

Odisha State Health & Family Welfare Society

Dept. of Health & Family Welfare, Govt. of Odisha
Annex Building of SIH&FW, Nayapalli, Unit-8, Bhubaneswar-751012
Phone/Fax: 0674- 2392479/80/88

Advt.No. 52/19

Date: 19.10.2019

CORRIGENDUM

With reference to the tender advertisement no. **47/19** dtd. **3.10.2019** for printing & supply of Registers, Booklets, Cards & Case Sheets; there are few amendments in the technical specification of the item sl. nos. **2,3,10,11,16A & 16G**. The revised tender document incorporating the said amendments in the technical specification can be downloaded from the website www.nrhmorissa.gov.in. All other terms and conditions including the date of bid submission & opening remain unaltered.

Sd/
Mission Director
NHM, Odisha



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Phone/Fax: 0674- 2392479/80/88



Advt.No. 47/19

Date: 3.10.2019

TENDER CALL NOTICE FOR PRINTING & SUPPLY OF REGISTERS, BOOKLETS, CARD & CASE SHEETS

Sealed tenders are invited from registered printing agencies (with GST registration having GSTIN) having adequate experience in taking up the works of composing / proof reading / designing & printing. Details regarding the printing of items and terms & conditions may be downloaded from the website www.nhmodisha.gov.in The tender should reach the office of the undersigned by **24.10.2019 (till 3 PM)**. The Tender will be opened at **3.30 PM on 24.10.2019 (till 3.30 PM)**. The undersigned reserves the right to reject any or all the tenders / cancel the tender without assigning any reason thereof.

Sd/-
Mission Director
NHM, Odisha

Revised Tender Document
(Amendments are marked in Red Colour Text)

**INSTRUCTION TO BIDDERS, SPECIFICATIONS, TERMS & CONDITIONS FOR
PRINTING & SUPPLY OF REGISTERS, BOOKLETS, CARDS, CASE SHEETS**

Section – I (Instruction to Bidders)

01. Sealed tenders are invited from registered printing agencies (with GST registration having GSTIN) having adequate experience in printing & supply of different type of printing assignments.
02. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from the website **www.nhmodisha.gov.in**
03. The tender should be submitted in two parts i.e. **Technical Bid (Cover-A)** and **Financial Bid (Cover-B)**. The bidders should submit their **technical** and **financial** bid **separately** in **two separate envelopes** and the same should be put into **another cover envelop** superscribed as **“Tender for Printing & Supply of Registers , Booklets, Cards, Case Sheets under NHM in reference to advt. no-dt-.....”**. The Technical & Financial Bid envelopes should be clearly marked as Technical Bid & Financial Bid on the top of the relevant envelopes. The tenders should be addressed to :

The Mission Director,
National Health Mission,
SIHFW Annex Building, Nayapalli, Unit-8, Bhubaneswar – 751 012,
Odisha.
04. Bidders who **qualify technically** [as per submission of relevant valid documents as asked to be submitted in Technical Bid – Part 1 - Tender Forms (T1,T2 & T3), fulfilling all the terms & condition of the tender document and inspection of infrastructure of the bidder if required], their **Financial Bid** (Part 2) shall **only** be opened. The circulars issued by the Finance Department, Govt. of Odisha from time to time regarding tax matters shall be taken into account for evaluation and shall be binding on the bidders. The bidders are requested to clearly mention the **% of GST along with HSN Code of GST** separately **against each item** as mentioned in the price bid format (Part 2). The unit price (exclusive of tax) shall be taken into account for evaluation. Also during evaluation, as per the Govt. of Odisha Finance Deptt. Office memorandum No. 13290 dtd. 2.4.2013 (Clause 2), the price preference system shall be applicable to **local micro & small enterprises** registered in Odisha with the respective DIC, Khadi, Village, Cotton & Handicraft Industries, OSIC and NSIC.
05. As per Finance Department office memorandum no.21926 dtd. 12.8.2015, **Local micro & small enterprises** registered in Odisha with the respective DIC, Khadi, Village, Cotton & Handicraft Industries, OSIC and NSIC while participating in tenders of Government Departments & Agencies under its control shall be exempted from payment of earnest money. On conclusion of the bidding process, the local MSE bidder, if selected, shall be required to pay 25% of the value of performance security.

