



Letter No. 831 /Estt.(BBMC&H)/23

Balangir

Dt. 20-02-23

Tender Call Notice for Printing Materials.

Invites sealed tenders from interested / bona fide/ reputed firms/ agencies having adequate experience in taking up the works of composing, proof reading, designing and printing for print and supply of printing materials. The detailed quality, specifications and terms and conditions are available in the website i.e. www.bbmchbalangir.nic.in which may be downloaded for use. Interested parties may submit their tender super-scribing "Tender for print and supply materials" to the undersigned through Speed post/ Registered post / courier only which should reach on or before 11.00 A.M. of Dt. 09.03.2023 positively and the same will be opened at 11.30 A.M. of the same date. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

MPanda
20.02-23

Superintendent

Bhima Bhoi Medical College & Hospital, Balangir

सर्वे सन्तु निरामयाः

Estd. 2017



“Terms & conditions for rate contract towards print & Supply of printing articles to BBMC&H, Balangir”

- Availability of Tender document in website for downloading : 21.02.2023
- Date & time of Pre-Bid Meeting : 09.03.2023 at 11.30 AM
- Last date & time of submission of Tender : 09.03.2023
- Date & Time of Tender opening : 09.03.2023 at 11.30 AM
- Place of Opening of Tender/Bid : O/O. Superintendent, BBMC&H
Balangir.

Address for communication:

Superintendent, Bhima Bhoi Medical College & Hospital, Balangir
At- Sudpada, District- Balangir
Email: gmchospitalbalangir1@gmail.com

Estd. 2017


20.02.23

Mpanda
20.02.23



Terms and Conditions

1. Sale of Tender papers/bid documents:

The prospective bidder may download the complete sets of tender documents directly from the website available at www.bbmchbalangir.nic.in and submit the same to Superintendent, BBMC&H, Balangir office along with the Tender paper cost (Application Fees) is Rs.2000/- (Rupees Two Thousand) in shape of Demand Draft (Non-refundable) and EMD amount Rs.30,000/- (Rupees Thirty Thousand) only in shape of Demand Draft drawn for any Banks regulated under RBI norms in favour of Superintendent, Bhima Bhoi Medical College & Hospital, Balangir payable at Balangir. the cost of Tender paper and EMD amount should be submitted separately in separate Demand Draft. In case of any Bid amendment and clarification responsibility lies with the bidders to collect the same from the office notice board of Superintendent, BBMC&H, Balangir before last date of submitting the tender document.

2. Terms & Conditions:

- The tender shall be submitted in two bid system i.e. Technical Bid & Financial Bid, Financial Bid contains only the price bid and schedule of requirement as per Annexure-II and Technical Bid contains all other documents as per the tender terms and conditions. Tender paper cost and all other documents as per eligibility criteria except price format. The Technical Bid & price/Financial bid will be covered in two separate envelopes clearly written on the top of the envelope as Technical Bid for printing materials to Superintendent, BBMC&H, Balangir & Financial Bid for print & supply of printing materials to Superintendent, BBMC&H, Balangir and these two bids will be covered in a big envelop writing in the top that "Tender for supply of Printing materials to Superintendent, BBMC&H, Balangir with reference to advertisement No. & date.
- The Bid shall be for the full quantities of all items as per specification in Annexure-I (Form-A). The format of price Bid is specified in Annexure-II (Form-B) which should be used at the time of submission of Bid/Tender.
- The Bid price shall include the excise duty and the bidder's cost towards transaction insurance, packing & transportation and delivery at Superintendent, BBMC&H, Balangir including other ancillary cost involved during course of printing.

3. Bid Security:

The bidders have to submit the "Bid Security declaration" as per the Format at Annexure-V.

4. Performance security:

- The successful bidder will submit the performance security up to 3% of the order value in shape of Bank guarantee, Account payee Demand Draft from any nationalized banks in favour of "Superintendent, BBMC&H, Balangir" payable at Balangir.
- The performance security of the successful agency will be returned without interest only after successful completion of the work as per the order along with financial invoice payment.

