



DISTRICT PROGRAMME MANAGEMENT UNIT (DPMU)  
NATIONAL HEALTH MISSION (NHM)



**Tender Call Notice for IEC/BCC**

Sealed quotation are invited from interested firms/suppliers/NGOs having adequate experience in taking up work for printing and supply of IEC/BCC materials and installation of hoardings and other materials for the year 2019-20 to Puri District as per specification in tender paper along with terms & condition will be available in the district website [www.puri.nic.in](http://www.puri.nic.in). The bid document should reach to the O/o the undersigned latest by 17-12-2019 up to 5 PM through Speed post/Registered post only & it will be opened on 18-12-2019 at 11.00 am. The authority reserves every right to accept or reject any / all bids without assigning any reason thereof. The authority will not be held responsible for any postal delay.

Sd/-

CDM&PHO-cum- District Mission Director, Puri.

Yours faithfully,

Chief District Medical & Public Health Officer.

## TENDER CALL NOTICE FOR IEC MATERIALS

### TERMS AND CONDITIONS

Terms & Conditions		Documents to be Submitted
1	Tender application fee	Rs 3,000/- (Three Thousands) DD in favour of ZSS-MISC, A/C, Puri (non-refundable). Tender paper will be available at district website <a href="http://www.puri.nic.in">www.puri.nic.in</a>
2	The organization should be a bonafide registered body	Registration certificate.
3	The organization should be a PAN, GST registration	Photo copy of PAN, & up-to-date GST registration certificate
4	Annual turnover of the bidder must be $\geq$ 30 Lakhs in each year for last three preceding years. (2016-17, 2017-18 & 2018-19)	Audited Balance Sheet & P&L account of last three Consecutive year i.e 2016-17, 2017-18 & 2018-19
5	Experience certificate in shape of supply orders to Govt Sector in last 3 financial years.	Photo copy
6	<ul style="list-style-type: none"><li>The organization will have to submit the Affidavit with following clause:-</li><li>It has not been blacklisted by any Government Organization</li><li>The organization does not have any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law.</li><li>The CDM&amp;PHO Office will have no liability regarding transportation, loading and unloading of material and all the material ordered for shall be delivered at the designated place ( S/C, PHC, CHC &amp; DHH) as per order without deviation in good condition and fixing the material at institution level. The defective or damaged printed material if any will be replaced by the Organization.</li><li>That the organization agrees to abide by all terms &amp; conditions of tender.</li></ul>	Affidavit – in non judicial stamp paper amount at Rs 20/-

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	<ul style="list-style-type: none"> <li>The organization will quote prices inclusive of all taxes.</li> </ul>		
7	Tender must be accompanied by EMD of Rs.10, 000/- (Ten Thousands)by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of ZSS –Misc A/C payable at Puri. Tenders if not accompanied by EMD will not be considered. EMD of unsuccessful Tenders will be returned without interest on finalization of bid. EMD of successful tendered will be retained & will be refunded on successful completion of the job without interest.	Demand	Draft
8	Conditional Tenders are liable to be rejected. In the event of acceptance, CDM&PHO decision will be final. The tender, which is not as per our required specifications, will not be considered.		
9	If the successful bidder fails to supply within the stipulated period as mentioned in work order, liquidated damage @ 0.5% of the tender value, per week of delay shall be deducted from the final payment. Deduction shall be made till 2% of purchase order rate. If the bidder still fails to supply his order stand cancelled and EMD money will be forfeited. In case of emergency for delivering any activity in campaign mode the bidder must respond the term and condition of the work for immediate execution of the said specific activity. .		
10	The CDM&PHO will not pay any advance payment to the organization. The organization 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 that regard.		
11	All information, documents and data coming in the possession of the organization as a result of execution of the job shall at all time remain the property of the CDMPHO, Puri. The organization shall not make or allow any of his employee or agents etc. to make an unauthorized copy, use, access or other utilization of this material commercially or otherwise, directly or indirectly except as agreed to by the Office. The organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.		
12	Bidder must have sound knowledge of printing. The authority who assigns the work is no way responsible for any deviation made by the supplier in this regard.		

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13	The cost towards the testing of sample will be borne by the successful bidder	
14	The CDM&PHO reserves every right to accept or reject any or all the tenders without assigning any reasons whatsoever.	
15	Under no circumstance the organization will 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 EMD, security deposited by the organization shall be forfeited.	
16	Rates quoted against this tender enquiry shall remain valid for one year after publication of approved rate. No request for increase in rates, if any, will be allowed or entertained during this period.	
17	The head of the organization (bidder) should submit an authorization and specimen signature of their authorized signatory.	Letter of Authorization.

**NB:-** The technical bid in sealed envelope cover "A" and financial bid in sealed envelope cover "B" should be kept in another cover mentioning the Tender for printing of IEC/BCC materials and installation of hoarding .

