



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

DISTRICT PROGRAMME MANAGEMENT AND SUPPORT UNIT

NATIONAL HEALTH MISSION JAGATSINGHPUR

Email id: dpmujspur@gmail.com

Letter No. 350/2020

dated 28/01/2020

To

The District Information Officer
NIC, Jagatsinghpur

Sub:-Request for hoisting the short tender call notice for Printing and Supply of HBNC Format for ASHAs of Jagatsinghpur.

Sir/Madam,

With reference to the subject cited above, you are requested to hoist the short tender call notice for Printing and Supply of HBNC Format for ASHAs of Jagatsinghpur in the District web Portal for the wider publication. The details of the tender documents are attached herewith for hoisting in the website.

Encl: as above

Yours faithfully

Panda. 28.1.2020

CDM & PHO-cum District Mission Director
Jagatsinghpur



OFFICE OF THE CHIEF DISTRICT MEDICAL
& PUBLIC HEALTH OFFICER,
JAGATSINGHPUR
SHORT TENDER CALL NOTICE

Advt. No: 349

Date: 28-01-2020

Sealed tenders are invited from registered printing agency for printing & supply of HBNC Format to CDM & PHO – cum – DMD, Jagatsinghpur. The details regarding the tender may be downloaded from district website www.jagatsinghpur.nic.in. Interested bidders are requested to submit tenders (under two bid system) along with necessary documents (Technical & Financial bid in separate envelopes). The bids in sealed envelope should reach the office of the undersigned by 12th February 2020 till 5.00 PM along with all relevant documents. The sealed tender will be received through Registered post / Speed post/ courier. Tenders received after due date & time will be rejected and the undersigned is not responsible for postal delay. The tender will be opened at 11.30 AM on 14th February 2020. The bidders may attend on the day of the opening of the tender. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/CDM & PHO – cum – District Mission Director
District Health Mission, Jagatsinghpur

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TENDER DOCUMENT FOR HBNC Format

1. Sealed tenders are invited from registered printing agencies having adequate experience in printing & supply.
2. Interested printing agencies may obtain details terms & conditions from the website www.jagatsinghpur.nic.in for taking up this assignment. The sealed tender will be received through Registered post / Speed post / courier on or before 12th February 2020 by 5 PM. The bids received through hand / Telex / Telegrams / Fax / Email shall not be acceptable. The bids will not be accepted after last date & time specified in tender document. It will be opened on 14th February 2020 at 11.30 AM in the O/O CDM & PHO cum DMD, Jagatsinghpur, DHH, Jagatsinghpur.
3. The bidders shall ensure that each page of the tender document is to be signed with authorized signatory and agency seal.
4. It is suggested that the perspective bidders may submit their tender after clarifying doubts at the above mentioned address between 10.00 AM to 1.00 PM on all working days from the date of issue of notification till the date of closure of tender.
5. The tender will be in two parts i.e technical bid. (Cover – A) and price bid (Cover – B). The bidders should give their technical & financial proposal separately in two envelopes & should be put into another cover super scribed as “**Proposal for Printing & Supply of HBNC Format**”.
6. Bidders who qualify in the technical bid will be eligible for financial evaluation.
7. Quantities may be increased / decreased by the tender inviting authority as per the requirement.
8. The quoted price shall remain valid for a period of 1 year from the date of approval.
9. The items should to be supplied within **2 weeks** from the date of purchase order. The CDM & PHO cum DMD, Jagatsinghpur reserves right to cancel the supply order in the case of delay in delivery of all the items.
10. **The HBNC Format Specification: Unit – Booklet, Size – ¼ Demy, Total No. of Pages:12, Paper: 80 GSM Maplitho Paper, Brightness – 77(minimum), Printing: Both side Black Printing, Binding: Centre Sticking with perforation of last page (2 nos. perforation in the last page)**
11. 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 & any additional cost require will be borne by the concerned awarded party.
12. Tender document can also be downloaded from the Jagatsinghpur NIC website www.jagatsinghpur.nic.in and may be submitted along with above prescribed tender form fee non refundable of Rs. 500.00 (Rupees Five Hundred Only) payable at Jagatsinghpur through DD / Banker Cheque of any nationalized bank drawn in favour of “ZSS” , NRHM, Additionality A/C , Payable at Jagatsinghpur.

