



Government of Jharkhand
JHARKHAND STATE AIDS CONTROL SOCIETY

Department of Health & Family Welfare,
Sadar Hospital Campus, Purulia Road, Ranchi.



Tender Notice No. 03/JSACS/2018-19

Date: 17.12.2018

Tender Notification

The Jharkhand State AIDS Control Society, Purulia Road, Ranchi hereby invites separate technical and price bids (Two Cover System) from the registered and eligible firms for **Rate Contract for supply of different kinds of printed materials**. The Blank tender documents with detailed conditions can be obtained through web site <http://jsacs.org.in>.

| Sl. No | Particulars | Details |
|--------|--|--|
| 1 | Name of Work | Rate Contract for different kinds of printed materials. |
| 2 | Time of Completion | As mentioned in Tender Document |
| 3 | Publication Date of Tender on website | 20.12.2018 |
| 4 | Pre-Bid Meeting Date/Time | 24.12.2018 at 11.30 A. m |
| 5 | Date & time for receipt of bid at JSACS Office | 03.01.2019 at 3.00 P.M. |
| 6 | Date & time of opening of Technical bid at JSACS Office | 03.01.2019 at 4.00 P.M. |
| 8 | Tender document fee (Non-refundable) | 500.00 (Five Hundred only) |
| 9 | Earnest Money Deposit (EMD) | 5,000/- (Five thousand only) |

Sd/-
Project Director
Jharkhand State AIDS Control Society

TENDER FOR: - Rate contract for Supply of different kind of printed material.

DETAILED TENDER NOTICE

- a) **Tender reference No** : 05/JSACS/2018-19
- b) **Tender fee**: 500/- (five hundred) in form of demand draft in favour of "Jharkhand State AIDS Control Society", Payable at Ranchi, it should be attached with technical bid of tender document.
- c) **Earnest Money deposit**: 5,000/- (Five thousand only) in form of demand draft, in favour of "Project Director Jharkhand State AIDS Control Society", Payable at Ranchi. It should it should be attached with technical bid of tender document.
- d) **Pre bid meeting** : 24.12.2018 at 11.30 A.M. JSACS Conference Hall
- e) **Date/time for receipt of bids** : 24.12.2018 to 03.01.2019 by 3.00 P.M.
- f) **Last date for receipt of Tenders** : 03.01.2019 by 3.00 P.M.
- g) **Date & time of Opening Technical bid** : 03.01.2019 at 4.00 P.M.
- h) **Place of opening of tenders** :
Office of the
PROJECT DIRECTOR,
Sadar Hospital Campus,
Purulia Road, Ranchi.

Note: The purchase committee reserves the rights to reject or make the necessary changes. The same shall be informed to the tenderer as and when required.

General Tender Terms & Condition

A. Mode of Submission of Tender

Tenders must be submitted in two different parts –

1. Technical Part
2. Financial Part

Technical Part: a. Documents submitted with Technical part as given in (**Annexure-A**). All the information given in the **Annexure-A** must be supported by authenticated documents. The duly filled format along with all the supporting documents & original tender form with seal & signature on each page should be submitted. The **technical proposal should be serially numbered and should be mentioned in given format (without numbered pages will invite rejection of tender**

b. Attach relevant document & details of firm regarding annual turnover certified by competent authority for the previous year financial details. Minimum annual average Turn Over should not be less than 10 Lakhs in recent consecutive 03 financial years & other requirement can be seen in **Annexure-A**.

Financial Part: a. Financial part must be submitted in given **format** in Financial Bid (**Annexure-B**). The duly filled format **signing each paper** by the bidder will form the financial part. Serial numbers in **Annexure-B** are not allowed to change at bidder's end.

b. The tenderer should quote the rates (in Rupees only) (GST extra) on door delivery basis to the consignee's destination. There will not be any price negotiations after opening of envelop No.2 (Financial bid) except with the lowest 1 (L1), if required. Hence all the tenderers are required to quote their most competitive rates.

B. Other Terms and Conditions:-

1. Tenderer must be registered with the Sales Tax Department in Jharkhand and have current sales tax clearance certificate.
2. No Advance payment will be made to the successful bidder.
3. The tender will be valid for a period of **18 months** from the date of the finalization of the tender or till the finalization of next rate contract.
4. The rates quoted in the financial part should clearly be in figures & words. In situation of any confusion the rate quoted in the words or purchase committee decision will be taken as rate quoted by the company.
5. Sales tax registration certificate/GST/TIN Allotted Certificate Govt. of Jharkhand
6. PAN card (Photocopy)
7. Minimum turnover - 10 lakhs in last 3 financial years certified from Chartered Accountant.
8. The Bidder firm should have own printing press & composing facility. Bidder having printing press located at Ranchi will be given priority.
9. Undertaking as per enclosed Performa on Page No 07.

10. Undertaking, stating that firm has never been black listed in the Govt. Institutions.
11. Work Orders of similar work from other Health Institution.
12. Timely supply certification from other Institution.
13. The payment will normally be made within two months after the receipt of Material / goods as per ordered specification in right quality and right quantity. TDS will be deducted directly from the bill amount as per government rules.
14. In the event of the order being placed against any of the tenderers and if the tenderer fails to supply materials / items according to the terms and conditions of acceptance of Tender, the PROJECT DIRECTOR, JSACS, Ranchi shall be entitled to purchase such items from any other source and at such price as the undersigned shall be in his sole discretion, thinks fit.

