

Bid Documents Including Terms and  
conditions For Tender for Printing of  
ASHA FORM-6 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. 1459

Dated : 20/08/2019

Tender is invited for supply of Printing items of ASHA Formt-6 for the year 2019-20. Tender has been called for Printing of ASHA Formt-6 in this district.

**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	20/08/2019, 10 am
2	Bid documents purchase start date	20/08/2019, 10 am
3	Bid documents purchase Last date	29/08/2019, 5 pm
4	Bid documents submission start date	20/08/2019, 10 am
5	Bid documents submission last date	30/08/2019, 3 pm
6	Bid opening date for Technical Proposals	30/08/2019, 5 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, 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.2000/-(two 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 20-08-2019 10 Am to 5 Pm. In all working days with effect from 20-08-2019 to 29-08-19.
- 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.
- 13) Successful bidder shall deposit security money @ 8% of total annual value of supplied item/items.

**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	Particulars of Articles	Binding /packing	Annual Requirement
1	ASHA Formt-6	Register containing 45 leafs (text) size-8.5" x 13.5" light pink 70 GSM Maplitho (ISI mark) for text portion / both sided print (3 leafs x 15 sets), print in blue ink cover : 220 GSM art board with ASHA logo, lamination & side stitch multicolour print (section sewing)	Legal size	Laminated cover page of 220 GSM Art Board	8000(Approx)

The sample of the matter is available in the office of the undersigned an all working days from 10 am to 4 pm.

Sealed Tender will be opened on 30/08/2019 at 5 pm at the office of the undersigned. The selection committee members & Bidders are hereby requested to be present at 5 pm at the office of the undersigned.

Memo No. *1459/1(15)*  
Copy to:-

Dated, Malda the *20.08.2019*

- 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](http://www.malda.gov.in))
- 7-14) The Dy. CMOH-I, II, III, DTO, DMCHO, ZLO, ACOH(M/A), ACOH(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.

*Anwar*  
*20/8/19*  
SECRETARY, DH & FW SAMITI & C.M.O.H  
MALDA