

Govt of West Bengal
Office of the Chief Medical Officer of Health
Cooch Behar

Tel: 228874 (03582) Fax: 228966 * E-mail: cmoh.cbr@gmail.com

Memo No.: 4717

Date: 07/11/2017

TENDER NOTICE

Sealed tenders are hereby invited from reputed printing firm/ press, having valid trade license for printing items for Dist. H.& F.W. Samiti, Cooch Behar. Intending bidders are requested to download the tender document from the website www.coochbehar.gov.in on and from 08.11.2017 and indicate clearly the price, both in figure as well as in words, time of delivery and literature wherever applicable. Specific printing sample will be available in DPMU section of the office of the undersigned on working days during working hours up to 14th Nov' 2017. All the bidders are requested to verify the sample before submitting the tender document. Sealed tender documents should reach the office of the undersigned within 14.11.2017 up to 5.30 p.m. except holidays through registered/ ordinary post, courier service or hand delivery. The same will be opened on 15.11.2017 at 3.00 p.m. in the chamber of the undersigned in presence of intending bidders or their authorised representatives. An amount of Rs. 3,000.00 (Three Thousand), is to be given as earnest money by way of Demand Draft in the name of Secretary, Dist. Health & Family Welfare Samiti, Cooch Behar. Register SSI are exempted from submission of EMD under Rule 47(A) 1 and 47(B) (7) of WBFR Vol-I of Finance Department.

Details of SNCU Printing items are mentioned below:-

Sl. no.	Name of the items	Specification	Quantity may be Print
1.	File Folder	Size-9.6"X12" 350 GSM Art Card or equivalent quality, 2fold folder with paper holdings facility Multi colour printing.	7200 Pcs
2.	Treatment continuation and clinical condition record sheet	Size-8.5"X11" 90 GSM Maplitho light blue paper, single sheet, both side different matter, 2 colour printing.	20000 Pcs
3.	Monitoring sheet & Nurses order sheet	Size-8.5"X11" 90 GSM Maplitho paper, single sheet, both side different matter, 2 colour printing.	20000 Pcs
4.	Admission sheet	Size-8.5"X11" 120 GSM Maplitho paper, 4 pages, back to back printing, different matter, 4 colour printing.	8000 Pcs
5.	Discharge Card	Size-8.5"X11" 121 GSM Maplitho paper, 4 pages, back to back printing, different matter, 2 colour printing. Perforation at joint.	7200 Pcs
6.	Investigation sheet	Size-8.5"X11" 90GSM Maplitho paper, single sheet, single side 2 colour printing.	12000 Pcs
7.	Discharge Note	Size-8.5"X11" 120 GSM Maplitho paper, single sheet, single side printing, , 4 colour printing. 100 sheet per booklet, Perforation at top. Pad binding	60 Boolet
8.	Referral Note	Size-8.5"X11" 120 GSM Maplitho paper, single sheet, single side printing, , 4 colour printing. 100 sheet per booklet, Perforation at top. Pad binding	20 Booklet
9.	Community follow-up card	Size-8" X 5.2" 300 GSM Art paper, 4 Pages, back to back 4 colour printing.	7200 Pcs

Continuation of Details of SNCU Printing items :-

Sl. no.	Name of the items	Specification	Quantity may be Print
10.	Admission register	Size-22"X17" 90 GSM Maplitho paper, single sheet, single side printing, single colour printing. 150 sheet per Register (inner), with 300 GSM duplex board & cover design 4 colour printed and pasted with 90 GSM Maplitho paper, cloth binding complete.	8 Register
11.	Follow-up register	Size-14"X9" 90 GSM Maplitho paper, single sheet, single side, single colour printing, printing. 100 sheet per Register(inner), with 300 GSM duplex board cover & cloth binding complete.	40 Register
12.	OPD Register	Size-14"X9" 90 GSM Maplitho paper, single sheet, single side, single colour printing, printing. 100 sheet per Register(inner), with 300 GSM duplex board cover & cloth binding complete.	40 Register
13.	Facility follow up record book	Size-9"X4.25" 90 GSM Maplitho paper, single sheet, single side 4 colour printing, 100 sheet per book, with 350 GSM Art card cover & cover design printed and pasted with 90 GSM Maplitho paper, cloth binding complete. 100 sheet per book(inner)	40 Book

The printing quality and brightness need to be up to the satisfaction of the tender committee. Printing may require multicolour and incorporation of picture on durable base. Self attested photocopy of valid trade license, current income tax return, PAN Card, GSTIN Number must be submitted with the tender document. Use separate envelope for technical and financial bids.

The sealed tender document should be addressed to the Chief Medical Officer of Health, Cooch Behar, Lalbagh, Debibari Road, Cooch Behar at docket section super scribing "Tender for printing and supply of SNCU printing format for CMOH Office, Cooch Behar".

Price quoted should be for units specified and delivery made at the office of the undersigned. All risks to goods till the point of delivery shall be on the supplier. The quoted price should be inclusive of all charges like freight, taxes etc. In absence of such charges it will be assumed that the rate is inclusive of all charges.

It is obligatory to the selected supplier to supply as per order. In case of delay, unless extension of delivery is granted, @2% will be recovered as liquidated damage and in case of non compliance of the order, the earnest money will be forfeited.

The undersigned reserves the right to accept or reject the tender in part or full without mentioning any reason whatsoever. The undersigned also reserves the right to accept or reject the lowest rates quoted by the tenderers.

CMOH & Secretary, Dist. Health & Family Welfare Samiti
Cooch Behar

(Handwritten signature in blue ink)
100
21/12

TENDER DOCUMENT

TECHNICAL AND FINANCIAL BIDS ON ACCOUNT OF THE NIT NO:- 4717 DATED 07/11/17 FOR PRINTING AND SUPPLY OF SNCU PRINTING FORMAT FOR THE CMOH OFFICE, COOCH BEHAR

Sl. No.	Description of Printing item	Quantity	Price	Estimated time of delivery
1.	File Folder	7200 Pcs		
2.	Treatment continuation and clinical condition record sheet	20000 Pcs		
3.	Monitoring sheet & Nurses order sheet	20000 Pcs		
4.	Admission sheet	8000 Pcs		
5.	Discharge Card	7200 Pcs		
6.	Investigation sheet	12000 Pcs		
7.	Discharge Note	60 Boolet		
8.	Referral Note	20 Booklet		
9.	Community follow-up card	7200 Pcs		
10.	Admission register	8 Register		
11.	Follow-up register	40 Register		
12.	OPD Register	40 Register		
13.	Facility follow up record book	40 Book		

Date:

Signature of the bidder
With seal