If action as stipulated above is to be taken:

- a) The offer of the defaulting contractor will not be considered.
- b) The defaulting contractor will be penalized to the extent of the difference in the rates.
- c) If the defaulting contractor fails to pay the penalty, he will be Black listed by the PROJECT DIRECTOR, JSACS, Ranchi and information will be send to all Departments of Government of Jharkhand/Central

The Price bid should be submitted in a sealed envelope super- scribing on the envelope " PRICE BID " mentioning name of the tender and the name of tenderer.

15. Supplier has to submit quality test certificate at the time of delivery which must be issued by government/Authorized Institute as specified in tender documents.
16. In case of late supply as per scheduled order, supplier will be charged penalty @ 0.5 % per week. One day delay will be treated as a week. Maximum penalty will be 10%.The deduction will be made from the current bill.
17. The Quantity of items may be exceed up to 50%, if required.
18. Printer should have at least one functional multi colour offset printing machine at their factory/Workshop if applying for multi colour printing materials.

TENDER DOCUMENT

TENDER NO.: 05/JSACS/2018-19



JHARKHAND STATE AIDS CONTROL SOCIETY

Department of Health & Family Welfare

Govt. of Jharkhand

Office of the

PROJECT DIRECTOR

Sadar Hospital Campus, Purulia Road, Ranchi

Tel. No :- 0651 – 2211018 Fax :- 0651 – 2211018

(FINANCIAL PART)

Rate contract for Designing & printing on paper, flex different kind of printed materials required in JSACS for IEC/Booklets etc.

NAME OF FIRM:-

Bid No.

Annexure-B

| S.No. | Brief Description of Goods | Specification | Approx Qty | Rate Unit Cost GST Extra |
|--------------|---|--|-------------------|---------------------------------|
| 1. | Patient Booklet (Green Booklet) | Cover page :- 120 GSM Glossy Paper (Green) Inner Page:- 100 GSM Maplitho Paper (white) Paper size – 21 x15 cm Colour – Single Color Printing – Both Sided No. of pages- 20 Binding – Simple stapled Language – English, Hindi Design – Provided by JSACS. | 10,000 pcs | |
| 2. | CST Register (6 types each eight pieces) | Paper – Ledger paper, Light green GSM – 75GSM Size – A 4 Colour – Single Color Design – Provided by JSACS | 48 pcs | |
| 3. | CST Register (14 types each type 15 pieces) | Paper – Ledger paper, Light green GSM – 75GSM Colour – Single Color Printing – Both Sided Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS Number of pages - 200 | 210 Pc | |
| 4. | ICTC Register 1 Types | Paper – Ledger paper, Light green GSM – 80 GSM Paper size – 21 x 32 cm Colour – Single Color Printing – Both Sided Binding– Swing, 4 mm hard board binding with cover page and first page single page side printing Design – Provided by BSD JSACS. Number of page – 200 page | 300 pcs | |
| 5. | EIC Card | Paper – Century Board paper GSM – 300 GSM Paper size - 27 x 20 cm Double folded Colour – Single Printing – Single Sided Design – Provided by BSD JSACS. | 1000 Pcs | |
| 6. | PPTCT Beneficiary Card | Paper – Century Board paper GSM – 300 GSM Paper size - 27 x 60 cm Triple folded Colour – Single Printing – Both Sided Design – Provided by BSD JSACS. Packaging - Each pack contains 50 pcs | 2000 pcs | |

Signature and stamp of the Tenderer

FORMAT FOR UNDERTAKING
Undertaking to be Submitted on
NON-JUDICIAL- Stamp paper of Rs. 10/-

I/Wehereby declare that:-

1. I/We do hereby undertake that in the event of acceptance of our tender. I/We will supply the item at the quoted rates at the stipulated time as mentioned in the Terms & Conditions.
- 2.
3. I/We have carefully have read and under stood the terms and conditions of the tender and we do hereby undertake to supply the items as per the terms and conditions.
4. Certified that.
This is a sole proprietorship firm and person signing the tender is the sole proprietor/constituted attorney of the sole proprietor.

OR

This is a sole partnership firm and the person signing the tender is a partner of the firm and he has authority to refer to the arbitration disputes concerning the business of the partnership by virtue of the agreements by virtue of general power of attorney.

OR

This is a company and the person signing the tender is the constituted attorney

Dated:

Signature and name of the Tenderer

Full address of the firm

The format should be essential to submitted as tender document in original”Technical Bid

Name of the Company/Firm :

Address for correspondence :

| Sl No | Name of Description | Yes/No | Supporting documents/ photocopy (document attached on page no) | For office Use |
|-------|--|--------|--|----------------|
| 1 | The Firm must be registered with Commercial Tax/VAT department for printing works for last 03 consecutive years. | | | |
| 2 | Current Sales tax clearance certificate | | | |
| 3 | Recent consecutive 03 Financial years Minimum annual Turn Over should not be less than average 10 Lakhs in related works | | | |
| 4 | Income tax return for last 03 years | | | |
| 5 | Minimum experience in similar field should be recent consecutive 03 Yrs. | | | |
| 6 | PAN No. | | | |
| 7 | Self Declaration certificate for not being black listed with any Govt. Organization | | | |
| 8 | Telephone No & Fax No. | | | |
| 9 | Contact No/ Mobile No. | | | |
| 10 | Earnest money deposit 5,000/- in form of Account payee Bank draft | | DD No. Issuing Bank & Branch | |
| 11 | Proof of having composing & designing set up at their office | | | |
| 12 | Proof of having one functional multi colour Off set printing machine | | | |
| 13 | Any dispute arising shall be instituted in the court of competent jurisdiction situated in Ranchi Only. | | | |

Seal of the Company:

Signature of authorized official of the Company
Name:

Designation:

Date:

Place: