Paper Quality : 70 GSM White Map litho 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 tear able.		
36	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 Map litho paper; Top pad binding		
37	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 Map litho paper; Receipt book binding; with unique numbering.		
38	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 Map litho paper; with unique numbering		
39	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 Map litho paper; cover print paper : 130 GSM art paper; Print: Both side; colour: Multi colour.		
40	Flex Banner Printing	240 GSM Flex Banner with 3 Pass Printing Quality		
41	Vinyl Printing	Solvent Vinyl Printing (per sq. ft. wise) Eco Solvent Vinyl Printing (per sq. ft. wise)		
42	Branding Material Acrylic Signage	Base Sheet : Imported Acrylic Sheet Size (3x2)Ft & 4mmthickness Topping Sheet : Imported Acrylic Sheet Size (3x2)Ft & 3mm		

	Display (Sandwich Model)	thickness Fitting Type : Wall Mount by stainless steel stud (all 4 corners)Printing : Multicolor Eco-solvent Vinyl Printing Lamination : Gloss type Lamination Pasting: Flash cut and should be orderly pressing without airbubble inside.		
43.	Standee	Width: 3 feet with aluminum base. Height: flexible aluminum rod extendable minimum of 6 feetheight. Flex: 3 feet x 6 feet (two set)		
44.	Hand out brochure of 3 fold	Size- 15 inch X 10 inch, Process- Multi Colour, Paper – 170GSM Art Paper, Print: Both sides.		
45.	Invitation card	Size-6 inch x 4 inch, Process- Multi Colour, Paper – 170 GSM Art Paper, Print: Single sides.		
46	Due list cum Tally sheet	Unit: single; Paper Size: A3; No. of sheets: 1; Printing Type: singleside, Paper Quality: 70 GSM White paper.		
47	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 ironAngle should be used) Base (Inside ground) 2 ft in side cementconcrete Above Ground: Ground to Top 8 ft. Length 6 ft L iron angle (2" L ironangle should be used) Mid joist bar to support display material : 3 ft L iron angle (2" L iron abgle should be used)		
48	Mini Hoarding (4 x 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 ironAngle should be used) Base (Inside ground) 2 ft in side cement concreteAbove Ground: Ground to Top 8 ft. Length: 4 ft L iron angle (2" L iron angle should be used)		
49	Hoarding (8' x 16') ft	Hoarding category-3 Display area : 8 ft x16 ft Display material: Flex should be best quality with digitalmulticolored 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 fromground 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 shouldcover the cost of materials tax transportation, mounting and one year AMC. Etc.		
50	Hoarding (6' x 10') ft	Hoarding category-3 Display area : 6 ft x10 ft Display material: Flex should be best quality with digitalmulticolored 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 fromground 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.		

51	Tuberculosis Laboratory Register	Size – A4, size.Cover;300 GSM Hard binding with red cloth / rexin corners with end leaves. Inside; 95GSM 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)		
	Culture and DST Register	Size – A3, size.Cover;300 GSM Hard binding with red cloth / rexin corners with end leaves. Inside; 95GSM map litho paper .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 bealigned with the rows of the table on the right hand side. No. of Pages;101 sheets (with number)		
52	TB Treatment Card	Size- A4, Landscape printing, Paper - 300GSM, Printing – Black & White both side.		
53	Patient's TB Identity Card	Size- A5, Portrait printing, Paper- 300GSM, Printing – Black & White both side.		
54	Publicity Van	Well decorated with Fixing of flex hording in front, back and bothside along with mike set. with hiring charges of TATA ACE four wheeler minimum for 7 days		
55	Standy Type	Iron frame angle with flex mounting (Rate quoted should be as per sqft)		
		Aluminum standee width-3' aluminum Height flexible aluminum rod extendable maximum up to 6'withmounting of flex height		
56	General A4	Photocopying A4		
57	Docket Folder with Pocket	Unit: Nos. Size : 9.6" x 12" (Folding size) Pages : 4 + inside 1 pocket Paper : 350 GSM Art Paper (Gloss Finish), Brightness : 80 (Minimum) Printing : Multi Colour offset printing [(Front & Back of the folder) and on Pocket] Folding & Pasting : One Fold & One Pocket (12 x 24 cm.) pasting to contain 9-10 nos. sheets		
58	Discharge Card	Unit : Nos. Size : 8.5" x 11" (Folding Size) Pages : 4 Paper : 120 GSM Map litho, Brightness : 77 (Min.) Printing : Both side Multi Colour offset printing Folding : One Fold		
59	Neonatal Case Record Sheet	Unit : Nos. Size : 8.5" x 11" (Folding Size) Pages : 4 Paper : 120 GSM Map litho, Brightness : 77 (Min.) Printing : Both side Multi Colour offset printing Folding : One Fold		
60	Investigation Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing		
61	Treatment Continuation & clinical condition record Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing		
62	Monitoring & Nurses Order Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Map litho, Brightness : 77 (Min.) Printing : Bi Colour offset printing		

63	ASHA Incentive Voucher	Unit: Nos. Size : ¼ th of Demy Pages : 1 page Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B& W offset printing with perforation with Binding of 100 Pages		
64	HBYC Booklet	Unit: Nos. Size : ¼ th of Demy Pages : 1 pages both side Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B& W offset printing with perforation with Binding of 100 Pages		
65	HBYC Booklet	Unit: Nos. Size : ¼ th of Demy Pages : 12 pages both side Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B& W offset printing with center stitching perforation with Binding of 100 Pages		
65	HBYC Booklet	Unit: Nos. Size : ¼ th of Demy Pages : 12 pages both side Paper : 80 GSM Map litho, Brightness : 77 (Min.) Printing : B& W offset printing with center stitching perforation with Binding of 100 Pages		
66	Book	Unit: Nos. Size : A4 Pages : 200 pages both side Paper : 70 GSM Map litho, Brightness : 77 (Min.) Printing : B& W offset printing with center stitching perforation with Binding of 200 Pages		
67	Binding	Unit: Nos. 100/200 page Book Binding with multi color cover		
68	Spiral Binding	Unit: Nos. 100/200 page Book Binding with multi color cover		
69	Booklet	Unit : Booklet , Size : 1/4 Demy No. of sheets : 50 , Paper: 80 GSM Map litho, Brightness : 77 (Min.) Printing: Both side Black offset printing , Binding : Top Pad binding with hard straw board (2 mm) on back side		
70	Forms	Unit : Forms , Size : 1/4 Demy (Closing Size) Pages : 4 , Paper: 80 GSM Map litho, Brightness : 77 (Min.) Printing: Both side Black offset printing , Binding : One folding at the middle		
71	Envelopes	Natural Brown Recycling paper envelope, Size: 17" X 21" 3.5*4.5 inch Brown Kraft Envelopes Peace Plain White Paper Envelope 7"X4" Size 100GSM Medicine Pouch Natural Brown Recycling paper envelope, 3"x5"		
72	HBYC Booklet	No of Sheet:30(15 sheets marked as original + 15 Sheets marked as Duplicate) with one carbon sheet in each booklet. Printing Type(inner sheets): Single Side, Black(in Odisha) 1 st Sheet Of the Booklet Shall be pointed as "Original" and Next Sheet shall Be printed as "Duplicate" (for taking carbon copy) and this will be repeated in the remaining sheets of the booklet. Paper size: ¼ Demy Paper : Original sheet White colour and 75 GSM Map litho, Brightness:80(minimum) Duplicate: Sheet Yellow Colour -54 GSM Map litho Binding type: Top Pad Binding with stapling with hard board on back side. Cover Page: 1 Cover page on the front(80 GSM Map litho single Sided Black Printing as "HBYC CHECKLIST FOR ASHA"		

		Perforation: at the top of the pad Binding (in Original Sheet of the Booklet if any)		
73	Treatment Card	17 CM x 28 CM Printing type: Both sided Multi Colored offset Printing Paper Quality: 250 GSM Art Paper with Matt Finish Brightness: 80(Min)		
74	A3 Size Printing	70 GSM B& W Both side printing		
75	A3 Size Register	Paper : Original sheet White colour and 70 GSM, Brightness:80(minimum) Binding type: Top Pad Binding/Side Binding with stapling with hard board on back side.		

Rates should be quoted inclusive of cost of Sheet, Printing, block wise quantity packing, Transportation, DTP as per specifications & also inclusive of all taxes as applicable. The order may be placed for other items not in the list having similar specifications as above.

(Signature and seal of the authorized signature)