

# Government of West Bengal

Office of The Chief Medical Officer of Health  
District Health & Family Welfare Samity  
Purba Bardhaman.

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Phone & Fax: 0342-2567285

Memo No- Dy. CMOH-II/ 1084

Dated- 31 /01/2018

## **NOTICE INVITING TENDER** **NIT- 21 of 2017-18 Printing OPD and BHT Ticket.**

Inviting tender From Govt. /Non Govt. agency for *Rate contracting* for "**Printing OPD and BHT Ticket**" in Purba Bardhaman District.

### **Project Description:-**

As per the order vide memo No: HF/O/TDE/149/5S-45/2005 dated 15.02.2017, a) Bed Head Ticket and b) Computerized OPD Ticket will be purchased as per the specification mentioned bellow.

### **Work Description:-**

Job No	Sl. no	Items to be printed	Number of items required for The Year 2017-18 (in Nos.)	Per unit Cost (Rs)	Total Estimated Amount of Work.(in Rs.)	Remarks
1	1	Bed Head Ticket (Annexure-1)	100000	2.00	Rs. 200000.00	500 no of BHT per box
	2	Computerized OPD Ticket Maintenance (Annexure-2)	200000	1.00	Rs. 200000.00	2000 no of OPD Ticket per box
	<b>Total:</b>					<b>RS. 4,00,000.00</b>
	<b>Earnest Money Deposit</b>					<b>Rs. 8,000.00</b>

### **Minimum Eligibility Criteria /Submission Required:**

The intending bidder should meet the following criteria:

- ❖ A minimum average annual turnover of Rs. 10,00,000 (Ten) Lakh in the last three consecutive financial years.
- ❖ Balance sheet and P/L Account for the last three year (FY-2016-17, FY-2015-16, FY-2014-15).
- ❖ PAN card no.
- ❖ Income Tax Return for Assessment for last three consecutive Assessment years (AY-2017-18, AY-2016-17, AY-2015-16) (Mere C.A. Certificate will not be sufficient).
- ❖ **Methodology for submission of EMD** [as per order no- 3975-F(Y) Dated-28/07/2016 of Finance Dept , Govt of W.B.] For all bidders required to submit the requisite EMD using the online payment mode .Accordingly, the net banking option shall have to be availed with any of the Banks listed in the ICICI Bank payment gateway & the option of RTGS / NEFT through Bank A/C in any Bank have to procure with the payment gateway of ICICI Bank by the e-procurement portal through web services. As a prequalification documents, the EMD amount paid by the bidder will get credited to the respective pooling A/C maintained by the Focal point Branch of ICICI Bank.
- ❖ **Refund / settlement process of EMD** [as per order no- 3975-F(Y) Dated-28/07/2016 of Finance Dept , Govt of W.B.]**Non Statutory Cover Containing.**
- ❖ After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-procurement portal of the State Government, the tender inviting authority will process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which

they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bids is uploaded to the e-procurement portal by the tender inviting authority.

- ❖ Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process successful.
- ❖ If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract(AOC) to the L1 bidder is uploaded to the e-procurement portal by the tender inviting authority.
- ❖ GST- Registration Certificate.
- ❖ Up to date Trade License.
- ❖ The Bidder shall provide an undertaking in form Affidavit (Given Below Annex-A) in Non-Judicial Stamp Paper that the proprietor/ Promoter/ Director of the firm, its Employee, Partner or representative are not convicted by the court of law for offence involving moral turpitude in relation to business dealing such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation evasion or habitual delay in payment of taxes etc. the firm does not employ a Govt. Servant, who has been dismissed or removed on account of corruption. The firm has not been debarred, blacklisted by any Govt. Ministry/ dept. / Local Self Govt./ PSU etc, in the last two years from the schedule date of Opening of this Tender.
- ❖ Bidders will be required to deposit **Rs. 8,000/- (Eight thousand only)** (Refundable) as EMD through online portal of wbtender.gov.in **(as per financial order No- 3975-F(Y) Dated- 28<sup>th</sup> July 2016).**
- ❖ EMD exemption may be allowed in terms of **G.O no 4245-(F) dated 28.05.2013.**

➤ Technical Proposal.

**Statutory Cover Containing.**

1. NIT, Special Terms and Condition, all Corrigendum & Addendum. (Properly downloaded & upload the same Digitally Signed)

**Non Statutory Cover Containing.**

1. Registration certificate under company act. (If any)
2. Registered deed of partnership Firm/ Article of the Association & Memorandum (If any)
3. Power of attorney (for partnership firm / private Limited company) if any.
4. Professional Tax (P Tax) deposited receipt challan for the Last Financial year, Pan Card, IT return Last Three Assessment Year (AY- 2017-18, AY-2016-17, AY-2015-16), GST Registration Certificate.
5. Up to date Trade License.

**Evaluation of Technical Bid:** The Minimum Eligibility Criteria for being technically qualified is as follows -  
**Tender conditions**

- a) A Pre-bid meeting will be held on 07/02/2018 with the intending bidders at 12 Noon at the Office Chamber of CMOH, Purba Bardhaman where in the approved sample of Paper and Sample of Printing will be displayed.
- b) The Selected Bidder need to submit a copy of finished product as sample before formal agreement. After receiving the product from the successful bidder the sample of the received product may be sent for technical specification to the testing lab, if required.

The technical specification is as below:-

**Specification of Work:**

Sl. no	Items to be printed	Specification
1	Bed Head Ticket	4 sheet each set 12"X10" pre printing computerized back to back single color (blue text), 80- GSM, Dot matrix Compatible.
2	OPD Ticket	1 sheet each set 12"X10" pre printing computerized back to back single color (blue text), 80- GSM, Dot matrix Compatible.

- c) The technical bid will be opened after 12:00 Noon, **15/02/2018**.
- d) After receiving the items, some selected items may be sent for technical specification to the testing lab if required.
- g) It will be the sole responsibility of the agency to supply the "**Printing OPD and BHT Ticket**" to concerned District Head Quarter at their own cost.
- l) All the "**Printing OPD and BHT Ticket**" is to be made available by the selected agencies to the District Health and Family Welfare Samity within 15 days of the working order. Penalty will be levied for delayed supply (0.5% per day of bill amount of delayed supply), which shall be deducted from their bill. In case, the company is found to be habitual defaulter (5 orders) of delay supply or not supplying the full quantity in time, the balance amount of performance security shall be forfeited.
- m) Torn, Mutilated, Damaged shall not be accounted for the purpose of supply and no charges will be paid for its replacement etc. Replacement within 15 days with no extra cost is the responsibility of agency.
- n) DH&FWS reserves the right to have the consignment inspected at any point to ensure the quality of the product.
- o) **The rate contract will be applicable for one year from the date of award of the contract.** The LI Agency will be finalized by the Tender Committee of CMOH , Purba Bardhaman.

**Date of time Schedule of Tender:**

Sl. No.	Particulars	Date & Time
1	<b>Date of Publishing N.I.T &amp; Other documents online</b>	<b>01/02/2018 at 5:00 pm.</b>
2	<b>Online document download start date</b>	<b>01/02/2018 at 5:00 pm.</b>
3	<b>Online document download end date</b>	<b>15/02/2018 at 1:00 pm.</b>
4	<b>Online bid submission start date</b>	<b>01/02/2018 at 6:00 pm.</b>
5	<b>Pre bid Meeting &amp; checking Sample from the Bidder to be held at Office of the CMOH, Purba Bardhaman.</b>	<b>07/02/2018 at 12.00 noon at Office chamber of CMOH Purba Bardhaman.</b>
7	<b>Online bid submission closing date</b>	<b>15/02/2018 at 1:00 pm.</b>
8	<b>Online Bid opening date for technical proposals</b>	<b>19/02/2018 at 10.00 noon</b>
11	<b>Date of online opening of financial proposals.</b>	<b>To be notified later</b>

**Opening of Tenders:-**

The Technical Bid will be opened after 12 noon 18/02/2018. Technical evaluation will be done in the presence of Agency or their authorized representative who desire to be present, and would thereafter be evaluated by the committee on basis of the technically qualified tenders the date of evaluation will be notified later. The date of opening of the financial bid will be notified later.

The decision of the Tender Committee of CMOH , Purba Bardhaman shall be final, and no enquiries, or application for review, shall be entertained. Tender Committee of CMOH , Purba Bardhaman reserves the right to cancel or reject all or any tenders without assigning any reason.

For any Query, please contact Mobile No. — 0342-2665192 (During 11:00 am to 4:00 pm except Sunday Saturday and Holyday).

**Chief Medical Officer of The Health  
Purba Bardhaman.**

**Memo No- Dy. CMOH-II/1084/1(11)  
Copy Forwarded For Information:-**

**Dated- 31 /01/2018**

1. The Sabhadipati, Purba Bardhaman.
2. The District Magistrate, Purba Bardhaman.
3. The Additional District Magistrate (Health), Purba Bardhaman.
4. Deputy Chief Medical Officer of Health – I/II/ III, Purba Bardhaman,
5. Accounts Officer, Office of the Chief Medical Officer of Health, Purba Bardhaman.
6. Assistant Chief Medical Officer of Health, All, Purba Bardhaman.
7. Block Medical Officer of Health, All, Purba Bardhaman.
8. Notice Board to the Office of The Chief Medical Officer of Health, Purba Bardhaman.
9. The reference section of this establishment.
10. The NIC Co-ordinator office of the District Magistrate, Purba Bardhaman for WEB-POSTING on the DM Website.
11. The Co-ordinator (IT. Cell); Swasthya Bhawan, Sec.-V, Salt Lake City, Kolkata-91, for WEB-POSTING on the Departmental website- [www.wbhealth.gov.in](http://www.wbhealth.gov.in)

**Chief Medical Officer of The Health  
Purba Bardhaman.**

## **Annex-A**

### DECLARATION BY THE AGENCY.

I/We have inspected the site of the work and have made me/us fully acquainted with the local conditions and around the site of the of works. I/We shall be bound by conditions laid down in the Notice Inviting Tenders, special terms and conditions and specifications, specified scheduled and also the I.S.I Code of practice. I/We shall also uniformly maintain such progress with the work , as may be directed by the Engineer-In-Charge of the work to ensure completion of the same within the stipulated date.

Also that the proprietor/ Promoter/ Director of the firm, its Employee, Partner or representative are not convicted by the court of law for offence involving moral turpitude in relation to business dealing such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation evasion or habitual delay in payment of taxes etc. the firm does not employ a Govt. Servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any Govt. Ministry/ depts. / local Self Govt./ PSU etc, in the last two years from the schedule date of Opening of this Tender and the document submitted in this tender are authenticated.

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Signature of Tenderer