06. Schedule of Requirement

Sl. No.	Name of the Item	* Specification	No. of Units
1.	GKS Register	Unit : Register Size : 20 cm x 30 cm Inner Pages: 320 Cover Pages : 4 Paper (Inner) : 70 GSM conquest (azure laid) paper Paper (Cover): 70 GSM Maplitho to be pasted on the hard board binding after printing. Printing (Inner): Both Side Black offset printing Printing (Cover) : Multi Colour offset Printing of front & back Binding: Zoo Stitching with thick hard board (Mill board 28 ozs.) & cloth binding at left side of the register	46,550
2	Compendium of Incentive Payment Guidelines (Odia & English)	Unit : Booklet Size : ¼ Demy Inner Pages: 36 Cover Pages : 4 Paper (Inner) : 90 GSM Art Paper (Mat Finish), Brightness : 80 (Minimum) Paper (Cover) : 220 GSM Art Paper (Gloss Finish), Brightness : 80 (Minimum) Printing (Inner) : Both side Bi-Colour offset printing Printing (Cover) : Both side Multi Colour offset printing Binding : Center Stitching	1,000 (English-500 nos & Odia-500 nos)
3	Quality Assurance in Manual for Sterilization	Unit : Booklet Size : 1/4 Demy Inner Pages: 118 Cover Pages : 4 Paper (Inner) : 130 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Paper (Cover) : 220 GSM Art Paper (Gloss Finish), Brightness : 80 (Min.) Printing (Inner) : Both side Multicolour offset printing Printing (Cover) : Multicolour offset printing (Front Cover & Back Cover) Binding : Perfect Glue Binding (Digital)	90
4	Reference Manual for IUCD Services	Unit : Booklet Size : 1/4 Demy Inner Pages: 192 Cover Pages : 4 Paper (Inner) : 130 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Paper (Cover) : 220 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Printing (Inner) : Both side Multicolour offset printing Printing (Cover) : Multicolour offset printing (Front	7,000

		Cover & Back Cover) Binding : Perfect Glue Binding (Digital)	
5	Manual for FP Indemnity Scheme	Unit : Booklet Size : 1/4 Demy Inner Pages: 56 Cover Pages : 4 Paper (Inner) : 130 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Paper (Cover) : 220 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Printing (Inner) : Both side Multicolour offset printing Printing (Cover) : Multicolour offset printing (Front Cover & Back Cover) Binding : Perfect Glue Binding (Digital)	90
6	Reference Manual for male Sterilization	Unit : Booklet Size : 1/4 Demy Inner Pages: 126 Cover Pages : 4 Paper (Inner) : 130 GSM Art Paper (Matt Finish), Brightness : 80 (Min.) Paper (Cover) : 220 GSM Art Paper (Gloss Finish), Brightness : 80 (Min.) Printing (Inner) : Both side Multicolour offset printing Printing (Cover) : Multicolour offset printing (Front Cover & Back Cover) Binding : Perfect Glue Binding (Digital)	150
7	MPA (Antara) Card	Unit : Card Size : 18" x 9" (Open size before fold) Folding : 3 fold Paper Quality : 170 GSM Art Paper (Mat finish), Brightness : 80 (Min.) Printing : Multicolour printing (Front & Back) Packing : 500 cards (with folding) in one bunch	50,000
8	IUCD Card (New)	Unit : Card Size : 6" x 8.5" Paper: 170 GSM Art Paper (Mat finish) Brightness : 80 (Min.) Printing : Both side Multicolour offset printing Perforation: One Physical Perforation in the middle of the card. Packing : 500 cards in one bunch	2,00,000
9	MPA Register	Unit : Register Size : 14" x 10" (Register closing size) No. of inner pages : 400 (200 sheets) Printing Type (Inner pages) : Single colour, both side printing Paper Quality (Inner Sheets): 90 GSM Maplitho, Brightness : 77 (Minimum) Binding: Hard board (Mill board 26 No.: 2.6 - 3 mm) binding (both cover & back) having side (left side of the register) cotton pasting and thread stitching (in 4 holes) with cover pages pasted and wrapped at all sides (<i>not</i>	500