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TERM AND CONDITIONS

Term & Conditions		Documents to be Submitted
1	The organization should be a bonafide registered body	Registration certificate
2	The organisation should have GST Number	Photo copy of GST regd.
3	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 our required specifications, will not be considered.	
4	If the successful bidder fails to supply within the stipulated period i.e 2 weeks, liquidated damage @ 0.5% of the tender value, per week of delay shall be deducted from the final payment. Deduction shall be made till 2% of purchase order rate. If the bidder still fails to supply, his order stand cancelled.	
5	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 & the amount will be paid only after satisfactory completion of the job & submission of bill in that regard.	
6	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 the CDM & PHO, Jagatsinghpur. 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 office. The organisation shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job	
7	Bidder must have sound knowledge of latest intellectual and property right. The authority who assigns the work is no way responsible for any deviation made by the supplier in this regard.	
8	The CDM & PHO reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.	
9	Under no circumstance shall the organisation appoint any sub – contractor or sublease the contract. If it is found that the organisation has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the organisation shall be forfeited.	
10	Rates quoted against this tender enquiry shall remain valid up to 1 year after publication of approved rate. No request for increase in rates, if any, will be allowed or entertained during this period.	
11	The bidder should submit an authorization & specimen signature of their authorized signatory.	

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Technical Bid:-

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

- I. Demand Draft towards EMD amounting to Rs. 5,000/- (Rupees Five Thousand Only) in favour of "ZSS" , NRHM, Additionality A/C" payable at Jagatsinghpur only DD / Banker Cheque from any National Bank.
- II. Copy of PAN Card & IT return acknowledgement slip of last three F.Y 2016 -17, 2017 – 18 & 2018 -19.
- III. Average Annual turnover Rs. 5,00,000/- in the auditor certified format.
- IV. The bidder must furnish copy of GST Registration certificate.
- V. Forwarding letter / Self – Declaration form on non – judicial paper.
- VI. Sample of the item is to be submitted with technical bid.
- VII. Tender cost Rs. 500/- non refundable in favour of "ZSS" , NRHM, Additionality A/C" payable at Jagatsinghpur only DD / Banker Cheque from any National Bank.

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PRICE BID

- I. Hard copy signed & sealed both in words & figures.
- II. The price bid of the technical qualified bidders will only be opened.
- III. The net quoted price (cost of the item 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.

PRICE BID PRINTING MATERIAL

Sl No	Name of the Item	Specification	Price Inclusive of all tax	% of GST
	HBNC Format	1. Unit – Booklet, Size – ¼ Demy, Total No. of Pages:12, Paper: 80 GSM Maplitho Paper, Brightness – 77(minimum), Printing: Both side Black Printing, Binding: Centre Stiching with perforation of last page (2 nos. perforation in the last page)		

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2. EARNEST MONEY DEPOSIT – (EMD)

2.1 Rs. 5,000 (Rupees Five Thousand Only) for tender on HBNC Format should be paid as EMD in the form of Demand Draft from a Nationalised Bank located in India, drawn in favour of "ZSS" , NRHM, Additionality A/C payable at Jagatsinghpur and submitted in the Technical Bid. The bidder should write the organisation 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 tender, 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, Jagatsinghpur.**

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 / executes 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.

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FORWARDING LETTER / SELF DECLARATION FORM

(To be submitted on Bidder's non – judicial paper)

(To be submitted in Technical Bid)

ANNEXURE - II

To
The CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER cum DMD,
Jagatsinghpur

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 items or 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 Jagatsinghpur reserves the right to consider/ reject any or all bids without assigning any reason thereof.

Date: _____/_____/2020

Authorised Signatory:

Name:

Designation:

Place:

Phone:

Email:

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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.	2016 - 2017 (FY)	-
2.	2017 - 2018 (FY)	-
3.	2018 - 2019 (FY)	-

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

Date:

Place:

Seal

Note:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Membership No.-
Registration No. of Firm

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

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