5. Pre Bid Meeting:

A pre-bid meeting will be held on dt 09.02.23 time 11.30 AM in the o/o. Superintendent, BBMC&H, Balangir interested parties shall attend the meeting to clarify their doubts if any. The authorization letter to attend the meeting along with their doubt in written is for discussion. The decision in pre-bid meeting will be floated in the website of Bhima Bhoi Medical College web portal. The bidders should submit their bids accordingly.

6. Eligibility criteria: Bidders shall furnish the following documents in Bid:

- Required Tender / Bid processing fees.
- Bid declaration certificate as per format at Annexure-V
- Self attested copy of PAN Card.
- Self attested copy of valid GST registration certificate.


20.02.23

M Pande
20.02.23



- (e) Self attested copy of up to date GST return
(f) The quotation should be as per price format at Annexure-II
(g) Past performance as per Annexure-III.
(h) Audited Account Statement for Financial year 2020-21 & 2021-22
(i) Last year IT returns copy 2021-22.
(j) Self attested sample paper for each GSM
(k) Undertaking as per Annexure-IV.
7. The bidder will submit all the above required documents along with tender paper cost in the technical bid: otherwise the technical bid will be rejected if any of the above conditions are not complied with.
- 8. Issue of Printing order:**
- 8.1. The lowest price quoted for each item should be selected as L1 and the bidder quoting such price shall be awarded contract for supplying that particular item.
- 8.2. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
9. Each Bidder shall submit only one price Bid for each package, alternative offer will be rejected.
10. Notwithstanding the above, the purchaser reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all quotations at any time prior to the issue of purchase order.
11. Before printing, the supplier should submit proof copy for necessary verification for final printing, otherwise the wrong printing materials shall not be accepted by Superintendent, BBMC&H, Balangir and no payment will be made for those items.
12. The delivery should be completed within 07 days from the date of receipt of the approved final proof of printing.
13. The selected firm shall complete the final proof approval within 03 days of the receiving the order, in case of any delay in collecting sample from the Superintendent, BBMC&H, Balangir submission of proof copy of verification and finalization within 03 days, the firm will be penalized.
14. The supply of printing materials should be completed within the allowed time as per order. Any delay by the supplier in the delivery of the items shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof, subject to maximum of 10% of purchase order value which will be deducted from the total payment due.
15. The payment will be made after delivery of printed materials as per approved final proof copy for printing along with the soft copy for records.
16. The tender documents should be numbered and arranged as per the check list specified at Annexure-VI
17. If the selected firm fails to execute the order, the performance security will be forfeited and the firm will be debarred from supply of materials to the BBMC&H, Balangir for three years.
18. Any legal dispute arising out of this is subject to Balangir district jurisdiction only.
19. Bidders / their representative may remain present during the opening of tender at time 11.30 AM on Date 19.02.23 in case the day will be a Govt. Holiday the tender will be opened in the next working day at time 11.30 AM at mentioned venue. No request for change of time, date or venue will be entertained on any ground from bidders. Even if no bidder or their representative remain present in the scheduled time, the Bid will be opened & no complain / objection will be entertained.

M Panda
20.02.23
Superintendent

Bhima Bhoi Medical College & Hospital, Balangir

M Panda
20.02.23

M Panda
20.02.23



ANNEXURE-I

FORM –A: Technical Bid

Application for print and supply of printing materials

Sl. No.	Name of Items (Each item)	Size/Specifications
1	OPD Prescription	1/4 single side print 60-70 GSM PAPER
2	Urine/Stool Report	1/8 both side print 60-70 GSM PAPER
3	Serology Report	1/4 single side print 60-70 GSM PAPER
4	OPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER
5	IPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER
6	Labour Room Register	Crown size 70GSM MAPLITHO PAPER
7	Ultrasound Report pad	Cedar 100gsm A4 size Paper single side
8	Bed Head Ticket	Demy 1/4 both side 60-70 GSM PAPER
9	E-Niramaya format	1/4 single side print 60-70 GSM PAPER
10	MLC Form O+D	1/4 single side print 60-70 GSM PAPER
11	Ultrasound/X-Ray requisition format	Demy 1/16 single side print 60-70 GSM PAPER
12	Hematology Report	Demy 1/4 both side print 60-70 GSM PAPER
13	Birth Report format	Demy 1/4 single side 60-70 GSM PAPER
14	SAMMATI PATRA ORIYA	DEMY 1/4 Single side 60-70 GSM PAPER
15	Pathology Register	1/4 DFC 70GSM LEDGER
16	Pathology sample bottle Sticker label	Adhesive sheet
17	Formats, Forms etc.	Demy 1/4 single side 60-70 GSM PAPER
18	Formats, Forms etc	Demy 1/4 both side 60-70 GSM PAPER
19	Poster	Demy size 70 GSM
20	Poster	Demy size 90 GSM
21	Leaflet	Demy size 70 GSM
22	Leaflet	Demy size 90 GSM
23	SUN Board with vinyl	per sq. ft
24	Flex Banner	with design per sq. ft
25	Hoarding with fixing	Per sq. ft. printing and fixing
26	Rubber Stamp	per line (including space as a line)
27	Rubber Stamp (Round/Oval shape)	per pc.
28	Id cards	rate as per material specification
29	Record Room Register	½ Demi 70 GSM
30	Medical Indent Format from Empanelled Store	¼ Demi 60-70 GSM
31	COVID-19 Screening Form	¼ Demi 60-70 GSM
32	Angikar Patra	¼ Demi 60-70 GSM
33	Hematology Reporting Pad(Both Side)	¼ Demi 60-70 GSM
34	Bio-chemistry Reporting Pad	¼ 60-70 GSM Single Side
35	Emergency Patient Register	½ Demi 60-70 GSM

[Handwritten signature]
20.02.23

[Handwritten signature]
20.02.23



36	Attendance Pass Receipt Book	1/8 Long Demi 60-70 GSM
37	Blood Requisition Form	¼ Demi 60-70 GSM
38	Discharge Slip	¼ Demi 60-70 GSM5
39	Pathology Form	¼ Demi 60-70 GSM
40	Cytology Reporting Pad	1/8 Demi 60-70 GSM
41	Checklist of O&G (LR)	¼ Demi 60-70 GSM
42	Anesthesiology Checklist	¼ Demi 60-70 GSM
43	Indoor Admission Register	½ Demi 70 GSM
44	Microbiology Requisition Form	¼ 60-70 GSM Single Side
45	Mothers Information of O&G OT	A4 Paper 60-70 GSM Single Side
46	Informed Consent Form for Blood & Blood Products Transfusion for O&G OT	A4 Paper 60-70 GSM Single Side
47	Form-C Consent Form (Odia)	1/16 60-70 GSM Paper
48	Form-I RMP Opinion Form (English)	¼ 60-70 GSM Paper
49	Stained Smear Register	¼ DFC 70GSM LEDGER
50	Culture and Sensitivity Register	¼ DFC 70GSM LEDGER
51	Bacteriology Instruction Register	¼ DFC 70GSM LEDGER
52	Stool Microscopy Register	¼ DFC 70GSM LEDGER
53	Stock Ledger for DDC	
54	Birth Report Form	¼ 60-70 GSM Both Side
55	Printed Medicine Indent Format	¼ 60-70 GSM Both Side
56	Audiogram Report for ENT	A4 Single Side
57	Attach Paper	
58	Cause of Death form	
59	Parental Diagnosis Form	¼ 60-70 GSM Both Side
60	Admission Register for LR	
61	Delivery Case Sheet	¼ 60-70 GSM Both Side
62	Consent Form & Check List for O&G OT	
63	Sterilization Register for LHV PPC	60-70 GSM Full Demy 100 Sheet Both Side
64	O&G OT Form	¼ 60-70 GSM Single Side
65	Histopathology Report	¼ 60-70 GSM Single Side
66	Received Death Form	A4 Single Side
67	Surgical Safety Checklist for O&G OT	¼ 60-70 GSM Single Side
68	Infection Prevention Form for Blood Transfusion for O&G OT	¼ 60-70 GSM Single Side
69	Infection Prevention Audit Form	¼ 60-70 GSM Both Side
70	Requisition for Pathology	¼ 60-70 GSM Single Side
71	Attach Paper	¼ 60-70 GSM Both Side
72	B.T. Form (Green Colour)	¼ 60-70 GSM Single Side
73	OPD Ticket	A4 60-70 GSM Single Side
74	Anesthesiology Booklet for O&G OT	¼ 60-70 GSM Both Side
75	Ultrasound Report Pad New	Cedar 100gsm A4 size Paper Both side
76	Microbial Sterility Testing Register	¼ DFCC 70 GSM Ledger
77	Hand Hygiene Observation Audit Tool	¼ 60-70 GSM Paper Single Side
78	Daily Inspection Checklist for Matron	A4 60-70 GSM Single Side

