

Govt of West Bengal
Office of the Chief Medical Officer of Health
Cooch Behar
Tel: 228874 (03582) Fax: 228966
E-mail: cmoh_cbr@wbhealth.gov.in

NIT No: -2722

Date: - 14/7/16

TENDER NOTICE

Sealed tenders are hereby invited from the reputed press owners, Contractors, having valid trade license for printing of various forms and registers of different sizes, numbers and configuration for RNTCP Programme for the current financial year i.e up to 31.3.2017. Intending bidders are requested to download the tender document from the website www.coochbehar.gov.in on and from 14.7.2016 and indicate clearly the price, time of delivery and literature wherever applicable. Sealed tenders should reach to the office of the undersigned within 29.7.2016 up to 5 p.m. except holidays. The same will be opened on 01.8.2016 at 4-30 p.m. at the chamber of the undersigned in presence of intending bidders or their authorised representatives. An amount of Rs. 2,000.00 (two thousand) is to be given as earnest money by way of Demand Draft in the name of CMOH, Cooch Behar. Intending bidders are requested to inspect the forms, registers, booklets to be printed from the District Tuberculosis Centre, Cooch Behar(MJN Hospital OPD Campus).

The printing quality and brightness shall be up to the mark. Printing may require multicolour and incorporation of picture on durable base. Attested photocopy of trade license, current income tax return, current sale tax return and PAN Card must be submitted with the tender document.

The sealed tender document should be addressed to the Chief Medical Officer of Health, Cooch Behar, Lalbagh, Debibari Road, Cooch Behar superscribing "Tender for various forms and registers under RNTCP Programme for CMOH, Cooch Behar".

Price quoted should be for units specified inclusive of delivery charges at the District Tuberculosis Centre under 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.

Terms & Condition

Before quoted the rate against each item please read the below mentioned instruction carefully:

- 1) The tender should be addressed to the Member Secretary Dist. Health & Welfare Samiti and CMOH Cooch Behar.
- 2) The bidding will be done on a two bid method. The bidder should ensure that the technical bid is complete in all respects and contain the required enclosures sealed in a separate cover and commercial/price bid is sealed in a separate cover and both envelopes are kept and sealed in a suitable size cover (the envelop shall be superscripted "Tender for various forms and registers under RNTCP Programme for CMOH, Cooch Behar". Financial bid will evaluated after only qualifying the technical specification.
- 3) The rate should be quoted in Indian rupees (both in words & figures). Overwriting in the bidding papers will be treated as cancelled for that item.

- 4) The price quoted should be inclusive of all taxes and charges of delivery at the said destination. No separate delivery charges will be paid.
- 5) Attested copy of current certificates (like Sales Tax, Last IT return certificate, Last VAT return certificate) should be attached with tender paper. Copy of Excise License should be furnished here applicable
- 6) Earnest money for applying is Rs. 2,000.00 Only.
- 7) The earnest money will be forfeited if the tendered withdraws the tender after acceptance of tender or falsification of tender.
- 8) Each Bidder shall submit one bid and bidders who submit more than one bid for similar supply will be disqualified. Each item should be quoted in a single rate both in figure and words. The bidder himself or his authorized representative must be present at the time of opening of the quotation otherwise his bidding paper would be stand canceled.
- 9) The tender must be received in the office of the undersigned not later than the date and time 29.7.2016 up to 5 p.m. as given in the tender notice no.
- 10) If the specified date is declared as holiday, opening of the tender will be done at the same time on the next working day. The authority will not take any liability for postal delay or irregularities in this regard.
- 11) A tender received after the deadline will be rejected.
- 12) Bidder may be blacklisted if the quality of articles is below the specific standard.
- 13) The sealed tender will be opened at the office of the undersigned before the purchase committee in presence of tendere or their authorized representative.
- 14) The successful bidder will be bound to supply the items for next one year i.e. from the date of memorandum of understanding (MOU) on fixed rate contract basis irrespective of any change in price of quality. Any wilful delay on the part of the supplier in supplying articles within the stipulated period will be liable to pay liquidated damages.
- 15) Payment shall be made after receiving articles in good condition and with requisite quality. Bills in duplicate along with recipient challans are to be furnished to the office of the DTO for payment.
- 16) **The authority reserves the right to accept or reject any tender and to cancel the bidding process and reject all tender within time prior to the award of contract with out showing any reason thereof.**
- 17) The selected bidder should supply the items as and when required to the authority at his own expense. Transport cost or unloading charge will not be borne by authority. The work order will be issued on the basis of requirements of articles. The purchase committee reserves the right to accept or reject any bid document or rate given against the articles without assigning any reason whatsoever.
- 18) The tender papers should be dropped under sealed envelop in the tender box kept in the office of the CMOH, Lal Bag, Debibari Road, Cooch Behar, Pin- 736101. No tender papers shall be acknowledged by post.
- 19) The selected suppliers will be asked to produces the sample of selected articles prior to placement of order for supplying.