		<p><i>flash cutting but register binding</i>) of the hard board. The binding shall be with pustin pasting of 90 GSM maplitho paper (Brightness: 77 Min.) at both front & back. Cover Page : 2 cover pages on the front & back [80 GSM Maplitho, Brightness : 77(Minimum), Front cover page with Single sided Black Printing]</p>	
10	IUCD Follow-up Register	<p>Unit : Register Size : 16.5" x 10.5" (Register closing size) No. of inner pages : 300 (150 sheets) Printing Type (Inner pages) : Single colour, both side printing Paper Quality (Inner Sheets): 90 GSM Maplitho, Brightness : 77 (Minimum) Binding: Hard board (Mill board 26 No.: 2.6 - 3 mm) binding (both cover & back) having side (left side of the register) cotton pasting and thread stitching (in 4 holes) with cover pages pasted and wrapped at all sides (<i>not flash cutting but register binding</i>) of the hard board. The binding shall be with pustin pasting of 90 GSM maplitho paper (Brightness: 77 Min.) at both front & back. Cover Page : 2 cover pages on the front & back 80 GSM Maplitho, Brightness : 77(Minimum), Front cover page with Single sided Black Printing]</p>	300
11	IUCD Insertion Register	<p>Unit : Register Size : 16.5" x 10.5" (Register closing size) No. of inner pages : 300 (150 sheets) Printing Type (Inner pages) : Single colour, both side printing Paper Quality (Inner Sheets): 90 GSM Maplitho, Brightness : 77 (Minimum) Binding: Hard board (Mill board 26 No.: 2.6 - 3 mm) binding (both cover & back) having side (left side of the register) cotton pasting and thread stitching (in 3 holes) with cover pages pasted and wrapped at all sides (<i>not flash cutting but register binding</i>) of the hard board. The binding shall be with pustin pasting of 90 GSM maplitho paper (Brightness: 77 Min.) at both front & back. Cover Page : 2 cover pages on the front & back [80 GSM Maplitho, Brightness : 77(Minimum), Front cover page with Single sided Black Printing]</p>	300
12	Oral Pills Register	<p>Unit : Register Size : 14" x 10" (Register closing size) No. of inner pages : 400 Printing Type (Inner pages) : Single colour, both side printing Paper Quality (Inner Sheets): 80 GSM Maplitho, Brightness : 77 (Minimum) Binding: Hard board (Mill board 26 No.: 2.6 - 3 mm) binding (both cover & back) having side (left side of the register) cotton pasting and thread stitching (in 3 holes) with cover pages pasted and wrapped at all sides (<i>not flash cutting but register binding</i>) of the hard board. The binding shall be with pustin pasting of 90 GSM maplitho paper (Brightness: 77 Min.) at both front & back. Cover Page : 2 cover pages on the front & back [80 GSM</p>	500

		Maplitho, Brightness : 77(Minimum), Front cover page with Single sided Black Printing]	
13	Sterilization Case Sheet	Unit : Booklet Size : 21cm x 28 cm Total Pages: 16 Paper : 70 GSM Maplitho, Brightness : 77 (Minimum) Printing : Both side Black offset printing Binding : Side Stitching	2,00,000
14	MEC wheel for Contraceptive Use (Sample may be inspected before quoting)	Unit : Nos. Folder Size: 20cm x 50 cm (Open Size) 19cm x 20cm (Closing Size) Inserter Sizes: 19 cm x 20 cm (Big) 19cm x 20 cm (Small) Folder Page: 1 Sheet: 2 Page Back to Back Inserters - 1 Sheet: 19 cm x18 cm (with Round Shape Di Cutting) 1 Sheet: 19cm x 18 cm (With Round Shape Di Cutting) with one V-Type Cutting for Indication Paper (Folder & Inserter) : 300 GSM Art Paper, Brightness : 80 (Minimum) Printing (Folder) : Multicolour, both side printing Printing (Inserters) : Inserter (Big) : Multicolour, both side printing Inserter (Small) : Multicolour, single side printing Lamination (Folder & Inserters) : Both Side glossy lamination. Folding / Fabrication: Folder with two no. folding and 2 Nos Creasing for die-cut inserters fixing on center point with one eyelite with positioning at center.	350
15	MEC wheel for Client & Counsellor (Sample may be inspected before quoting)	Unit : Nos. Folder Size: 20cm x 50 cm (Open Size) 19cm x 20cm (Closing Size) Inserter Sizes: 19 cm x 20 cm (Big) 19cm x 20 cm (Small) Folder Page: 1 Sheet: 2 Page Back to Back Inserters - 1 Sheet: 19 cm x18 cm (with Round Shape Di Cutting) 1 Sheet: 19cm x 18 cm (With Round Shape Di Cutting) with one V-Type Cutting for Indication Paper (Folder & Inserter) : 300 GSM Art Paper, Brightness : 80 (Minimum) Printing (Folder) : Multicolour, both side printing Printing (Inserters) : Inserter (Big) : Multicolour, single side printing Inserter (Small) : Multicolour, single side printing Lamination (Folder & Inserters) : Both Side glossy lamination. Folding / Fabrication: Folder with two no. folding and 2 Nos Creasing for die-cut inserters fixing on center point with one eyelite with positioning at center.	7,000