[Handwritten signature]
20.02.23

M.Panda
20.02.23



79	Indoor Slip	1/8 60-70 GSM Single Side
80	Urine Reporting Pad	1/8 60-70 GSM Both Side
81	Requisition for Investigation Bacteriology	¼ 60-70 GSM Paper Single Side
82	Report on Examination of Blood	¼ 60-70 GSM Paper Both Side

Annexure-II

FORM-A: FINANCIAL BID
Financial Bid for supply of printing materials

Sl. No.	Name of Items (Each item)	Size/Specifications	Units/Quantity	Unit price including GST	Unit price excluding GST
1	OPD Prescription	1/4 single side print 60-70 GSM PAPER	01 nos.		
2	Urine/Stool Report	1/8 both side print 60-70 GSM PAPER	01 nos.		
3	Serology Report	1/4 single side print 60-70 GSM PAPER	01 nos.		
4	OPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER	01 nos.		
5	IPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER	01 nos.		
6	Labour Room Register	Crown size 70GSM MAPLITHO PAPER	01 nos.		
7	Ultrasound Report pad	Cedar 100gsm A4 size Paper single side	01 nos.		
8	Bed Head Ticket	Demy 1/4 both side 60-70 GSM PAPER	01 nos.		
9	E-Niramaya format	1/4 single side print 60-70 GSM PAPER	01 nos.		
10	MLC Form O+D	1/4 single side print 60-70 GSM PAPER	01 nos.		
11	Ultrasound/X-Ray requisition format	Demy 1/16 single side print 60-70 GSM PAPER	01 nos.		
12	Hematology Report	Demy 1/4 both side print 60-70 GSM PAPER	01 nos.		
13	Birth Report format	Demy 1/4 single side 60-70 GSM PAPER	01 nos.		
14	SAMMATI PATRA ORIYA	DEMY 1/4 Single side 60-70 GSM PAPER	01 nos.		
15	Pathology Register	1/4 DFC 70GSM LEDGER	01 nos.		
16	Pathology sample bottle Sticker label	Adhesive sheet	01 nos.		
17	Formats, Forms etc.	Demy 1/4 single side 60-70 GSM PAPER	01 nos.		
18	Formats, Forms etc	Demy 1/4 both side 60-70 GSM PAPER	01 nos.		
19	Poster	Demy size 70 GSM	01 nos.		
20	Poster	Demy size 90 GSM	01 nos.		
21	Leaflet	Demy size 70 GSM	01 nos.		
22	Leaflet	Demy size 90 GSM	01 nos.		

