



ZillaSwasthyaSamiti, Keonjhar



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, KEONJHAR
(District Programme Management Unit, NHM, Keonjhar)

TENDER CALL NOTICE

No: 3995

Date: 08.09.2021

Sealed Tenders are invited from the interested registered printing press/ manufacturer/ firm / agency / distributor/ supplier/ organization for **supply of IEC Calendar** the O/o the CDM & PHO, Keonjhar as per the given specification and details of term and conditions is available in **Keonjhar district NIC website (www.kendujhar.nic.in)**. Interested bidders are requested to submit tender (under two bid system) along with necessary documents (Technical & Financial Bid separately and outer envelope must contain the said two bids documents) to the **Office of the Chief District Medical & Public Health Officer, Keonjhar** on or before **08.10.2021 till 4.00 PM** through **Speed Post/ Regd. Post / Courier service only** & the envelope containing the Bid documents (Technical/ Financial) must be super-scribed on the top of the envelope "**Tender for supply of IEC Calendar**". The bids will be opened on **08.10.2021 at 04.30 PM** at Mini, Conference hall, NHM (Office of the CDM & PHO), Keonjhar in the presence of the tender committee members, bidders/ his authorized representative. The authority reserves the rights to cancel or reject the any or all tender without assigning any reason thereof. The authority will not be responsible for any postal delay

Sd/- Chief District Medical & Public Health Officer, Keonjhar

[Handwritten Signature]
08/09/2021

Chief District Medical & Public Health Officer
Keonjhar

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

(District Programme Management Unit, NHM, Keonjhar)

3995

Dated 08/09/2021

Terms and Conditions of Tender submission & Finalization

Sealed Tenders are invited from the interested printing press/ manufacturer/ firm / agency / distributor/ supplier/ organization for supply of IEC Calendar to CDM & PHO, Keonjhar as per specification detailed in **Annexure-A**.

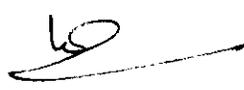
Last date for submission of Tender	Date: 08.10.2021 Time: 04.00 PM Address: Office of the CDM & PHO, Keonjhar At- Dist. Head Quarter Hospital, Keonjhar Po/Dist – Keonjhar, PIN – 758001 Trough Speed Post / Regd. Post/Courier Service only
Date, Time & Place of Opening of Tender	Date: 08.10.2021 Time: 04.30 PM At – Mini, Conference hall, NHM (Office of the CDM & PHO), Keonjhar
Documents to be submitted	a) Copy of GST b) Copy of PAN Card c) Copy of valid DIC Registration Certificate d) Copy of Registration of Printing press/ manufacturer/ firms / agencies / distributor/ supplier/ organization e) Annual Average turnover Rs. 05 Lakhs or above for the last three years (2017-18, 2018-19& 2019-20). The audit report for the above said financial year to be attached for verification. f) Affidavit of Non-black listed firm for execution of Govt. similar works.(From Executive Magistrate / Notary) g) Undertaking for supply of the materials as per the specifications only.
Signing of Documents	All papers / documents submitted with the Tender must be signed by the Bidder& the tender document must be identified by page mark.
Tender paper cost	Tender paper cost of Rs. 500/-(Rupees Five hundreds Only) (Non- Refundable)in form of Bank Draft drawn in favor of ZSS(RCH-II), Keonjhar payable at Keonjharto be submitted along with the tender paper.
Performance Security	The Bidder has to deposit 3% of order value as Performance security within 7 days of receipt of order in form of Bank Guaranty favoring Zilla Swasthya Samiti, Keonjhar .
Delivery Timeline	The agency must ensure for delivery of the products at the Office of the CDM & PHO, Keonjhar and other institutions of Keonjhar district within Forty five days after receiving the order.
Submission of Bid Documents	The Bidders must submit the Technical and Financial Bid Separately in the sealed envelope and both the Technical & Financial Bid Envelopes must be kept in other envelopes (Outer) . The outer envelope must be super scribed on the top of the envelope "Tender for supply of IEC Calendar" and to be addressed to Office of the CDM & PHO, Keonjhar, At- Dist. Head Quarter Hospital, Keonjhar, Po/Dist – Keonjhar, PIN – 758001 . The financial bid will be opened of those bidders only who will qualify in the technical bid.
Validity	The rate quoted as per specification, term & condition and will be valid for one year.
<p>➤ As per block wise requirement of IEC Calendar the bidder must have to supply the same to block CHC point.</p> <p>➤ The undersign reserves all the rights to cancel or reject the any or all tenders without assigning any reason thereof. The decision of the committee will be treated as final.</p>	