16	PEER Kit Set with Bag	<p>Each Peer Kit set shall contain the following six items after printing in a Bag (with Printing on Bag): Sample can be inspected at NHM office before quoting.</p> <p>Note: The bidder should quote for all the items of the Peer Kit Set and quote the unit price of each item in the price schedule. The bidder whose combined total cost based on the calculation [Unit Price (exclusive of tax) x Quantity] of all items becomes lowest, shall be selected as L1 bidder.</p>	16,000 Kits
16A	Peer Educator Diary	<p>Unit : Booklet Size :1/4 crown Pages (Inner) : 194 Pages (Inner IEC) : 8 Pages (Cover) : 4 Paper (Inner) : 80 GSM Maplitho, Brightness : 77 (Min.) Paper (Inner IEC) : 130 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Paper (Cover) : 300 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Printing (Inner) : Both side black offset printing Printing (Inner IEC Page) : Double side multicolour offset printing Printing (Cover) : Multicolour offset printing (Front & back) Lamination : Matt lamination (Front &back) Binding : Perfect Glue Binding (Digital)</p>	16,000
16B	Peer Educator Reference Book (FAQ) (Odia)	<p>Unit : Booklet Size :1/4 Demy Pages (Inner) : 64 Pages (Cover) : 4 Paper (Inner) : 130 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Paper (Cover) : 300 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Printing (Inner) : Both side multicolour offset printing Printing (Cover) : Multicolour offset printing (Front & back) Lamination : Matt lamination (Front &back) Binding : Perfect Glue Binding (Digital)</p>	16,000
16C	Peer Educator Activity Book (Odia)	<p>Unit : Booklet Size :1/4 Demy Pages (Inner) : 96 Pages (Cover) : 4 Paper (Inner) : 130 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Paper (Cover) : 300 GSM Art Paper (Matt finish), Brightness : 80 (Min.) Printing (Inner) : Both side multicolour offset printing Printing (Cover) : Multicolour offset printing (Front & back) Lamination : Matt lamination (Front &back) Binding : Perfect Glue Binding (Digital)</p>	16,000

16D	Kranti & Bhranti Card (Odia)	Unit : Card Set Size (Card) :14.5 X 10.5 cm Paper : 300 GSM Art Paper (Gloss finish) Printing: Multi colour both side offset printing No. of cards in a Set : 30 Printing matter different in each card. Packing : All the 30 cards of a set are to be put in a zipper plastics cover of adequate size to hold all the 30 cards	16,000 Set
16E	Karnti & Bhranti Booklet (Odia)	Unit : Booklet Size : 1/8 th Demy Page : 8 Paper : 300 GSM Art Paper (Gloss Finish), Brightness : 80 (Min.) Printing : Multicolour both side printing Binding : Centre stitching	16,000
16F	Peer Educator Badge	Unit : Badge Shape : Round Material : Metal shell with safety pin metal back Diameter : 2” Colour : Multi colours print with full photographic color at very high resolution digitally imprinted with text & logo.	16,000
16G	Peer Educator Bag with Printing on it (Sample can be inspected at NHM office before quoting)	Unit : Bag Type : Backpack drawstring Material : Polyester waterproof material Colour : Blue / Green Closure : Drawstring Handle : Extendable Strap : Sling back String Length : 42 cm Width : 36 cm Printing on bag : One side printing on the bag (White Colour PVC Gloss Ink)	16,000
17	SNCU Case Sheet Docket folder Set	Each SNCU case sheet docket folder Set shall contain the following eight items :	65,780 Set
17A	SNCU Docket Folder with Pocket	Unit: Nos. Size : 9.6” x 12” (Folding size) Pages : 4 + inside 1 pocket Paper : 350 GSM Art Paper (Gloss Finish), Brightness : 80 (Minimum) Printing : Multi Colour offset printing [(Front & Back of the folder) and on Pocket] Folding & Pasting : One Fold & One Pocket (12 x 24 cm.) pasting to contain 9-10 nos. sheets (The sample can be inspected to know exactly it’s folding and pocket pasting as per requirement)	65,780
17B	Discharge Card	Unit : Nos. Size : 8.5” x 11” (Folding Size) Pages : 4 Paper : 120 GSM Maplitho, Brightness : 77 (Min.) Printing : Both side Multi Colour offset printing Folding : One Fold	65,780
17C	Neonatal Case Record Sheet	Unit : Nos. Size : 8.5” x 11” (Folding Size) Pages : 4 Paper : 120 GSM Maplitho, Brightness : 77 (Min.)	65,780

