



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

Memo No- 533 /MLDMCH

Dated, Malda, the 25/02/2022

NOTICE INVITING TENDER (N.I.T)

Sealed Tender is invited for Supply essential printing articles are urgently of the office of the MSVP, MMC&H, Malda.

2. General Information about the Tender:

- (a) Office of Issue : Office of the MSVP, MMC&H, Malda.
(b) Place of Opening the Tender : Office of the MSVP, MMC&H, Malda.
(c) Address for communication : Same as above (a)

Terms & Conditions of The Tender:-

Date of submission of Tender:-28/02/2022 during office hours to 07/02/2022 till 3pm. Tender will be opened on 07/02/2022 at 3 pm at the office of the undersigned.

1) Technical Bid :

(i) Minimum Eligibility Criteria :

- a. Trade license up to date.
- b. GST.
- c. P. Tax certificate & Paid Challan up to date.
- d. PAN Card.
- e. Income Tax Return of last three (3) years.
- f. Credential Certificate of similar experience from any reputed organization at least 3 years.

2) Financial Bid :

- 1) 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.
- 2) Validity of Tender: - one year from the date of award of tender in case of no abnormal price fluctuations. The procurement will be made in phased manner or at a time as per requirement during validity.
- 3) The Tender Committee has reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.
- 4) Items to be supplied must confirm to the specification as shown above. If any deviation found, the department reserves the right to reject the materials at its sole discretion.
- 5) Payment shall be made after receiving the goods in good condition and with requisition quality.
- 6) Printing must be from CTP/CTCP/CTP violet plate through offset machine. No polymer plate allowed for Durability of printing.
- 7) 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.
- 8) 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
- 9) Bidders may be 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.
- 10) Earnest money of Rs.10000/-(ten thousand) only in the form of Bank Draft payable at Malda drawn in favour of the **MSVP, Malda MMC&H**, should be enclosed with tender which will be released after completion of tender process.
- 11) Intending bidder must submit bid in two separate envelope for Technical & Financial bid.
- 12) Only qualified technical bid will be considered for opening of financial bid.
- 13) 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.

Cost of the specified essential printing articles as an when required office of the undersigned

Essential printing articles:-

SI No.	Item Name	Unit
1	PATIENT FOLLOW UP SHEET: 1 Leaf/Single colour single sided print/65 GSM, Size A4 Paper, 100 page per pad	50 Pads
2	MEDICINE SLIP FOR INDOOR : 1 Leaf/Single colour single sided print/65 GSM, Size 22 Cm X 14 cm. 100 Pages per pad.	1000 Pads
3	SNCU IDENTIFICATION FORM: 1 Leaf/Single colour single sided print/65 GSM, Size 13 CM x 10 cm , 100 page per pad	50 Pads
4	PMSMA requisition form (A,B,C): 1 Leaf/Single colour single sided print/65 GSM, Size A4 Paper, 100 page per pad	150 Pads
5	BLOOD SAMPLE COLLECTION BINDING REGISTER FOR DEPT. OF PATH. 1 Leaf/Single colour single sided print/75 GSM, Size 35 cm X 22 cm, 500 page per register.	12 Register
6	CROSS MATCHING SLIP FOR BLOOD BANK. 1 Leaf/Multicolour both sided print/65 GSM, Size 21 cm X 17 cm, 100 page per pad	300 Pads
7	MAIN STOCK BINDING REGISTER FOR OPD PHARMACY . 1 Leaf/Single colour both sided print/75 GSM, Size 38 cm X 25 cm , 500 page per register.	5 Register.
8	MAIN STOCK BINDING REGISTER FOR EQUIPMENT ITEM. 1 Leaf/Single colour both sided print/75 GSM, Size 38 cm X 25 cm . 500 page per register	6 register
9	MAIN STOCK BINDING REGISTER FOR OHC ITEM 1 Leaf/Single colour both sided print/75 GSM, Size 38 cm X 25 cm, 500 page per register.	3 register.
10	MAIN STOCK BINDING REGISTER FOR CONTINGENCY ITEM 1 Leaf/Single colour both sided print/75 GSM, Size 38 cm X 25 cm, 500 page per register.	3 Register
11	JSSK BOOK FOR INVESTIGATION 1 Leaf/Multi colour single sided print/65 GSM, Size 20 cm X 12 cm, 100 page per pads.	20 Pads
12	JSSK BOOK FOR MEDICINE 1 Leaf/Multi colour single sided print/65 GSM, Size 20 cm X 12 cm, 100 page per pads.	20 Pads
13	PRADHANMANTRI SURAKSHIT MATRITA ABHIYAN FORM A,B,C. 1 Leaf/Single colour single sided print/65 GSM, Size 20 cm X 15 cm, 100 page per pads.	15 Pads
14	MONTHLY REPORTING REGISTER FOR SNCU WARD . 1 Leaf/Single colour both sided print/75 GSM, Size 35 cm X 22 cm, 500 page per register.	15 Register

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-533 /MLDMCH /1 (10)
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 Dy. Superintendent, MMC&H, Malda.
- 6) The Accounts Officer, MMC&H, Malda.
- 7) The All Assisatn 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.

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL MALDA
MEDICAL COLLEGE & HOSPITAL, MALDA

Dated, Malda, the 25/02/2022

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL, MALDA