Lowest bid is not the sole criteria for selection, quality of article are most important.

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

Memo No: -

Dated:-

Copy forwarded for information and wide publication at his office notice board please to:-

1. The Director of Health Services, West Bengal, Swasthya Bhawan, Kolkata-700091.
2. The Sabhadhipati, Zilla Parisad, Cooch Behar.
3. The District Magistrate & Ex-Officio, Executive Vice Chairman, D.H. & F.W. Samiti, Cooch Behar.
4. The District Information & Cultural Affairs Officer, Cooch Behar.
5. The Chairman, Cooch Behar Municipality.
6. The Post Master, Cooch Behar Head Post Office, Cooch Behar.
7. The Station Master, Cooch Behar Rly. Station, Cooch Behar.
8. The Dy. Chief Medical Officer of Health- II Cooch Behar.
9. The DTO, Cooch Behar.
10. The Dist. Leprosy Officer, Cooch Behar.
11. The Dist. Tuberculosis Officer, Cooch Behar.
12. The Superintendent, M.J.N. Hospital, Cooch Behar.
13. The Accounts Officer of this office.
14. The District Informatics Officer, N.I.C., D. M. Office, Cooch Behar with request to upload the notice in the website www.coochbehar.nic.in
15. The Creative Ads with request to publish an advertisement in Uttarbanga Samdad daily on 15.7.2016.
16. The Officer NOTICE BOARD of this office.

Sd/-

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

TENDER DOCUMENT

**TECHNICAL AND FINANCIAL BIDS ON ACCOUNT OF THE NIT NO-.....DATED/...../2016
FOR PRINTING AND SUPPLY OF VARIOUS FORMS AND REGISTERS FOR RNTCP PROGRAMME FOR THE
CMOH OFFICE, COOCH BEHAR,**

Serial No.	Name of the items to be supplied (Printing)	Price to be quoted per unit
1.	Annexure-B (as per sample single side print A4 size,75 gsm sheet) Smear Result Sheet for Blinded re-chacking	
2.	Annexure-C (as per sample single side print A4 size,75 gsm sheet) Smear Result Sheet for Blinded re-chacking of DMC Slids	
3.	Annexure-D (as per sample single side print A4 size,75 gsm sheet) Quality assurance report on sputum microscopy	
4.	Annexure-M (as per sample single side print A4 size,75 gsm sheet) TB Lab. Monthly abstract	
5.	Annexure-2 (as per sample)	
6.	Sputum referral form (Annexure I) for MDR suspect A4 size, 75 gsm sheet	
7.	I.D Cards (Hard paper [as per sample] both side print) for 1 st line treatment	
8.	I.D Cards (Hard paper [as per sample] both side print) for 2 nd and 3 rd line treatment	
9.	Treatment Cards (Hard paper [as per sample] both side print, 2 page, A4 size) for 1 st line treatment	
10.	Treatment Cards (Hard paper [as per sample] both side print, 4 page, A4 size) for 2 nd and 3 rd line treatment (Annexure-VIII)	
11.	Lab forms (Sputum request form) (as per sample, both side print)	
12.	O. S. E. summary	
13.	Patient Referral for treatment forms (as per sample, single side print Per 50 sheet X 3 tri colour sheet books with perforation 75 gsm sheet, a4 size)	
14.	Work sheet for LT (as per sample, Single sheet 75 gsm, a4 size both side print)	
15.	Advanced Tour Programme form (A4 Size as per Sample)	
16.	District Issue Voucher (Medicine) book (as per sample, single side print Per 50 sheet X 3 tri colour sheet books with perforation 75 gsm sheet, Paperback bound)	

17.	District Issue Voucher (Lab Consumable & Others) book (as per sample, single side print Per 50 sheet X 3 bi colour sheet books with perforation 75 gsm sheet, Paperback bound)	
18.	T.U Issue Voucher (Lab Consumable & Others) book (as per sample, single side print Per 50 sheet X 2 bi colour sheet books with perforation 75 gsm sheet, Paperback bound)	
19.	ICTC Referral form for HIV testing (as per sample, single side print Per 50 sheet X 3 tri colour sheet books with perforation 75 gsm sheet, A4 size, Paperback bound)	
20.	MDR suspect line list proforma (as per sample, Single sheet 75 gsm, a4 size single side print, paperback bound)	
21.	MDR Patient Clinical Information Booklet (As per sample, 19 page booklet, Front page colour print, single sheet 75 gsm, A4 size paper, both side print, both side translucent plastic cover, channel bound)	
22.	Monthly Blood Sugar Report Form A-4 Size (As per sample)	
23.	Adult Child Contract Report Form A-4 Size (As per sample)	
24.	Monthly Tour Programme form (A4 Size good quality as per Sample)	
25.	Annexure- I	
26.	Annexure- III	
27.	District Issue voucher	
28.	, Annexure- V	

Date:

**Signature of the bidder
With seal**