		Printing : Both side Multi Colour offset printing Folding : One Fold	
17D	Investigation Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 pages back to back Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Bi Colour offset printing	65,780
17E	Treatment Continuation & clinical condition record Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Bi Colour offset printing	1,97,340
17F	Monitoring & Nurses Order Sheet	Unit: Nos. Size : 8.5" x 11" Pages : 2 Pages back to back Paper : 90 GSM Maplitho, Brightness : 77 (Min.) Printing : Bi Colour offset printing	65,780
Each SNCU Case Sheet Docket Folder shall contain the following items : 1) Docket Folder: 1 No. 2) Discharge Card: 1 No. 3) Neonatal Case Record Sheet: 1 No. 4) Investigation Sheet: 1 No. 5) Treatment Continuation & Clinical condition record Sheet: 3 Nos. 6) Monitoring & Nurses Order Sheet: 1 No.			

Note :

*** The samples can be inspected at NHM office, BBSR before submission of tender.**

Details regarding quality testing of papers are mentioned in Clause 19 – Section II.

07. EMD to be submitted:

Sl.	Name of Item (as mentioned in para 06 above)	EMD (Rs.) to be submitted for <u>Local</u> MSEs (DIC Registered firms in Odisha only)	EMD (Rs.) to be submitted for Bidders other than Local MSEs
1	GKS Register	Exempted	1,50,000/-
2	Compendium of Incentive Payment Guidelines (Odia & English)	Exempted	5,000/-
3	Quality Assurance in Manual for Sterilization	Exempted	2,000/-
4	Reference Manual for IUCD Services	Exempted	3,000/-
5	Manual for FP Indemnity Scheme	Exempted	2,000/-
6	Reference Manual for male Sterilization	Exempted	2,000/-
7	MPA (Antara) Card	Exempted	2,000/-
8	IUCD Card (New)	Exempted	5,000/-
9	MPA Register	Exempted	4,000/-

10	IUCD Follow-up Register	Exempted	3,000/-
11	IUCD Insertion Register	Exempted	3,000/-
12	Oral Pills Register	Exempted	4,000/-
13	Sterilization Case Sheet	Exempted	25,000/-
14	MEC wheel for Contraceptive Use	Exempted	2,000/-
15	MEC wheel for Client & Counsellor	Exempted	5,000/-
16	Peer Kit Set (all items)	Exempted	1,50,000/-
17	SNCU Case Sheet Docket folder Set	Exempted	20,000/-

08. Tender Document Cost: Rs.1,120 /- (Non-Refundable) by demand draft.

09. Delivery Time:

Sl.	Item	Delivery Time
1	GKS Register	Within 45 days from the date of receipt of the letter of final proof & printing from Mission Directorate by the successful bidder.
2	Compendium of Incentive Payment Guidelines (Odia & English)	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
3	Quality Assurance in Manual for Sterilization	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
4	Reference Manual for IUCD Services	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
5	Manual for FP Indemnity Scheme	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
6	Reference Manual for male Sterilization	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
7	MPA (Antara) Card	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
8	IUCD Card (New)	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
9	MPA Register	Within 30 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
10	IUCD Follow-up Register	Within 30 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
11	IUCD Insertion Register	Within 30 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.