Handwritten signature and date: 20.02.23

Handwritten signature and date: MPanda 20.02.23



23	SUN Board with vinyl	per sq. ft	01 nos.		
24	Flex Banner	with design per sq. ft	01 nos.		
25	Hoarding with fixing	Per sq. ft. printing and fixing	01 nos.		
26	Rubber Stamp	per line (including space as a line)	01 nos.		
27	Rubber Stamp (Round/Oval shape)	per pc.	01 nos.		
28	Id cards	rate as per material specification	01 nos.		
29	Record Room Register	½ Demi 70 GSM	01 nos.		
30	Medical Indent Format from Empanelled Store	¼ Demi 60-70 GSM	01 nos.		
31	COVID-19 Screening Form	¼ Demi 60-70 GSM	01 nos.		
32	Angikar Patra	¼ Demi 60-70 GSM	01 nos.		
33	Hematology Reporting Pad(Both Side)	¼ Demi 60-70 GSM	01 nos.		
34	Bio-chemistry Reporting Pad	¼ 60-70 GSM Single Side	01 nos.		
35	Emergency Patient Register	½ Demi 60-70 GSM	01 nos.		
36	Attendance Pass Receipt Book	1/8 Long Demi 60-70 GSM	01 nos.		
37	Blood Requisition Form	¼ Demi 60-70 GSM	01 nos.		
38	Discharge Slip	¼ Demi 60-70 GSM5	01 nos.		
39	Pathology Form	¼ Demi 60-70 GSM	01 nos.		
40	Cytology Reporting Pad	1/8 Demi 60-70 GSM	01 nos.		
41	Checklist of O&G (LR)	¼ Demi 60-70 GSM	01 nos.		
42	Anesthesiology Checklist	¼ Demi 60-70 GSM	01 nos.		
43	Indoor Admission Register	½ Demi 70 GSM	01 nos.		
44	Microbiology Requisition Form	¼ 60-70 GSM Single Side	01 nos.		
45	Mothers Information of O&G OT	A4 Paper 60-70 GSM Single Side	01 nos.		
46	Informed Consent Form for Blood & Blood Products Transfusion for O&G OT	A4 Paper 60-70 GSM Single Side	01 nos.		
47	Form-C Consent Form (Odia)	1/16 60-70 GSM Paper	01 nos.		
48	Form-I RMP Opinion Form (English)	¼ 60-70 GSM Paper	01 nos.		
49	Stained Smear Register	¼ DFC 70GSM LEDGER	01 nos.		
50	Culture and Sensitivity Register	¼ DFC 70GSM LEDGER	01 nos.		
51	Bacteriology Instruction Register	¼ DFC 70GSM LEDGER	01 nos.		
52	Stool Microscopy	¼ DFC 70GSM LEDGER	01 nos.		

[Handwritten Signature]
20.02.23

M.Panda
20.02.23



	Register				
53	Stock Ledger for DDC		01 nos.		
54	Birth Report Form	¼ 60-70 GSM Both Side	01 nos.		
55	Printed Medicine Indent Format	¼ 60-70 GSM Both Side	01 nos.		
56	Audiogram Report for ENT	A4 Single Side	01 nos.		
57	Attach Paper		01 nos.		
58	Cause of Death form		01 nos.		
59	Parental Diagnosis Form	¼ 60-70 GSM Both Side	01 nos.		
60	Admission Register for LR		01 nos.		
61	Delivery Case Sheet	¼ 60-70 GSM Both Side	01 nos.		
62	Consent Form & Check List for O&G OT		01 nos.		
63	Sterilization Register for LHV PPC	60-70 GSM Full Demy 100 Sheet Both Side	01 nos.		
64	O&G OT Form	¼ 60-70 GSM Single Side	01 nos.		
65	Histopathology Report	¼ 60-70 GSM Single Side	01 nos.		
66	Received Death Form	A4 Single Side	01 nos.		
67	Surgical Safety Checklist for O&G OT	¼ 60-70 GSM Single Side	01 nos.		
68	Infection Prevention Form for Blood Transfusion for O&G OT	¼ 60-70 GSM Single Side	01 nos.		
69	Infection Prevention Audit Form	¼ 60-70 GSM Both Side	01 nos.		
70	Requisition for Pathology	¼ 60-70 GSM Single Side	01 nos.		
71	Attach Paper	¼ 60-70 GSM Both Side	01 nos.		
72	B.T. Form (Green Colour)	¼ 60-70 GSM Single Side	01 nos.		
73	OPD Ticket	A4 60-70 GSM Single Side	01 nos.		
74	Anesthesiology Booklet for O&G OT	¼ 60-70 GSM Both Side	01 nos.		
75	Ultrasound Report Pad New	Cedar 100gsm A4 size Paper Both side	01 nos.		
76	Microbial Sterility Testing Register	¼ DFCC 70 GSM Ledger	01 nos.		
77	Hand Hygiene Observation Audit Tool	¼ 60-70 GSM Paper Single Side	01 nos.		
78	Daily Inspection Checklist for Matron	A4 60-70 GSM Single Side	01 nos.		
79	Indoor Slip	1/8 60-70 GSM Single Side	01 nos.		
80	Urine Reporting Pad	1/8 60-70 GSM Both Side	01 nos.		
81	Requisition for Investigation Bacteriology	¼ 60-70 GSM Paper Single Side	01 nos.		

[Handwritten Signature]
20-02-23

[Handwritten Signature]
20-02-23



82	Report on Examination of Blood	¼ 60-70 GSM Paper Both Side	01 nos.		
83	BSKY Referral form	1/8 60-70 GSM Single Side	01 nos.		

Date:

Place:

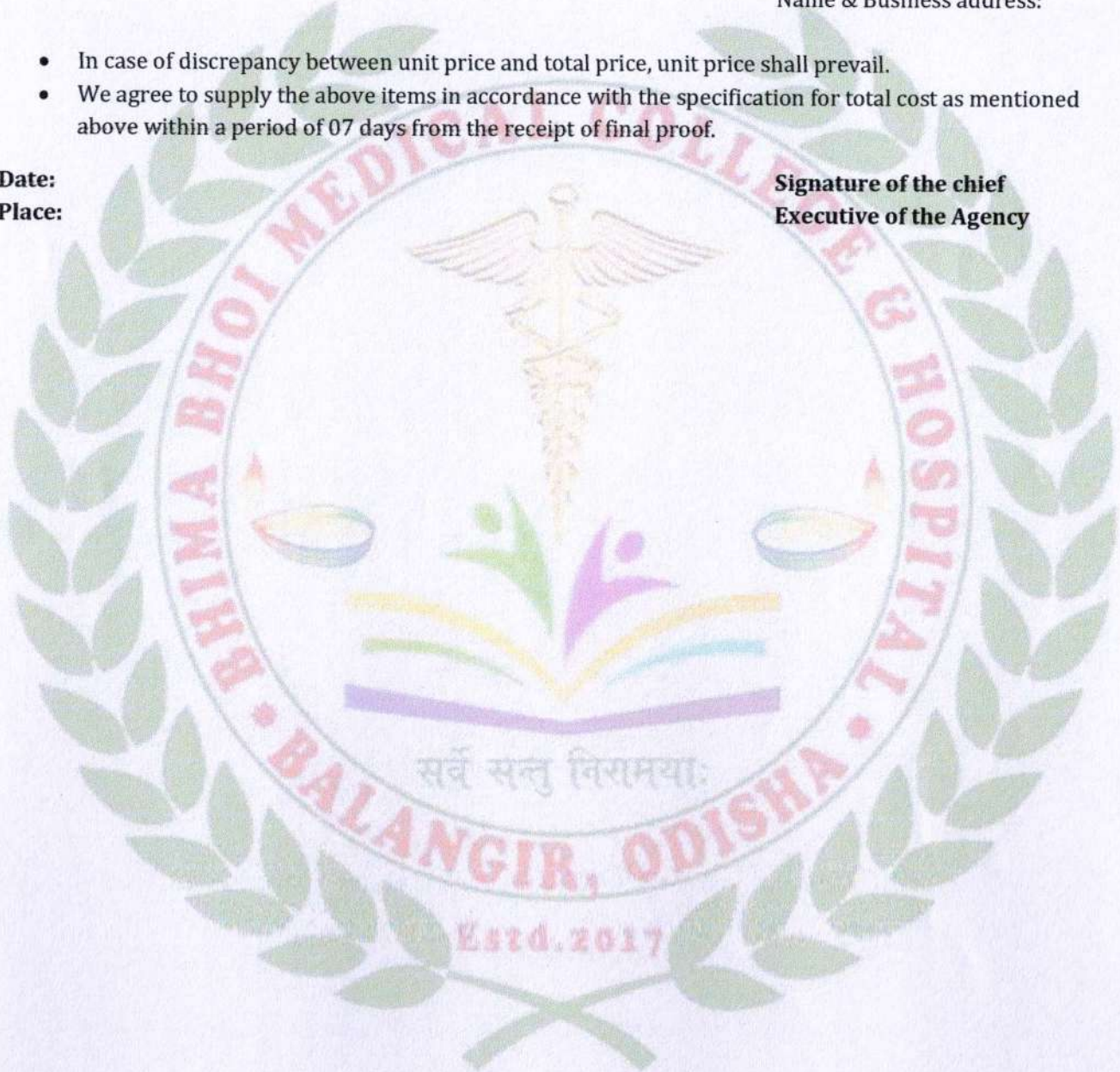
Signature of the Bidder
Name & Business address:

