

SPECIFICATION OF ITEMS FOR PRINTING & SUPPLY OF IEC MATERIALS

SPECIFICATIONS, TERMS & CONDITIONS FOR PRINTING AND SUPPLY OF IEC MATERIALS ON HEALTH PROGRAMME,

1. Sealed tenders are invited from interested/bonafide/reputed agencies having adequate experience in printing & supply of different type of IEC/BCC assignments.
2. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may down load the tender document from the District NIC website of Keonjhar.
3. The tender will be in two parts i.e. technical bid. (Cover-A) and financial 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 "Proposal for Printing , Supply & Fixing of printing materials under NHM in reference to adv no-~~2699~~.....".
4. Bidders who qualify technically, their financial proposal shall only be opened.

SPECIFICATIONS

Last Date for submission of Tender	Date: 25.06.2018 Address: CDMO, Keonjhar ,At/Po/Dist-Keonjhar Pin-758001, (Through Speed Post/Register Post/Courier only) Time: 5.00P.M.
Date, time and place of opening of Tender	Date: 26.06.2018 AT-DTU, Conference Hall ,Keonjhar Time: 10.30 A.M.
IEC Folder for School Children/ASHA	Size: 14CMX28CM two fold (Total 4 page) Color: Multi Color Paper: 220 GSM Art Paper Lamination: Gloss Lamination of both sides (All 4 pages)
Signage	Size- Square Feet Sun board vinyl pasting Thickness – 3M.M. Eco Solvnet printing
Swasthya Kantha	Size- Square Feet Multi Colour Eco Solvent painting The cost per unit must be quoted including transportation and painting cost at the Sc/PHC(N)/CHC/ SDH and DHH level
Wall Painting on Key Health Messages	Size- Square Feet Multi Colour Eco Solvent painting The cost per unit must be quoted including transportation and painting cost at the Sc/PHC(N)/CHC/ SDH and DHH level
Poster Multicolor	Size44CMX56CM Process Multicolor Paper 130GSM Art paper Fixing with 2" adhesive double side Gum tape in the back side of the poster and without adhesive
Leaflet Multi Color	Size 22CMX28CM Process Multicolor Paper 90GSM Art paper & Paper 75GSM Art paper Single/ Double side

Leaflet Black and White	Size 22CMX28CM Process black and white Paper 90GSM Colour paper & Paper 75GSM colour paper Single/ Double side
Flex Banner	Star Quality rate per square fit with transportation cost to CHC level to be quoted .
Change of flex Banner for existing Hoarding	Square Feet including Installation of Hoarding including fitting and fixing of the banner with Iron pipes and GI wires at DHH, SDH &,CHC of Keonjhar District
Printing of format in A4 & A3 size paper single and double	Per thousand / per piece
Standee	Size -3ft. X 2ft. with stand With flex Pesting charges
Large Hoarding	Size- Square feet. Quality of surface Angel frame to be used should be of good quality Joist- 5' X2.5" Angle – 3"X3" Angle- 2"X2" Three feet deep concrete on each pole of the board along with supporting iron angle Frame should be made from Iron Angle Structure of the hoarding will be of 5ft height from ground level and flex banner with Iron pipe fitting. The Estimates per hoarding size square feet should be inclusive of cost of materials tax , transportation erection, mounting and annual maintenance cost (AMC) up to one year. The agency should quote the rate per hoarding as per the sq feet.
Display Board on Health farcialities	(3'x2')sun board with vinyl pasting. 3 M.M. thickness Printing process Eco solvent & vinyl print the cost per units to be quoted including transportation and fixing with GST Charges if any.
Erection of Temporary Hoarding and change of flex.	Erection of Temporary Hoarding on Bamboo with fitting and fixing of flex rate should be quoted per sq. ft.
Supply of Rath for different IEC programme in the district	TATA ACE Vehicle with decoration of Flex on Iron frame four side Hire charge of Vehicle per day including DOL per K.M. to be mentioned item wise.

NB 01. Rates should be quoted inclusive of cost of Sheet, Printing, pesting transportation, fixing, designing, DTP, as per specifications & also inclusive of charges of GST & other taxes as applicable.

