

Government of West Bengal
Office of the Chief Medical Officer of Health

Purba Medinipur

Phone No.-03228-266530 : : E-Mail: idsp.purbamedinipur@gmail.com

Memo No. CMOH/Pr. MID/3643/2017-18

Date - 01/11/17

TENDER NOTICE

Invitation is made from reputed vendors / agencies / organization to quote rate – "Tender for Printing of OPD Ticket, Register etc" to the undersigned. Items and specification is stated in the table below.

Sl. No.	Name of Article	Specification
1	OPD Ticket	8.75" X 10.75", 60 GSM, single side print, white paper, (100 pgs/ Pad)
2	OPD registrar	8.25" X 13.25", 70 GSM, Both side print, Conquest, Hard Board Binding with cloth & rexine., 200 leafs/book (400 pages per book)
3	Referral card	11 " X 14 ", 200 GSM, green colour, Both side print, conquest. (Rate/1000 pcs)
4	Bed Head Ticket	16.50" X 13.25", 70 GSM, both side print, top head binding with back board, (100 pages/Pad)
5	Admission Register	Size 13"X8", 4 mm board binding with side and corner rexin binding contains 200 leaf, 70 GSM, paper with side stitch binding both side, B/W printing.
6	OPD Ticket (Computerized)	10" X 12", 100 GSM, both side print, both side blue color, litho GSM, paper, perforation at both ends for dots matrix printing., 2000 pieces/box
7	BHT (Computerized)	10" X 48", both side print, in blue color, 500 pieces per box

Rate should be quoted for each item of above mentioned work. Tender must be carried with Demand Draft for Rs. 10,000/- (Rupees Ten Thousand only) in favour of Chief Medical Officer of Health, Purba Medinipur, payable at Tamruk on account of earnest money of the above work/s.

Tender will be submitted to the drop box at office of the undersigned in a sealed envelope within 13.11.2017 up to 12 noon.

The undersigned reserves the right to accept or reject any tender without showing any reason.

- Last date of submission of Tender 13.11.2017 up to 12 noon.
- Opening of Tender: 13.11.2017 at 5pm. at the Office of the undersigned.
- Details of terms & condition attached in annexure –I, which will be also available in website: purbamedinipur.gov.in/wbhealth.gov.in


Chief Medical Officer of Health
Purba Medinipur

Memo No. CMOH/Pr. MID/ 3643/1(10)/17-18

Date – 01/11/17

Copy forwarded for information with request to display the notice in office notice board:-

1. The District Magistrate, Purba Medinipur.
2. The Superintendent of Police, Purba Medinipur
3. The Additional District Magistrate (Development), Purba Medinipur.
4. The Sub – Divisional Officer, Sadar, Tamluk, Purba Medinipur
5. The Secretary, Zila Parishad, Purba Medinipur
6. The Chairman, Tamralipta Municipality, Tamluk, Purba Medinipur
7. The Dy. CMOH – I / Dy. CMOH - II /Dy. CMOH - III/DMCHO/DPHNO/DTO, Purba Medinipur
8. The Superintendent, Dist.Hospita/ Halida SDH/Egra SDH/ Panskura SSH
9. The A.O, CMOH Office, Purba Medinipur
10. The A.CMOH, Tamluk/Haldia/Egra, Purba Medinipur.


Chief Medical Officer of Health
Purba Medinipur

TERMS & CONDITIONS

Tender should be addressed to the Chief Medical Officer of Health, Tamluk, PurbaMedinipur. The sealed envelope should bear the following superscription "Tender for Printing of OPD Ticket, Register etc." in response to the Tender Notice memo no – CMOH/Pr.MID/3643/2017-18 Dated -

1. The rates should be quoted both in figures and words and including all taxes.
2. Photo copy of following documents should be furnished along with bid document.
 - a. Valid Trade License in the field of printing
 - b. Valid GSTIN.
 - c. I. Tax return for last three F.Y.
 - d. Copy of valid PAN card.
 - e. P. Tax
 - f. Audited Balance sheet for the FY 16-17
3. Bid should be signed by the authorized signatory with rubber stamp in all pages.
4. The intending tenderers will have to deposit earnest money of Rs.10,000.00 (Ten thousands) Only in the form of D/D or Pay Order drawn in favour of **Chief Medical Officer of Health, PurbaMedinipur, Payable at Tamluk.**
5. The earnest money will be forfeited if the Tenderer (s) withdraw (s) the Tender after acceptance of rate / issue of order or falsification of documents.
6. The tender documents will be submitted to the drop box at the office of the CMOH & Secretary, District Health & Family Welfare Samiti, Purba Medinipur within **13.11.2017 up to 12 noon** and this will Opened on 13.11.2017 at 5pm.
7. The quantity is tentative and the Tender Committee reserves the right to increase or Decrease the quantity of the printing items.
8. The rate should be quoted as per proforma (attached bellow) given in the bid document. Bidders should follow the said proforma, otherwise it will be treated as cancelled.
9. If the specific date is declared a holiday, tenders shall be received up to the appointed time on next day and accordingly opening of the tender will be done at the appointed time in the next day . The authority will not take any liabilities in this regard.
10. Delivery should be done through bidder's own network to District Heath & Family Welfare Samiti, PurbaMedinipur District. Delivery challan to be submitted by the successful bidder after satisfactory delivery of articles to the authority. Payment will be made after satisfactory stock entry reports from the respective. No transportation cost for delivery will be allowed.
11. The successful bidder will be bound to supply the items on accepted fixed contract basis irrespective of any change in price or quality. Any willful delay on the part of the supplier in supplying articles over expiry of the stipulated period will be liable to any liquidated damages.

12. The tender will be opened at the Office of the undersigned before the tender selection committee in presence of the tenderer or their authorized representatives who choose to attend on the date and time as specified.

13. Evaluation will be done on the basis of price preference i.e., L1. In case of ties (in rate) work order will be given to the L1 bidders as per lottery process.


14. The articles are to be submitted by the selected bidder within 7(Seven) days from date of issue of the work order. No escalation will be considered in any cases.

15. The authority reserves the right to accept or reject any tender and to cancel the bidding process and reject all the tenders at any time to award to contract without assigning any reason thereof.

16. Tender should valid for one year.

17. All terms & Conditions as mentioned above will have to be accepted by the tender(s) and no condition stipulated by the tenderer will be accepted.

Date:


Chief Medical Officer of Health
Purba Medinipur

The above terms & conditions are read carefully and accepted by me / our Firm to the best of my knowledge.

Signature of tenderer with rubber stamp
(Designation) Date:

TENDER NOTICE NO. – CMOH/Pr. MID/3643/2017-18 DATE – 01.11.2017

TENDER FORM

A. Bidders details

1. Name of the bidder / agency :
(BLOCK LETTERS)

2. Address :

3. Name of the Contact person :

4. Mobile No. :

5. E-mail address (If any) :

6. Necessary supporting documents (enclosed) :

Signature of tenderer with rubber stamp (Designation) Date:

