



Government of Jharkhand
JHARKHAND STATE AIDS CONTROL SOCIETY

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



Tender Notice No. 01/JSACS/2016-17

Date: 17.08.2016

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 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	18.08.2016
4	Pre-Bid Meeting Date/Time	26.08.2016 at 11.30 A. m
5	Date & time for receipt of bid at JSACS Office	01.09.2016 at 2.00 P.M
6	Date & time of opening of Technical bid at JSACS Office	01.09.2016 at 3.00 P.M
7	Contact no. of procurement person	0651 – 2211018
8	Tender document fee (Non-refundable)	500.00 (Five Hundred only)
9	Earnest Money Deposit (EMD)	20,000/- (Fifty thousand only)
10	Helpline number of procurement cell	Fax :- 0651 – 2211018

Sd/-
Project Director
Jharkhand State AIDS Control Society

TENDER FOR THE SUPPLY OF: - Rate contract for different kind of printed material.

DETAILED TENDER NOTICE

- a) **Tender reference No** : 01/JSACS/2016-17
- b) **Cost of tender fee**:500/- (five hundred) in form of demand draft in favour of "Project Director Jharkhand State AIDS Control Society", Payable at Ranchi, it should reach before date & time of tender opening at under signed office.
- c) **Earnest Money deposit**:20,000/- (Twenty thousand only) in form of demand draft, in favour of "Project Director Jharkhand State AIDS Control Society", Payable at **Ranchi**. It should reach before date & time of opening tender at under signed office.
- d) **Pre bid meeting** : 26.08.2016 at 11.30 A.M JSACS Conference Hall
- e) **Date/time for receipt of bids at JSACS** : 18.08.2016 to 31.08.2016 to by 5.00 P.M
- f) **Last date for Submission of Tenders** : 01.09.2016 at 2.00 PM
- g) **Date & time of Opening Technical bid** : 01.09.2016 at 3.00 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. The **technical proposal should be serially numbered and should be mentioned in given format (without numbered pages will be cause of 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 see 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) **inclusive all taxes** 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.
4. The rates quoted in the financial part should clearly 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/ 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 12.
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. N/A

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: 01/JSACS/2016-17



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 as per Bid Document	Approx. Qty.	Specification after pre bid meeting
1.	Posters	Paper – Cromo ART Paper, Glossy GSM – 120 GSM Paper size - 17" X 22" (inch) Colour – Multi Color Printing – Single Sided Language – Hindi, English Design – Provided by JSACS. Back Side Gumming- Top 1.5" x 17" inch & Bottom 1.5" x 17" inch Packet - Each pack contains 500 pcs Shrink Wrapping Types of Poster- Approx. 11 Types	13,000 pcs	Paper- ART paper Glossy Qty (10 x 1000) & 1 types of 3000 pcs
2.	Pamphlets	Paper – ART Paper GSM – 90 GSM Paper size – 8.5" X 7.5" (inch) Colour – Multi Color Printing – Both Sided Language – Hindi, English Design – Provided by JSACS. Packaging - Each pack contains 500 pcs Shrink Wrapping Types of Pamphlets- Approx. 10 Types	2,00,000 Pcs	Types of Pamphlets- 20
3.	Booklet	Paper – ART Paper GSM – 70 GSM Paper size - 4.25 x 5.5 inch Colour – Multi Color Printing – Both Sided Language – Hindi, English Design – Provided by JSACS. Packaging - Each pack contains 500 pcs Shrink Wrapping Stitch - Centre stitch with copper pin. Number page - 24.	10,000 Pcs	No Change
4.	Booklet Piano Card	Paper – ART paper Paper GSM/ size – 220 GSM (Cover page size 5 x3.25inch) Paper GSM/ size – 100 GSm (Inner page Size- 21.5x4 Inch) Colour – Multi Color Printing – Both Sided Language – Hindi, English Design – Provided by JSACS. Packaging - Each pack contains 100 pcs (Shrink Wrapping) Stitch type – Piano card Number page – 18 (including cover page).	27,000 Pcs	Paper GSM/ size – 220GSM (Cover & Back cover page size 5 x3.25inch)
5.	Flip Chart	Paper – Art Board GSM – 300 GSM Paper size – 28 x 21 c.m Colour – Multi Color Printing – Both Sided Language – Hindi Design – Provided by JSACS.	250 Pcs	No Change

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
		Packaging - Each pack contains 10pcs Stitch type – Wiro Binding On 29.5 C.M Side With Stand Number page – 20 (including cover page). Note - The stand size should be as per requirement for proper display. Approx 5 types		
6.	Newsletter Quarterly	Paper – ART Board GSM – 170 GSM Paper size - 21 x 28 C.m Colour – Multi Color Printing – Both Sided Language – Hindi, English, Regional Language Design – Provided by JSACS. Packaging - Each pack contains 100pcs Number page – 4.	1000 Pcs per quarter	No Change
7.	Banner	Designing & Supply of banners on good quality front lit Flex – Minimum 300 GSM with Multicolor solvent based printing [minimum 6 pass]with rivets/ Eyelet at four ends Design – Provided by JSACS. Size – Different size	As per requirement	No Change
8.	Certificate	Paper – Art Board GSM – 300 GSM Paper size - 21 x 28 c.m Colour – Multi Colour Printing – Single Sided Language – English, Hindi Design – Provided by JSACS. Packaging - Each pack contains 100 pcs	65,000 Pcs	No Change
9.	Sun Board	Sun board –2 mm Size - 45 cm x 30 cm Colour – Multicolor Printing – Single Sided, with 2 eyelet on top & Hanging facility Language – English / Hindi Design – Provided by JSACS. Packaging - Each pack contains 50 pcs	1500 Pcs	Sun board –3 mm Colour – Multicolor with Vinyl pasting
10.	Referral slip STI/RTI	Paper – Maplitho GSM –75 GSM Paper size - A4 Colour – Single colour Printing – single sided Language – English Design – Provided by JSACS. Packaging - Each pack contains 100 pcs	950 pad	GSM- 80

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
11.	STI Register 3 Types (Each Type 150 Pcs)	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	450 pcs	GSM- 80
12.	STI/ RTI patient wise record Register	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	400 pcs	GSM- 80
13.	Patitent Treatment Record (White Card)	Paper – 3 Fold Century Board paper Size- 31 x 23 cm GSM – 300 GSM Colour- White Inner Pocket-1 (Size- 12 x 20 cm) Printing – Both Sided Language – English Design – Provided by JSACS.	14000 pcs	No Change
14.	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.	14000 pcs	No Change
15.	Patient Visit Register	Paper – Ledger paper, Light green GSM – 80 GSM Paper size – 29 x 21 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	100 pcs	No Change

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
16.	CST Register 10 Types (Each Type 100 pcs	Paper – Ledger paper, Light green GSM – 80 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	1000 pcs	No Change
17.	CST Register 3 types (Each Type 50 pcs	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	150 pcs	GSM -80
18.	CST 2 types of Form (Each Type 200 pad)	Paper – Maplitho GSM – 75 GSM Paper size - A4 Colour – Single Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	400 Pad	GSM -80
19.	Referral of PLHIV Form Nodal ART Centre to Linc ART Centre	Paper – Maplitho GSM – 75 GSM Paper size - A4 Colour – Single Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	1500 Pad	GSM -80
20.	ICTC Register 3 Types Each Type 350 Pcs) & one Type 200 pcs	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	900 pcs	GSM -80

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
21.	ICTC Register 2 Types (Each Type 200 Pcs)	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 32 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	400 pcs	GSM -80
22.	ICTC Register 2 Types (Each Type 350 Pcs)	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 21 x 32 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	700 pcs	GSM -80
23.	Stock Register	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 21 x 32 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Swing binding Number of page – 200 page	200 pcs	GSM -80
24.	ICTC to ART Referral Form	Paper – Maplitho GSM – 75 GSM Paper size - A4 Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	100 pad	GSM -80
25.	ICTC to STI Referral Form	Paper – Maplitho GSM – 75GSM Paper size - A4 Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	300 Pad	GSM -80

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
26.	RNTCP to ICTC Referral Form to STI Referral Form	Paper – Maplitho GSM – 55 GSM Paper size - 17 x 21 cm With Triplicate & auto Inking (Self Carbon paper) Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 sets in triplicate	1500 Pad	No Change
27.	RNTCP to ART Referral Form	Paper – Maplitho GSM – 75 GSM Paper size - A4 Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	400 Pad	GSM -80
28.	Consent Form for HIV testing	Paper – Maplitho GSM – 75 GSM Paper size - A4 Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 pcs	1500 Pad	GSM -80
29.	HIV testing Reporting Pad (Duplicate with self inking)	Paper – Maplitho GSM – 55 GSM Paper size - 19 x 25 cm (Duplicate With auto Inking) Colour – B/W Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 100 sets in duplicate	2500 Pad	No Change
30.	TRRF Form (Triplicate with self inking)	Paper – Maplitho GSM – 55 GSM Paper size - 19 x 25 cm (Triplicate With auto Inking) Colour – Single Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 50 sets in triplicate	150 Pad	No Change
31.	Specimen Checklist (EID) Triplicate with self inking)	Paper – Maplitho GSM – 55 GSM Paper size - 19 x 25 cm (Triplicate With auto Inking) Colour – Single Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each Pad contains 50 sets in triplicate	150 Pad	No Change

S. No	Brief Description of Goods	Specification as per Bid Document	Approx. Qty.	Specification after pre bid meeting
32.	EIC Card	Paper – Century Board paper GSM – 300 GSM Paper size - 21 x 28 c.m Colour – Single Printing – Single Sided Language – English Design – Provided by JSACS. Packaging - Each pack contains 50 pcs	500 Pcs	No Change
33.	EIC Register	Paper – Ledger paper, Light green GSM – 75 GSM Paper size – 29 x 41 cm Colour – Single Color Printing – Both Sided (Inner page) Binding– Hard board binding, 4 mm. Language – English Design – Provided by JSACS. Stitch type – Perfect Bind Number of page – 100 page	100 pcs	GSM -80

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. 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.
3. 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 an 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 20,000/- 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: