

Terms & Conditions

1. Sealed Quotations are invited from interested/ reputed firms/ agencies having adequate experience in all types of printing i.e. poster, leaflet, flex, erection of hoardings & branding works. The firm/ agency should have valid DIC Registration No, PAN No, AADHAR No, GST registration no and Service Tax No etc. as detailed mentioned in technical bid of Tender Form (part-1). Photo copy of all documents should be submitted along with bid documents.
2. Those agencies who had applied earlier in response to our previous advertisement no: 07/ 2018 dt.6.10.18 need not required to submit technical bid along with demand draft for tender paper cost and EMD. They are required to submit the finance bid only. New bidders are required to submit all bid documents both technical & financial along with demand drafts for (EMD & Tender Paper Cost).
3. The tender document should reach in prescribed format to the office of “**Chief District Medical & Public Health Officer, Bargarh, At /Po. Bargarh Dist-Bargarh, PIN-768028**” only through Speed Post / Regd. Post / courier on or before **dt.03.12.18 till 4.00 P.M.** The envelope must be super scribed by “**Tender documents for printing of IEC/BCC materials - 2018-19**”. The tender shall be opened on **dt.04.12.2018 at 11.30 P.M at DTU, NHM, Bargarh** in the presence of bidders or their authorized representative.
4. Interested bidders can obtain detailed terms and conditions from the website for taking up this assignment. The bidder can download the tender documents from district website **www.bargarh.nic.in.** (Address of district website).
5. Bid will be submitted in two parts i.e. **Technical Bid (Cover – A)** and **Financial Bid (Cover – B)**. The bidders should give their technical and financial proposal separately in two envelopes and both should be put into third cover which should be super scribed as “**Tender documents for printing of IEC/BCC materials - 2018-19**”.
6. The organisation must ensure provision of service in Bargarh as and when required by the authority. The bidder has to keep a clause in affidavit that he agrees to ensure provision of service in Bargarh. Bidder is liable to be black listed with forfeiture of security deposit, if he/she fails to comply or makes deviation in providing service/ delivery of printing materials in time, if so observed by the competent authority.
7. The bidder should not have any past record of poor performance. The bidder has to keep a clause in the affidavit in this regard.
8. Bidder is required to submit tender documents in the order provided in **Technical Bid Cover – A** after assigning annexure no's to the photo copy of documents submitted otherwise bid submitted will be rejected. Bids received with change in the formats published will be liable to be rejected. **If any bidder changes the format of either Technical Bid (Cover – A) or Financial Bid (Cover – B) then his bid will be out rightly rejected without assigning any reason thereof .**
9. **Bidder has to quote single rate for a single item in financial bid. If any bid found with multiple rates for single item then it will be out rightly rejected without any further arguments.**
10. Bidders have to submit the **Sample/Specimen** copies of the flex duly sealed & signed by the agency.
11. The approved agency, have to install the flex at his own cost of man power & transportation at all Health Institutions of the District.
12. The organisation should have minimum three Years of experience in all types of printings such as poster, leaflet, flex, painting & branding works. Organization will have to produce photo copy of work orders from any Govt. Organisation only. Year of experience will be calculated from the date of first work order received from any Govt. Organisation in relation to printing of materials as detailed in the list of items for printing materials and not from the date of incorporation of the organisation.
13. The annual turnover of the organization must not be less than **Rs.3,00,000/- (Rupees Three Lacs Only)** in last financial years.(I.e. 2017-18). *GST return should be submitted in support of proof for turnover.*
14. Organization will have to submit IT return of last 3 financial years. **(I.e. for F.Y- 2014-15, 2015-16 and 2016-17).**

15. Bidder will have to submit Demand Draft of **Rs. 500/- (Rupees Five Hundred only)** as tender paper cost (non refundable) in favour of **ZSS NRHM Additionality, Bargarh** along with bid document.
16. Bid documents must be accompanied with EMD of **Rs.20,000/-(Rupees Twenty Thousands only)** in shape of Demand Draft drawn on any Nationalized Bank in favour of **ZSS NRHM Additionality, Bargarh** payable at **Bargarh**. Bid documents without EMD will be summarily rejected. EMD of unsuccessful bidders will be returned without interest on finalization of tender. EMD of successful bidder will be retained as security Deposit & will be refunded without interest only after completion of 1 year from the date of finalisation of tender. Security deposit is liable to be forfeited if bidder violates or fails to comply with the terms and conditions of the tender.
17. **The organization will have to submit Single Affidavit with following clause:-**
 - a. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of IT, Service tax, GST or any other law.
 - b. That the organization agrees to abide by all terms & conditions of tender.
 - c. That the organization agrees to ensure provision of service in Bargarh.
18. All documents submitted must be signed by the authorised signatory of the organisation.
19. Quantity proposed to be printed is an estimate only on the basis past experience and not the actual quantity to be printed. So, actual quantity of materials to be printed may vary. Printing work will be done throughout the year in phased manner and not in a single works contract during the valid period of contact as per requirement.
20. The organization will quote prices inclusive of all taxes & charges. The CDM & PHO, Bargarh will have no liability regarding transportation, loading, unloading of materials and all the material ordered shall be delivered at the designated place in good condition and fixing the material at institution level as per order. The defective or damaged printed materials if any have to replace by the supplying agency.
21. If there is any contradiction between price quoted in figure and word then price quoted in word shall prevail over price quoted in figure.
22. **Conditional bids are liable to be rejected.** In the event of acceptance, CDM & PHO, Bargarh decision will be final. Bids which are not as per required specifications will not be considered.
23. The CDM & PHO, Bargarh will not pay any advance payment to the organisation. The organisation will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in this regard. The approved agency shall have to submit the photographs & certificates from the competent authority after completion of works i.e. wall painting, change of flex at hoardings, mounting of IEC materials etc. at block level & its peripheral area for release of payment.
24. The bidders have to submit the sample copies of papers to be used in printing materials (**wherever required**) as mentioned in **Annexure – A**. The cost towards the testing of samples will be borne by the successful bidder if any. The sample papers should be duly signed & sealed by the authorized signatory of the applying firm.
25. Under no circumstance, the organization shall not appoint any sub-contractor or sublease the contract. If it is found that the organization has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the organization shall be forfeited.
26. **The rate approved will be valid for one year from the date of finalisation of tender.** The successful bidder is required to provide printing materials as per requirements placed by any of the wings of CDM & PHO, Bargarh during the valid period of tender.
27. Only bidder himself or his authorised representative is allowed to remain present during opening of tender. No authorised representative is allowed without proper authorisation from bidder.
28. The CDM & PHO, Bargarh reserves the right to accept or reject all or any of the bid documents without assigning any reasons thereof.
29. All legal disputes are subject to the jurisdiction of Bargarh Court only.

**Chief District Medical & Public Health Officer
Bargarh**

Quantity Proposed to be printed in 2018-19

SI No	NAME OF THE ITEM	SPECIFICATION	Unit of measure	Expected Quantity in Nos (Pls refer Note – 1 &2)
1	Printing of Flex Banner	Job Type – Multi colour printing, CMYK (4 Colour) Good Quality Flex (minimum 240 GSM thickness) to be used, Post Process - 4 punch holes at each corner.	Rate Per Sq. Ft	20000 sq ft
2	Printing of Flex Banner	Job Type – Multi colour prominent printing, CMYK (4 Colour) Good Quality STAR FLEX to be used, Post Process - 4 punch holes at each corner.	Rate Per Sq. Ft	5000 sq ft
3	Change of Flex in Hoardings	Good quality flex for Iron Frame Hoarding Purpose , 300 GSM with Multi colour printing and fitting on the strategic departmental Hoardings at DHH, SDH & Block CHCs.	Rate Per Sq. Ft	8,000 sq ft
4	Change of Flex in Hoardings	Good quality flex for Iron Frame Hoarding Purpose , 300 GSM STAR FLEX with Multi colour printing and fitting on the strategic departmental Hoardings at DHH, SDH & Block CHCs.	Rate Per Sq. Ft	2,000 sq ft
5	Erection of Large Hoarding at strategic locations of District & Block	<p>Specification & structure</p> <p>Size of Hoarding - 8 ft X 16 ft. Good Quality of surface Angel frame to be used</p> <ul style="list-style-type: none"> • Joist - 5" X 2.5" • Angle - 3" X 3" • Angle - 2" X 2" • 3 feet deep concrete on each pole of the board along with supporting Iron angle • Frame should be made from Iron Angle • Flex should be of best quality with digital multicoloured printing • Flex should be fixed by iron pipes & GI Wires • Structure of hoarding will be of 5 feet height from ground level. 	Rate per Hoarding erection	12 Nos
6	Erection of Hoarding at strategic locations of District & Block	<p>Specification & structure</p> <p>Size of Hoarding - 6 ft X 12 ft. Good Quality of surface Angel Iron frame to be used.</p> <ul style="list-style-type: none"> • Joist - 4" X 2" • Angle - 3" X 3" • Angle - 2" X 2" <p>2ft deep concrete (joist) on each pole of the board along with supporting Iron angle</p>	Rate per Hoarding erection	12 Nos

7	Erection of Mini Hoarding at strategic locations of District & Block	<p>Specification & structure (Option -1) Size of Display area in hoarding - 6 ft X 3 ft. Display material- Preferably 18 gauge printed or painted Tin plate Total Height from inside the ground – 10ft L Iron angle (2" L Iron angle should be used)</p> <ul style="list-style-type: none"> • Base (inside ground) - 2.0 ft inside cement concrete • Above Ground (ground to top) - 8.0 ft Length: 6ft L iron angle (2" L Iron angle should be used) Mid Joist Bar to support display material: 3ft L iron angle (2" L iron angle should be used)	Rate per Hoarding erection	12 Nos
		<p>Specification & structure (Option -2) Size of Display area in hoarding - 4 ft X 3 ft. Display material- Preferably 18 gauge printed or painted Tin plate Total Height from inside the ground – 10ft L Iron angle (2" L Iron angle should be used)</p> <ul style="list-style-type: none"> • Base (inside ground) - 2.0 ft inside cement concrete • Above Ground (ground to top) - 8.0 ft Length: 4ft L iron angle (2" L Iron angle should be used) Mid Joist Bar to support display material: 3ft L iron angle (2" L iron angle should be used)	Rate per Hoarding erection	12 Nos
8	Digital Display Board	LED type display board, display in Red colour letter, Led composition-1024 led/ sq ft, Led Block Resoulution Rate- 32 X 32 led/ sq ft, Cabinet material- Metal Steel in black or gray colour. Effects: - Static/Scrolling/ Flashing , Character Style:- Normal, Bold, Italic compressed. Multiple speed setting, multiple language, Date & Time (Optional) Memory Capacity 5000 character. Availability of Editing Facility. Operating Soft Ware:- Updated version. Supported OS XP – 2000, WINDO – 7/8, Clearly visible in day & night, Scan Rate:- ¼ latest technology, Colour temperature:- 6500 K – 9500 K, Frequency:- 50 Hz, Input voltage:- AC 110/220 V +/- 10 %	Rate Per Sq. Ft	50 sq ft.
9	Window Speaker/ Counter Communication System with accessories	Output- 2 W (Max.) in each amplifier, Microphone Element- Electret Condensor in both the unit, Auto Mute 'ON' – enable after 30 seconds (approx.), Power requirement- AC – 220 To 240 V, 50/60 Hz, Protection – AC fuse 1 X 0.5 Amp. , Attendant Unit – W116 X H65 X D170mm (w/o gooseneck), Customer unit – 098 X D52mm, Power supply Unit – W85 X H58 X D150 mm,	Rate per Piece / System set	10 Nos.

Note: -

1. Quantity proposed to be printed is an estimate only on the basis past experience and not the actual quantity to be printed. So, actual quantity of materials to be printed may vary.
2. Printing work will be done throughout the year in phased manner and not in a single works contract during the valid period of contact as per requirement.
3. The erection of Hoarding at District & Block level should be inclusive of cost of material, tax, transportation, erection, mounting, fitting of flex and annual maintenance cost (AMC) up to one year.