12	Oral Pills Register	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
13	Sterilization Case Sheet	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
14	MEC wheel for Contraceptive Use	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
15	MEC wheel for Client & Counsellor	Within 21 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
16	Peer Kit Set (all items)	Within 45 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.
17	SNCU Case Sheet Docket folder Set	Within 30 days from the date of receipt of the letter of final proof from Mission Directorate by the successful bidder.

10. Place of Delivery:

This consignment after printing has to be delivered at Mission Directorate, National Health Mission, Government of Odisha, Nayapalli, Unit-8, Bhubaneswar / Any **other centralized location** in **Bhubaneswar** as decided by the Mission Directorate, NHM.

Section - II
TERMS AND CONDITIONS

Terms & Conditions		Documents to be Submitted
1	The organization should be a bonafide registered body	Photo copy of the Registration certificate
2	The organization must have GST registration certificate (with mention of GSTIN) and PAN	Photocopy of GST registration certificate (with mention of GSTIN) and PAN
3	Annual turnover of the bidder must be \geq <u>1 Crore</u> in each year of last three preceding financial years.	Audited Balance Sheet & P&L account of last three preceding financial years.
4	<p>The organization will have to submit an Affidavit (<i>On original Stamp Paper of relevant value</i>) with the following clauses:-</p> <ol style="list-style-type: none"> 1. Our organization has not been blacklisted by any Government Organization. 2. Our organization does not have any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law. 3. The Directorate will have no liability regarding transportation, loading and unloading of material and all the material ordered shall be delivered at the designated place in good condition. The defective or damaged printed material if any will be replaced by the Organization. 4. Our organization agrees to abide by all terms & conditions of tender. 5. We quote our unit price(s) which is exclusive of GST. 	Affidavit
5	Tender must be accompanied by EMD (if the bidder is other than local MSME) as mentioned in <u>Para 07 of Section-I</u> by way of Demand Draft (Must be submitted), drawn on any Nationalized / Scheduled Bank in favour of Mission Director, NHM, Bhubaneswar, Odisha. Tenders (if the tenderer is other than local MSE) if not accompanied by EMD will not be considered. Local MSEs are exempted from submission of EMD. EMD of unsuccessful tenderers will be returned without interest on finalization of the bid. EMDs / Bid Security of successful tenderer will be returned after submission of the Performance Security. The EMD shall be	Demand Draft

	forfeited if the successful tenderer after getting the letter of award withdraws / Express his inability to execute the work.	
6	The tenderer should furnish the copies of the work order executed in similar type of printing works during the last three years.	Photocopies of work orders executed.
7	The head of the organization (bidder) should submit an authorization and specimen signature of their authorized signatory if any.	Authorization regarding specimen signature of authorized signatory.
8	The successful bidder (if other than Local MSE) will have to deposit Performance Security @ 10% of the work order value by way of demand draft drawn on any Nationalized / Scheduled Bank payable at Bhubaneswar in favour of Mission Director, NHM, BBSR, Odisha / Bank Guarantee from any Nationalized / Scheduled Bank at Bhubaneswar. The successful bidder (if Local MSE) will have to deposit 25% of the stipulated Performance Security (i.e. 25% of 10% of the work order value) by way of demand draft drawn on any Nationalized / Scheduled Bank payable at Bhubaneswar in favour of Mission Director, NHM, BBSR, Odisha / Bank Guarantee from any Nationalized / Scheduled Bank at Bhubaneswar. The performance security shall be returned on successful completion of the assignment without interest. The performance security may be forfeited towards compensation for any loss resulting from the successful bidder's failure to fulfill the obligations under the scope of work and terms & conditions of the Purchase Order.	To be submitted at the time of Acceptance of the work order
9	Conditional Tenders (like alternative price offers etc.) are liable to be rejected. In the event of acceptance, Mission Director's decision will be final. The tender, which is not as per our required specifications will not be considered.	
10	A committee selected by the authority may inspect the printing press of the qualified bidder before finalization of financial bid to verify the capacity of printing & other aspects of the offset press & relevant documents.	
11	If the successful bidder/ bidders fails to supply the entire	