- In case of discrepancy between unit price and total price, unit price shall prevail.
- We agree to supply the above items in accordance with the specification for total cost as mentioned above within a period of 07 days from the receipt of final proof.

Date:

Place:

Signature of the chief
Executive of the Agency



[Handwritten signature]
20.07.23

M. Pandey
20-07-23



Annexure-III

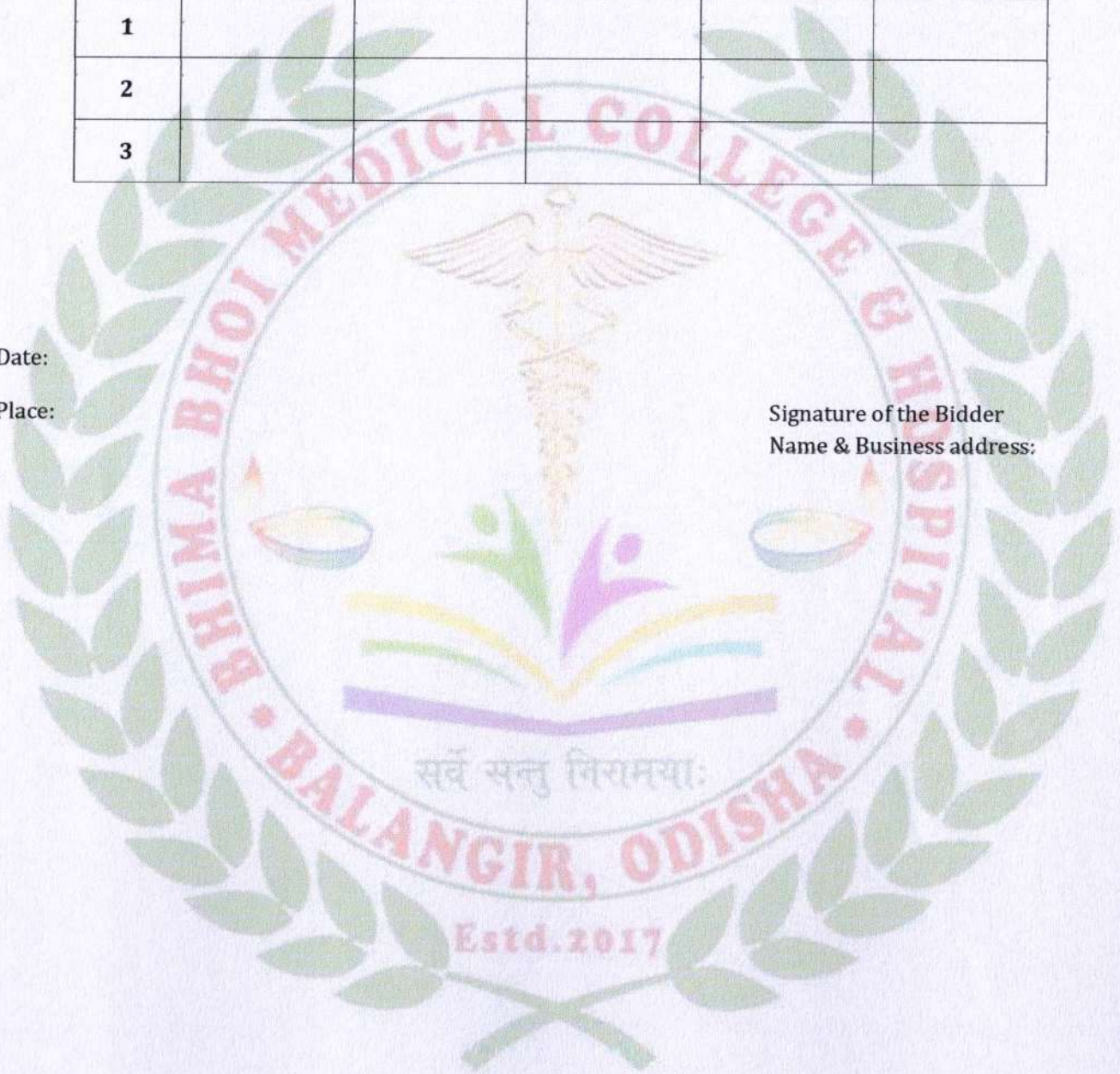
Format for submission of past performance