Date :

Place :

Signature & Seal of the authorised Signatory

Mobile No:



**Chief Dist. Medical &
Public Health Officer
BARGARH**

Technical Bid- Cover –A

Sl No	Particulars	(Clearly mention data here) (Don't refer annexure here)	Annexure No
1.	Name of the Organisation		1
2.	Address of the Organisation		
3.	Name of the Authorised Signatory. (In capital letter)		
4.	Authorisation & Specimen signature of the authorised signatory.		
5.	Telephone No/ Mobile No of the Authorised Signatory/ Organisation.		
6.	The organisation must ensure provision of service in Bargarh as and when required by the authority. Bidder is required to submit an affidavit in this regard.		2
7.	Self undertaking by the bidder on satisfactory performance in the past. (Y/N)		3
8.	DIC Registration No (Attach photo copy of DIC registration certificate)		4
9.	PAN No of the organisation / Proprietor / Managing Partner /Director of the organisation (Attach photo copy of PAN Card)		5
10.	AADHAR No of Proprietor /Managing Partner /Director of the organisation		6
11.	GST registration No (Attach photo copy of registration certificate)		7
12.	The organisation must have three Years of experience in all types of printings such as poster, leaflet, flex, erection of hoardings & branding works. (Attach photo copies of work orders received from any govt organisation on printing materials).		8
13.	The annual turnover of the organization must not be less than Rs.3,00,000/- (Rupees Three Lacs Only) in last financial years.(i.e. 2017-18). <i>GST return should be submitted in support of proof for turnover</i>		9

14.	Organization will have to submit IT return of last 3 financial years. (I.e. for F.Y- 2014-15, 2015-16 and 2016-17)		10
15.	<p><u>The organization will have to submit Single Affidavit with following clauses:-</u></p> <ol style="list-style-type: none"> 1. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of IT, Service tax, GST or any other law. 2. That the organization agrees to abide by all terms & conditions of tender. 3. That the organization agrees to ensure provision of service in Bargarh. 		11
16.	Tender paper cost in shape of Demand Draft of Rs. 500/- (Rupees Five hundred only)	Details of Demand Draft along with details of Drawee Bank	
		Draft No:	
		Name of the Bank :	
		Branch address:	
17.	Security Deposit in shape of Demand Draft of Rs.20,000/-(Rupees Twenty Thousands only)	Details of Demand Draft along with details of Drawee Bank	
		Draft No:	
		Name of the Bank :	
		Branch address:	
18.	Whether all documents submitted signed by the authorised signatory of the organisation (Yes / No)	Details of Demand Draft along with details of Drawee Bank	
		Draft No:	
		Name of the Bank :	
		Branch address:	

DECLARATION

I / We hereby declare that, the terms and conditions, specification etc. given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my / our knowledge. I/ We understand that in case of any deviation in the above statement at any state, the Firm/Agency will be blacklisted and will not have any dealing with it in future.

Place :

Date :

Seal & Signature of authorised Signatory

Mobile No:

(Financial Bid- Cover -B)