	<p>quantity within the stipulated period (as mentioned against each item in Para 07 in Section I), liquidated damage @ of the following % of the relevant contract value, per week of delays after the stipulated time shall be calculated :</p> <p>1% for 1st week, 2% for 2nd week, 4% for 3rd week, 8% for 4th week, 16% for 5th week & 30% for 6th week.</p> <p>Default beyond 6th week shall amount to cancellation of work order/contract. The defaulting firm shall not be allowed to participate in the next tender for any item under NHM. Performance Security deposited by the defaulting firm shall be forfeited.</p>	
12	<p>The Directorate will not make any advance payment to the organization. The organization will have to carry out the entire job on its own.</p> <p>100% payment shall be made after delivery of the full quantity.</p> <p>The payments will be paid only after satisfactory completion of the job, submission of bill in that regard & the quality test report from the testing laboratory.</p>	
13	<p>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 Mission Directorate, NHM. 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 Directorate. The organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.</p>	
14	<p>Bidder must have sound knowledge of latest intellectual and property right. The authority who assigns the work is in no way responsible for any deviation made by the printer in this regard.</p>	
15	<p>The cost towards the testing of paper (as mentioned in clause 19) will be borne by the successful bidder.</p>	

16	The Directorate reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever	
17	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.	
18	Rates quoted against this tender notice shall remain valid up to 12 months after award of contract. No request for increase in rates, if any, will be allowed or entertained during this period.	
19	<p>Printing should be as per Specification. Quality Testing (as per IS) of random samples of the paper / booklet shall be made in the Govt. testing Laboratory & the testing charges has to be borne by the selected printing agency. The tender inviting authority reserves the right to test the paper in more than one Govt. testing laboratory. The GSM of the paper specified in the technical specification should be within the tolerance limit prescribed in the related IS Standard. Any unacceptable deviation from it is liable for rejection / proportion deduction from the amount payable, based on the test report from the Govt. testing laboratory.</p> <p>Quality testing of paper before & after printing (in case of the selected bidder) shall be carried out in two stages as mentioned below :</p> <p>i) Stage I (Before Printing Quality Testing after procurement of Paper by the agency) : The selected bidder shall be asked to submit the agreement paper for signing of contract & the required performance security after which contract shall be signed and work order be issued to the agency with soft copy of the printing material so that the agency shall submit a copy for proof reading. The printing agency shall intimate Mission Directorate after procurement of the entire quantity of paper (within a period of 15 days from the date of notification of award) before printing. Paper</p>	<p>Bidders shall have to quote the prices of the items by taking into account the place of delivery mentioned against each item (mentioned at Para 08-Section I) and the two stage paper testing procedures (as mentioned alongside).</p>

	<p>shall be inspected at the premises of the agency and random samples shall be selected (15 nos. full size paper for each category of paper in a booklet / Register) for testing. 10 nos. paper shall be sent to Govt. Lab for full testing of paper as per BIS & technical specification of the tender and remaining 5 nos. paper shall be retained by the office for comparison purpose if any. In the meantime, the final proof shall be submitted by the agency for approval. After getting the standard quality report from the lab & approval of final proof, the agency shall be intimated for final printing. The delivery time (depending upon the time specified in the tender based on volume of printing) shall be calculated from the date of issue of the letter of approval of final proof & printing.</p> <p>ii) Stage II (After printing quality testing): After delivery of the printing material random sample shall be collected from the lot for GSM testing (as per specification) by Govt. Lab., since only GSM can be tested after printing. The quality of the other parameters may also be verified by comparing it with the 5 nos. paper available with the office, which is collected during the Stage-I.</p> <p>All the testing charges shall be borne by the selected agency.</p>	
20	<p>Jurisdiction: All legal disputes are subject to the jurisdiction of Bhubaneswar courts only.</p>	

FORMATS - Part 1

FORM – T1

(To be submitted in Technical Bid Envelop)

(The documents has to be arranged serially as per the order mentioned below)

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 photocopy of registration certificate of the Firm / Registration certificate issued from DIC in case of DIC registered firm)	
7a	GST registration acknowledgement (Photocopy of GST registration)	
7b	GSTIN (GST identification number)	
8	PAN (Photocopy of PAN)	
9	Annual turnover certificate duly signed by Chattered Accountant submitted for last 3 years (Turnover must be \geq 1 Crore in each year of last three preceding years)	
10	Draft number & date of tender document Cost (Non-Refundable) of Rs.1,120/-	
11	Draft number and date of the EMD [Pl. refer to the Clause 07 of Section – I related to submission of EMD]	
12	Affidavit of declaration (<i>On Original Stamp Paper</i>) as per Clause 4 of the terms & condition	
13	Whether all documents submitted signed by the authorized signatory of the organization (Yes/ No)	

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 my /our knowledge. I / we understand that in case of any deviation/forged information in the above statement at any stage, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place
Date

Seal

FORM T2

(To be furnished in the Technical Bid Envelop)

DETAILS OF PRINTING EQUIPMENT & MACHINERIES AVAILABLE WITH THE FIRM

Sl.	Name of the printing equipment/machinery	Make/Features	Qty

Authorized Signatory [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

(Company Seal)

FORM T3

(To be furnished in Technical Bid)

PAST EXPERIENCE IN EXECUTING MAJOR PRINTING WORKS

Name of Assignment *	Name/address of the Organization for which similar printing works have been executed	Date of award of Assignment	Date of completion of assignment	Value of the Work order (Rs.)

* Note : Please furnish the **Work order copies** of the works executed in support of the information mentioned above.

Authorized Signatory [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

(Company Seal)

TENDER FORM Part -2
FORM - P
(To be submitted in Financial Bid envelop)

I. PRICE

Sl. No	Name of the Item	* QUOTED RATE (Rs.) (PER UNIT) (Exclusive of GST)	% of GST applicable on & above the price mentioned in column 'c'	HSN code (4 digit code) of the % of GST mentioned in column 'd'
a	b	c	d	E
1	GKS Register	(Rate to be quoted per Register)		
2a	Compendium of Incentive Payment Guidelines (Odia)	(Rate to be quoted per Booklet)		
2b	Compendium of Incentive Payment Guidelines (English)	(Rate to be quoted per Booklet)		
3	Quality Assurance in Manual for Sterilization	(Rate to be quoted per Booklet)		
4	Reference Manual for IUCD Services	(Rate to be quoted per Booklet)		
5	Manual for FP Indemnity Scheme	(Rate to be quoted per Booklet)		
6	Reference Manual for male Sterilization	(Rate to be quoted per Booklet)		
7	MPA (Antara) Card	(Rate to be quoted per Card)		
8	IUCD Card (New)	(Rate to be quoted per Card)		
9	MPA Register	(Rate to be quoted per Register)		
10	IUCD Follow-up Register	(Rate to be quoted per Register)		
11	IUCD Insertion Register	(Rate to be quoted per Register)		
12	Oral Pills Register	(Rate to be quoted per Register)		
13	Sterilization Case Sheet	(Rate to be quoted per Booklet)		
14	MEC wheel for Contraceptive Use (Sample may be inspected before quoting)	(Rate to be quoted per No)		
15	MEC wheel for Client & Counsellor (Sample may be inspected before quoting)	(Rate to be quoted per No)		
16. Peer Educator Kit (The bidder has to quote for all items as mentioned below)				
16A	Peer Educator Diary	(Rate to be quoted per Booklet)		

16B	Peer Educator Reference Book (FAQ) (Odia)	(Rate to be quoted per Booklet)		
16C	Peer Educator Activity Book (Odia)	(Rate to be quoted per Booklet)		
16D	Kranti & Bhranti Card (Odia)	(Rate to be quoted per Card Set)		
16E	Karnti & Bhranti Booklet (Odia)	(Rate to be quoted per Booklet)		
16F	Peer Educator Badge	(Rate to be quoted per Badge)		
16G	Peer Educator Bag with Printing on it	(Rate to be quoted per Bag)		
17	SNCU Case Sheet docket folder Set (with all items as mentioned in the schedule of requirement)	(Rate to be quoted per Set)		

***Note: Only one price has to be quoted against each item. Alternative pricing against one item is not allowed. The prices should be quoted by taking into account the place of delivery mentioned against the item (mentioned at Para 10- Section I) and the two stage paper testing procedures (as mentioned at clause – 19 of Section – II).**

(Rates per Unit quoted should be **inclusive of** cost of paper, pages design, proof reading, DTP, printing, binding as per specifications; paper testing charges, transportation to the consignee place (as mentioned in **Para 08** in Section–I) & **exclusive of** GST if any as applicable (The % of GST if any **must be** mentioned in the separate column mentioned above)

Evaluation shall be made on the Price per Unit (Exclusive of GST). In case of different % of GST for the relevant item (s) quoted by bidders, the correct % of GST shall be applicable.

(Signature of the authorized signatory)

Place:

Date:

Seal