Sl. No.	Year	Order No. & Date	Order value (Rs.)	Name of the organization	Order copy page Ref. No.
1					
2					
3					

Date:

Place:

Signature of the Bidder
Name & Business address:



[Signature]
20.02.23

Mpanda
20.02.23



ANNEXURE- IV

(To be submitted in Technical Bid)

UNDERTAKING / DECLARATION FORM

I / We having my / our
..... office at Do declare
that I/We have carefully read all the terms & conditions of tender of the Superintendent, Bhima Bhoi Medical
College & Hospital, Balangir for supply of printing materials. The approved rate will remain valid for a period of
one year from the date of approval. I will abide with all the terms & conditions set forth in the Tender reference
No. _____ date _____ / _____ / 2023.

**I do hereby declare I/We have not been de-recognized/ black listed by any state Govt. / Union
Territory/ Govt. of India/ Govt. organization / Govt. Health Institutions for supply of inferior quality
materials/ non-supply.**


I/We agree that the Tender Inviting Authority can forfeit the Earnest money deposit and or
performance security Deposit and blacklist me/us for a period of 3 years if, any information furnished by us
proved to be false at the time of inspection / verification and not complying with the tender terms & conditions.

I/ We do hereby declare that I/
we will print & supply the printing materials to Superintendent, BBMC&H, Balangir as per the specifications as
well as Terms & conditions of the above Tender document.

Date:

Place

Seal with signature of the bidder

 20/02/23

M.Panda
20/02/23



ANNEXURE-V

Bid Security Declaration Format

(On Letter Head of the Bidder)


This is to inform you that M/S. _____ (Agency name) shall not withdraw or modify its bid till the validity period of 90 days as mentioned in tender notice advertisement No. _____ dated _____. We may debar from being considered/ to participate in future for a period of 3 years at "Superintendent, Bhima Bhoi Medical College & Hospital, Balangir" from the date of debarred notice in the following circumstances: (a) If withdraw the bid during the bid validity period of 90 days. (b). If do not respond to request for clarification of the bid submitted by us. (c) if fail to cooperate in bid evaluation process and in case being successful bidder, if fails to sign the agreement in time to furnished performance security/ guarantee.

Name of the Authorised signatory:- _____

Designation: _____

Official seal: _____

Seal & signature of the Bidder

 20.02.23

MPandi
20.02.23




ANNEXURE-VI

CHECK LIST

Sl. No.	Name of document	Submitted (Yes / No)	Page No.
1	Tender / bid Processing Fees		
2	Bid Security Declaration as per Format		
3	Self attested copy of GST Registration certificate		
4	Self attested copy of up to date GST Return		
5	Self attested copy of PAN Card		
6	Price sheet as per price format as per Annexure-II		
7	Proof copy of past experience as per Annexure-III		
8	Audited Account Statement for Last financial year (2022-23)		
9	Copy of Income Tax Return of last three Assessment years (2022-23)		
10	Self attested sample paper of each GSM		
11	Bid security declaration as per Annexure- V		
12	Undertaking Annexure-IV		

Seal with Signature of the Bidder

Contact No. _____

 20.02.23

M.Panda
20.02.23