NB 02. Material is to be delivered at the different institutions at district/city level.

Delivery Schedule : Within 7days from the date of issue of purchase order.

Consignee: Chief District Medial & Public Health Officer , Keonjhar

Chief District Medical & Public Health Officer.
Keonjhar

TERMS AND CONDITIONS

Terms & Conditions		Documents to be Submitted
1	The organization should be a bonafide registered body	Registration certificate
2	The organization should have PAN/TIN/GST No holder & up to date GST clearance certificate	Photo copy of Pan/Tin/GST No
3	Annual turnover of the bidder a. The average annual turnover should be Rs. 5 lakhs or more during last three consecutive financial year (2014-15,15-16 &16-17).	Certificate from Chattered Accountant, certifying the average annual turnover of last 3yrs consecutive Financial Years (2014-15,15-16&16-17) & Audited Balance Sheet & P&L account of last three Consecutive year (2014-15,15-16 &16-17).
4	The organization will have to submit the Affidavit with following clause:- 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. That the organization agrees to abide by all terms& conditions of tender 4. The organization will quote prices inclusive of all taxes as per square fit and transportation cost .	Affidavit
5.	Tender must be accompanied by Security Deposits of Rs...10000/-(Ten thousand)only by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of ZSS (NRHM), Keonjhar, Tenders if not accompanied by Security Deposit will not be considered. Security of unsuccessful bidders will be returned without interest on finalization of bid. Security of successful bidders will be retained & will be refunded on successful completion of the job without interest.	Demand Draft
6	Conditional Tenders are liable to be rejected. In the event of acceptance, CDM&PHO Keonjhar decision will be final. The tender, which is not as per our required specifications, will not be considered.	
7	If the successful bidder fails to supply within the stipulated period i.e. 15 days, liquidated damage @ .5% of the tender value, per week of delay shall be deducted from the final payment. Deduction shall be made till 4% of purchase order	

	rate. If the bidder still fails to supply his order stand cancelled.	
8	The CDM&PHO Keonjhar 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 with documentation of the job and submission of bill in that regard.	
09	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 Keonjhar. 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 organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.	
10	Bidder must have sound knowledge of latest intellectual and proprety right. The authority who assigns the work is no way responsible for any deviation made by the supplier in this regard.	
11	The cost towards the testing of sample will be borne by the successful bidder	
12	The CDM&PHO reserves all the rights to accept or reject any or all the tenders without assigning any reasons whatsoever.	
13	Under no circumstance 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.	
14	The agency must have experienced in executing more than three assignments, out of which one must from Govt.	
15	Rates quoted against this tender enquiry shall remain valid up to 12 months after publication of approved rate. No request for increase in rates, if any, will be allowed or entertained during this period.	
16	The head of the organization (bidder) should submit an authorization and specimen signature of their authorized signatory.	


 Chief District Medical & Public Health Officer
 Keonjhar

TENDER FORM

Part -I

(Technical Bid)

1	Name of the Organization	
2	Address of the organization	
3	Name of authorized signatory (in capital letters)	
4	Authorization and specimen signature of the authorized signatory	
5	Telephone number of authorized signatory / Organization	
6	Registration no (Attach registration certificate issued from DIC)	
7	GST clearance certificate no (Up to date)	
8	PAN	
9	Annual turnover certificate duly signed by Chartered Accountant submitted for last 3 years	
10	Draft number and date of the Security Deposit of Rs ...Rs10000/-..... for each items separately submitted by the organization.	
11	Affidavit of declaration 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. Submit.	
12	Model copy of the Material submitted on the date of opening of the Technical Bid	
12	Affidavit of declaration that the organization agrees to abide by all terms& conditions of tender	
13	Whether all documents submitted signed by the authorized signatory of the organization (Yes/ No)	
14	Proof of three assignments under taken and one from Govt.	

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 by /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 the in future.

(Signature and seal of the authorized signature)

Place
Date

Chief District Medical & Public Health Officer
Keonjhar

TENDER FORM

Part -II

(Financial Bid)

SI No	Name of the Items	Specification	Rate Quoted with all tax and transportation
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Chief District Medical & Public Health Officer
Keonjhar