



Government of West Bengal
Office of the MSVP, Malda Medical College & Hospital
PS- English Bazar, Malda - 732101
E_mail: msvpmlmch@gmail.com

Memo No- 6137/MLDMCH

- Dated, Malda, the 13/10/2022

NOTICE INVITING QUOTATION (N.I.T)

Sealed Quotation is invited for supply of essential printing articles for the office of the MSVP, MMC&H, Malda.

2. General Information about the Quotation:

- (j) Office of Issue : Office of the MSVP, MMC&H, Malda.
(k) Place of Opening the Quotation : Office of the MSVP, MMC&H, Malda.
(l) Address for communication : Same as above (a)

Terms & Conditions of The Quotation:-

Date of submission of Quotation:- 14/10/2022 during office hours to 21/10/2022 till 1 pm. Quotation will be opened on 21/10/2022 at 1 pm at the office of the undersigned.

a. Technical Bid :

b. Minimum Eligibility
Criteria :

1. Trade license up to date.
2. GST.
3. P. Tax certificate & Paid Challan up to date.
4. PAN Card.
5. Income Tax Return of last three (3) years.
6. Credential Certificate of similar experience from any reputed organization at least 3 years.

C. Financial Bid :

- a. Rates should be quoted neatly typed in figures per unit with delivery & all charges including GST. Any deviation of Proforma will be treated as cancelled.
- b. Validity of **Quotation** : - one year from the date of award of **Quotation** in case of no abnormal price fluctuations. The procurement will be made in phased manner or at a time as per requirement during validity.
- c. The **Quotation** Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.
- d. Items to be supplied must confirm to the specification as described in the notice. If any deviation found, the department reserves the right to reject the materials at its sole discretion.
- e. Payment shall be made after receiving the goods in good condition and with requisition quality.
- f. Printing must be from CTP/CTCP/CTP violet plate through offset machine. No polymer plate allowed for Durability of printing.
- g. All papers should have ISI marked of reputed manufacturer. Authority may be asked for before payment the supporting purchase Documents from purchaser in respect of ISI marked paper.
- h. Paper preferably ANDHRA/JK/BALLARPUR PAPER MILLS or its equivalent manufacture. No substandard paper will be allowed for such type printing. GSM of paper will be tested
- i. Bidders may see in the website <https://www.malda.gov.in> & www.wbhealth.gov.in any subsequent notice regarding this tender shall be uploaded on the website only.
- j. Intending bidder must submit bid in two separate envelope for Technical & Financial bid.
- k. Only qualified technical bid will be considered for opening of financial bid.
- l. For any query the interested bidders may contact the office of the undersigned on all working days from 11:00 a.m. to 4:00 p.m.
- m. Sample of the matter is available in the office of the undersigned on all working days from 11 am to 4 pm.

Essential printing articles:-

Sl No.	Item Name	Quantity Required
1	MEDICINE SLIP FOR INDOOR : 1 Leafs / singlecolour both sided Print/65 GSM, Size : 22 cm X 14 cm	100 Pad
2	TREATMENT SHEET : 1 Leafs / singlecolour single sided Print/65 GSM, Size : A4, (100 Page/ pad)	400 Pad
3	PATHOLOGY FORM FOR HEMATOLOGY : 1 Leafs / singlecolour single sided Print/65 GSM, Size : 27cm x 14cm (100 Page/ pad)	200 Pad
4	BIOCHEMISTRY FORM: 1 Leafs / singlecolour single sided Print/65 GSM, Size : A4 Paper, (100 page / pad).	300 pad
5	TRIPLET BOOK (FOR XRAY,MRI,CT SCAN): Triplicate copy. 1 Leafs / Multicolour single sided Print/65 GSM, Size : 22cm X 13cm, (150 page / pad).Serial No. required.	200 pad
6	IGM ELISA TEST FOR SCRUB TYPHUS FORM : 1 Leafs / singlecolour single sided Print/65 GSM, Size : A4 (100 page / pad).	100 pad
7	JOINT APPLICATION FORMAET : 1 Leafs / singlecolour Single sided Print/70 GSM, Size : A4 Paper, (100 page / pad).	10 pad
8	LEAVE REGISTER FOR NS OFFICE:Page 300, both side print/85 GSM Paper , Size 40cm x 28cm	05 Register
9	CONSENT FORM FOR CCU: : 1 Leafs / singlecolour both sided Print/65 GSM, Size : A4 Paper, (100 page / pad).	20 Pad

If the last day for receiving quotation is declared a holiday, the next working day at the same time will be the last date & time for the receipt of quotation.

Memo No- **6137/MLDMCH/100**
Copy Forwarded to :-

1. The D.H.S, West Bengal, Swasthya Bhvan, Saltlake City, Kol-91.
2. The District Magistrate, Malda
3. The Principal, MMC, Malda
4. The ADM(G), Malda.
5. The Additional Medical Superintendent, MMC&H, Malda.
6. The Accounts Officer, MMC&H, Malda.
7. All Assistant Superintendent (NM), MMC&H, Malda
8. The DIO NIC. with request to upload the same in the district website.
9. The In-Charge, IT Cell, Department of Health & Family Welfare, Swasthya Bhawan, GN- 29, Sector-V, Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
10. Guard file.

P.M. 13.10.2022
MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL, MALDA
Dated, Malda, the 13/10/2022

P.M. 13.10.2022
MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL, MALDA

(QUOTATION APPLICATION FORM)

To
The M.S.V.P
MMC&H,
Malda

Sub:- Submission or rate your invited Memo No-

Sir, As per your invited Memo No- _____ Dated- _____ we are
submitting our best possible rate.
Essential _____ printing _____ articles _____

Sl No	Item Name	Unit	Rate should be quoted including all charges
1	MEDICINE SLIP FOR INDOOR : 1 Leafs / singlecolour both sided Print/65 GSM, Size : 22 cm X 14 cm	Per Pad	Rs
2	TREATMENT SHEET : 1 Leafs / singlecolour single sided Print/65 GSM, Size : A4, (100 Page/ pad)	Per Pad	Rs
3	PATHOLOGY FORM FOR HEMATOLOGY : 1 Leafs / singlecolour single sided Print/65 GSM, Size : 27cm x 14cm (100 Page/ pad)	Per Pad	Rs
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Thanking You

Respectfully