Annexure-A

List of items with specifications

Sl. No.	Name of the items	Specification	Total Quantity
1	IEC Calendar	<ul style="list-style-type: none">➤ Size of each sheet of calendar : 91 cm X 58.5 cm➤ No. of sheet in each calendar : 10 sheets➤ Paper to be used : 220 GSM Art paper➤ Colour : Multi colour➤ Binding:<ul style="list-style-type: none">• Each sheet both side Glossy lamination• Top wireo with hanger• Calendar is packed with a strong Polythene bag/ envelop size 24" X 37"	1390 no. of IEC Calendar (Each Calendar contains 10 sheets)

- *The Soft copy of the IEC calendar (10 number of prototypes) may be obtained from DEIC, DHH, Keonjhar on the working days in the office hours.*


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Technical Bid (Check list) for supply of IEC Calendar

Sl. No	Details of the Bidders	Details Description	Page No.
1	Name of the printing pressmanufacturer/ firm / agency / distributor/ supplier/ organization (Proof of Registration to be Submitted)		
2	Address of the printing press/ manufacturer/ firm / agency / distributor/ supplier/ organization		
3	Name of the Contact person		
4	Email of the contact person		
5	Contact Number		
6	PAN Card no. of the manufacturer/ firm / agency / distributor/ supplier/ organization (Copy to be attached)		
7	GST registration no. of the organization (Copy to be attached)		
8	Valid DIC registration no.(in case of small scale industry) (Copy to be attached)		
9	Affidavit (Notary/Executive Magistrate) of non-black listed Firms for execution of Govt. similar works as per Annexure: B		
10	Average Annual Turnover of the manufacturer/ firm / agency / distributor/ supplier/ organization of Rs.5,00,000.00 (Rupees Five lakhs only) or above for the last three financial years (2017-18, 2018-19 & 2019-20). The audit reports to be submitted for the above years. Annexure:C (Turnover format).		
11	Copy of Income Tax return for last three financial years (2017-18, 2018-19 & 2019-20).		
12	Rs.500/-(Rupees Five hundreds Only) in form of Bank Draft drawn in favor of ZSS(RCH-II), Keonjhar towards Price for Bidding Documents.		
13	Undertaking for supply of the materials as per the specifications only as per Annexure: D		

Date:

Place:

Signature of the Bidder with seal

4


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Annexure-B

AFFIDAVIT

I / We _____ do hereby declare that I / We have **not been de-recognized / black listed/debarred** by any state Govt. or Central Govt. organization for supply of **Not of Standard Quality (NSQ) Items / non-supply of any items / part supply of any items.**

I / We hereby agreed that the Tender Inviting Authority can forfeit the performance security amount and blacklist me / us for a period of 3 years if, any information furnished by me / us found to be incorrect and false at any stage.

I/We hereby also agreed that I/We will abide by the Tender terms & conditions. The Tender Inviting Authority has right to forfeit my/our performance security amount if I/we fail to comply with/abide by the terms and conditions.

Place:

Date:

Signature of the Authorized Signatory & Seal of the Bidder

Seal & Signature of the Notary Public


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Annexure-C

ANNUAL AVERAGE TURN OVER STATEMENT

(To be furnished in the letter head of the Chartered Accountant)

The Annual Turnover of M/s. _____ for the last 3 financial years are given below and certified that the statement is true and correct.

Sl.No.	Financial Year	Turnover in Lakhs (Rs.)
1	2017-18	
2	2018-19	
3	2019-20	
Average Annual Turnover in Laks (Rs.)		

Date:

Signature of Chartered Accountant

Place:

(Name in Capital)

Seal Membership No.....

Note:

- 1) To be issued in the letter head of the Chartered Accountant with membership No.
- 2) Also attach photocopies of the audited P/L account of each year highlighting the turnover in support of that.


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Annexure-D

Undertaking for supply of the materials as per the specifications only

(To be filled by the Bidder)

I / We _____ do hereby declare that I / We supply the stocks as per specifications only within stipulated period i.e. within 45 days from the date of issue of the Purchase Order. I / We agreed that the Tender Inviting Authority can forfeit the performance security amount and blacklist/disqualified/debar me / us for a period of next 3 years (three years) for non-supply / part supply of the stocks within the stipulated time period.

Date:

Place:

Signature of the Bidder with seal


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Financial bid for supply of IEC Calendar

Sl. No.	Name of the Item	Unit	Unit price including all taxes & transportation
1	Calendar with Polythene bag/ envelop	One Set	

Note : The maximum budget for one Calendar with polythene bag is Rs. 300.00

Date:

Place:

Signature of the Bidder with seal



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