

Bid Documents Including Terms and  
conditions For Tender for Printing of L1,  
L2, & L3 obstetric case summary sheet &  
labour room register in the District of  
Malda.

For the year 2019-20

Department of Health and Family Welfare  
Government of West Bengal  
Secretary D.H & F.W.S, Malda and  
Chief Medical Officer of Health  
Malda

Pin-732102, Email :- [cmohmld.dpmu@gmail.com](mailto:cmohmld.dpmu@gmail.com)  
Phone No-03512-236457

**Government of West Bengal**  
**Secretary D.H & F.W.S, and Chief Medical Officer of Health**  
**Malda**

**Section I : NOTICE INVITING TENDER (NIT)**

Memo No. 928

Dated : 31/05/2019

Tender is invited for supply of Printing items of L1, L2, & L3 obstetric case summary sheet & labour room register in the Malda district, vide Memo No-HFW-35099/108/2019-SFWB SEC(DHS)/IEC/63 dated- 25/04/2019 of the Programme Officer, NHM & Dy. Sec. to the Govt. of West Bengal.

**General Information about the Tender :**

- (a) Office of Issue : Chief Medical Officer of Health & District Health & Family Welfare Samity, Malda, Jhaljhalia, Pin-732102.
- (b) Place of Opening the Tender : Chief Medical Officer of Health, Jhaljhalia, Malda, Pin-732102
- (c) Address for communication : Same as above (a)

**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.**

**1. Date and Time Schedule of Tender :**

Sl. No.	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents	03/06/2019, 10 am
2	Bid documents purchase start date	03/06/2019, 10 am
3	Bid documents purchase Last date	14/06/2019, 5 pm
4	Bid documents submission start date	03/06/2019, 10 am
5	Bid documents submission last date	17/06/2019, 3 pm
6	Bid opening date for Technical Proposals	17/06/2019, 4 pm
7	Date of opening of Financial Proposal	To be notified latter

**Tender should be submitted along with the following documents.**

1. Trade license up to date, 3.PAN Card, 4. GST & up to date return, 5. Income Tax (last 3 years) 6. P.Tax clearance certificate up to date, 7.Credential. 8.Audit Report (last 3 Years).

**Terms & Conditions**

- 1) Rate of the item should be quoted as per pro forma and should not exceed the prevailing market Rate (MRP).
- 2) Articles have to be supplied to Dy. CMOH-III. Office, Medical College campus, Malda within 15 days from the date of issue of order at their own cost by the approved vender & No transport and other charges will be allowed.
- 3) Earnest money of Rs.5000/-(five thousand) only in the form of Bank Draft payable at Malda drawn in favour of the **District Health & Family Welfare Samity, Malda**, should be enclosed with tender which will be released after completion of tender process.
- 4) Three copies of both challan & Bill should be submitted and one extra copy of each "marked Not for bill" to be submitted at the time of supply.
- 5) Cost of Tender forms for above article is Rs.100/- (rupees one hundred) only the amount to be deposited by Bank Draft at Malda drawn in favour of the **District Health & Family Welfare Samity, Malda** (deposit the said amount will not be refunded)
- 6) All Tender forms will be available from the O/o the CMOH Office, Jhaljhalia, Malda from 10-30 Am to 5 Pm. In all working days with effect from 03-06-2019 to 14-06-19.
- 7) Intending bidder may submit bid against each item in two separate envelope for Technical &

Financial bid.

- 8) Only qualified technical bid, will be considered for opening of financial bid.
- 9) For detailed query, if any, intending bidders are requested to contact with CMOH office on any working day at any time during office hours.
- 10) Bidders may see in the websites <https://www.malda.gov.in> & [www.wbhealth.gov.in](http://www.wbhealth.gov.in) Bid documents will be procured from CMOH office, Malda. **Any subsequent notice regarding this tender shall be uploaded on the website only.**
- 11) In the event of any of the above mentioned dates being declared as a holiday for the Secretary & CMOH, the tenders will be opened on the next working day at the appointed time.
- 12) Tender will be in two parts- i) Technical & ii) Financial. Only qualified technical bid will be considered for opening of financial bid.

**Specification of supply of the items as per Part -A (Annexure -I)**

**PART-A : ANNEXTURE -I**

**TECHNICAL SPECIFICATION AND APPROXIMATE REQUIRMENT OF THE ITEMS**

Sl. No.	Name of the Articles	Specification	Remarks
1	L1 Facility	Size-8.25"x11.25", No. of leaf(pages)-6(12), Text paper-90 GSM Maplitho paper, All through 4 colour printing, Fabrication- Centre stitch binding & perforation on last page	
2	L2 Facility	Size-8.25"x11.25", No. of leaf(pages)-8(16), Text paper-90 GSM Maplitho paper, All through 4 colour printing, Fabrication- Centre stitch binding & perforation on last page	
3	L3 Facility	Size-8.25"x11.25", No. of leaf(pages)-12(24), Text paper-90 GSM Maplitho paper, All through 4 colour printing, Fabrication- Centre stitch binding & perforation on last page	
4	Labour Room Register (250 Pages)	Size-8.25"x11.25", No. of leaf(pages)-125(250), Text paper-90 GSM Conquest paper(ISI mark), All through 1 colour printing, Fabrication- Leather rexin binding with 32 ounce board.	
5	Labour Room Register (100 Pages)	Size-8.25"x11.25", No. of leaf(pages)-6(12), Text paper-90 GSM Conquest paper(ISI mark), All through 1 colour printing, Fabrication- Leather rexin binding with 32 ounce board.	

The sample of the matter is available in the office of the undersigned an all working days from 11 am to 4 pm.

Sealed Tender will be opened on 17/06/2019 at 4 pm at the office of the undersigned. The selection committee members & Bidders are hereby requested to be present at 4 pm at the office of the undersigned.

Memo No. 928/1(16)  
Copy to:-

Dated, Malda the 31.05. 2019

- 1) The D.H.S West Bengal, Swasthya Bhvan, Kol-91.
- 2) The Savadipati, Malda Zilla Parishad, Malda for information.
- 3) The District Magistrate, Malda for information.
- 4) The ADM(G), Malda for information.
- 5) The District information & Cultural officer, Malda.
- 6) The D.I.O.N.I.C Malda for uploading in notice Website Malda,(www.malda.gov.in)
- 7-14) The Dy. CMOH-I, II, III, DTO, DMCHO, ZLO, ACMOH(M/A), ACMOH(Sadar), Malda for information and N/A.
- 15) The Accounts Officer, CMOH office, Malda.
- 16) Notice Board of this office & Dy. CMOH-II office. Malda.

SECRETARY, DH & FW SAMITI & C.M.O.H  
MALDA