SI No	NAME OF THE ITEM	SPECIFICATION	Unit of measure	Rate Quoted (in figure & words)
1	Printing of Flex Banner	Job Type – Multi colour printing, CMYK (4 Colour) Good Quality Flex (minimum 240 GSM thickness) to be used, Post Process - 4 punch holes at each corner.	Rate Per Sq. Ft	
2	Printing of Flex Banner	Job Type – Multi colour prominent printing, CMYK (4 Colour) Good Quality STAR FLEX to be used, Post Process - 4 punch holes at each corner.	Rate Per Sq. Ft	
3	Change of Flex in Hoardings	Good quality flex for Iron Frame Hoarding Purpose , 300 GSM with Multi colour printing and fitting on the strategic departmental Hoardings at DHH, SDH & Block CHCs.	Rate Per Sq. Ft	
4	Change of Flex in Hoardings	Good quality flex for Iron Frame Hoarding Purpose , 300 GSM STAR FLEX with Multi colour printing and fitting on the strategic departmental Hoardings at DHH, SDH & Block CHCs.	Rate Per Sq. Ft	
5	Erection of Large Hoarding at strategic locations of District & Block	Specification & structure Size of Hoarding - 8 ft X 16 ft. Good Quality of surface Angel frame to be used <ul style="list-style-type: none">• Joist - 5" X 2.5"• Angle - 3" X 3"• Angle - 2" X 2"• 3 feet deep concrete on each pole of the board along with supporting Iron angle• Frame should be made from Iron Angle• Flex should be of best quality with digital multicoloured printing• Flex should be fixed by iron pipes & GI Wires• Structure of hoarding will be of 5 feet height from ground level.	Rate per Hoarding erection	
6	Erection of Hoarding at strategic locations of District & Block	Specification & structure Size of Hoarding - 6 ft X 12 ft. Good Quality of surface Angel Iron frame to be used. <ul style="list-style-type: none">• Joist - 4" X 2"• Angle - 3" X 3"• Angle - 2" X 2" 2ft deep concrete (joist) on each pole of the board along with supporting Iron angle	Rate per Hoarding erection	

7	Erection of Mini Hoarding at strategic locations of District & Block	<p>Specification & structure (Option -1)</p> <p>Size of Display area in hoarding - 6 ft X 3 ft. Display material- Preferably 18 gauge printed or painted Tin plate Total Height from inside the ground – 10ft L Iron angle (2" L Iron angle should be used)</p> <ul style="list-style-type: none"> • Base (inside ground) - 2.0 ft inside cement concrete • Above Ground (ground to top) - 8.0 ft <p>Length: 6ft L iron angle (2" L Iron angle should be used) Mid Joist Bar to support display material: 3ft L iron angle (2" L iron angle should be used)</p>	Rate per Hoarding erection	
		<p>Specification & structure (Option -2)</p> <p>Size of Display area in hoarding - 4 ft X 3 ft. Display material- Preferably 18 gauge printed or painted Tin plate Total Height from inside the ground – 10ft L Iron angle (2" L Iron angle should be used)</p> <ul style="list-style-type: none"> • Base (inside ground) - 2.0 ft inside cement concrete • Above Ground (ground to top) - 8.0 ft <p>Length: 4ft L iron angle (2" L Iron angle should be used) Mid Joist Bar to support display material: 3ft L iron angle (2" L iron angle should be used)</p>	Rate per Hoarding erection	
8	Digital Display Board	<p>LED type display board, display in Red colour letter, Led composition-1024 led/ sq ft, Led Block Resoulation Rate- 32 X 32 led/ sq ft, Cabinet material- Metal Steel in black or gray colour. Effects: - Static/Scrolling/ Flashing , Character Style:- Normal, Bold, Italic compressed. Multiple speed setting, multiple language, Date & Time (Optional) Memory Capacity 5000 character. Availability of Editing Facility. Operating Soft Ware:- Updated version. Supported OS XP – 2000, WINDO – 7/8, Clearly visible in day & night, Scan Rate:- ¼ latest technology, Colour temperature:- 6500 K – 9500 K, Frequency:- 50 Hz, Input voltage:- AC 110/220 V +/- 10 %</p>	Rate Per Sq. Ft	
9	Window Speaker/ Counter Communication System with accessories	<p>Output- 2 W (Max.) in each amplifier, Microphone Element- Electret Condensor in both the unit, Auto Mute 'ON' – enable after 30 seconds (approx.), Power requirement- AC – 220 To 240 V, 50/60 Hz, Protection – AC fuse 1 X 0.5 Amp. , Attendant Unit – W116 X H65 X D170mm (w/o gooseneck), Customer unit – 098 X D52mm, Power supply Unit – W85 X H58 X D150 mm,</p>	Rate per Piece / System set	

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Date :

Place :

Signature & Seal of the authorised Signatory

Mobile No:



**Chief Dist. Medical &
Public Health Officer
BARGARH**