*Handwritten signature*  
22/11/2015

TENDER FORM (Part -1)

Technical Bid

1	Name of the Organization	
2	Registered Address	
3	Office address at Puri (If available)	
4	Name of authorized signatory <b>(in capital letters)</b>	
5	Authorization and specimen signature of the authorized signatory	
6	Telephone number of authorized signatory / Organization	
7	Registration no (Attach registration certificate) .	
8	PAN & GSTIN copy.	
9	Type of firm	
10	Annual turnover for last 3 years 2016-17 2017-18 2018-19	
11	DD No. and date : <ul style="list-style-type: none"><li>• Tender application fee of Rs3000/-</li><li>• EMD of Rs 10,000/-</li></ul>	

  
21/4/2015

12	<p>Affidavits:</p> <ul style="list-style-type: none"> <li>• The organization will have to submit the Affidavit with following clause:-</li> <li>• It has not been blacklisted by any Government Organization.</li> <li>• The CDM&amp;PHO Office will have no liability regarding transportation, loading and unloading of material and all the material ordered for shall be delivered at the designated place in good condition and fixing the material at institution level. The defective or damaged printed material if any will be replaced by the Organization</li> <li>• That the organization agrees to abide by all terms&amp; conditions of tender</li> <li>• The organization will quote prices inclusive of all taxes.</li> </ul>	
13	Whether all documents submitted signed by the authorized signatory of the organization ( Yes/ No)	

Note: 1- The bidders must have their own High tech Printing & Binding machines.

2- Bidder must have executed at least one order in mentioned work

a-fixing of hoarding b- printing of Tin plate c- Signage d- standee e- Poster printing, Leaflet, Fabric Cloth Printing , Wall painting , Display board, Branding, TATA ACE( publicity Van) the year or previous year in Govt. Sector or PSU.

3- Sample of the materials as per quality and specifications should be submitted by the selected supplier to this office at the time of opening of bid.

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22/4/2019

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and 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 stage, the Firm/Agency will be blacklisted and will not have any dealing in future.

Place

(Signature and seal of the authorized person)

Date

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**TENDER FORM (Part -2)**

**Financial Bid**

Sl.No	Particulars	Specification	Rate should be quoted including of all taxes and any other expenses.
1	Hoarding	<p>Size level 16' x8'</p> <p><u>Specification</u></p> <p>Quality of surface angle frame using should good quality Joint 5" x2.5." Angle 3" x3" Angle 3" x3"</p> <p>Two deep concrete on each pole of the board along with supporting Iron angle. Frame should be Iron angle Best quality Fabric Cloth with digital multicolor printing is to be pasted on the frame. Fabric cloth should be fixed through iron pipes and GI wires Height of the hoarding would be 5 feet height from ground level</p>	
2	Hoarding	<p>Size level 6' x10'</p> <p><u>Specification</u></p> <p>Quality of surface angle frame using should good quality Joint 4" x2." Angle 3" x3" Angle 2" x2"</p> <p>Two deep concrete on each pole of the board along with supporting Iron angle. Frame should be Iron angle Best quality fabric cloth with digital multicolor printing is to be pasted on the frame. Fabric cloth should be fixed through iron pipes and GI wires Height of the hoarding would be 5feet height from ground level</p>	
3	Tin plate	2'x3'=6 square feet Multicolor	
4	Tin plate	2'x3'=6 square feet Black & white	
5	Signage	Size 1.5 feet X1 feet=1.5.sq.feet	

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6	Standee	Width: 3feet with Aluminum Base Height: Flexible Aluminum rod extendable maximum up to 6 feet height. Fabric cloth : 3feet x5feet	
7	Poster	Size ( 44cmx 56cm) process multicolor, paper 130GSM Art paper ,fixing with adhesive double side gum in the back side of the paper	
8	Poster	poster of size 19'x14' containing visual and message	
9	Swasthy kantha Poster & Calendar	<b>Poster</b> Size ( 44cmx 56cm) process multicolor, paper 130GSM Art paper ,fixing with adhesive double side gum in the back side of the paper <b>Calendar</b> Size-75CMX50CM, Process-Multicolor (Four color), paper 170GSM Art paper, Fixing with adhesive double side Gum tape in the back side of calendar and (12 nos poster and one calendar to be rolled for each GKS.)	
10	Poster	Size ( 45.5cmx 59cm) process multicolor, paper 130GSM Art paper ,fixing with adhesive double side gum in the back side of the paper	
11	FAQ	FAQs with Colored page(6 to 8)	
12	ASHA Folder	Size 22cmx 14cm pages 4nos ( 2 folder) Process multicolor ,paper 220GSM art paper	
13	Leaflet	Size ( 22cmx28cm), process, multicolor 90 GSM Art paper	
14	Leaflet	Size ( 22.5cmx28.5cm), process, multicolor 80 GSM Art paper	
15	Leaflet	Size ( 22.5cmx28.5cm), process, multicolor 90 GSM Art paper	
16	Banner fabric cloth (multicolor)	Fabric cloth Banner ( Multicolor)Per Square feet	
17	Fabric cloth banner for hoarding	Multicolor Banner for existing Dynamic Hoarding with fixing & transportation per square feet.	
18	IEC -Folder	Paper 220GSM, Art paper Size 14CMx 22CM, 4 pages , process multicolor	
19	Wall painting	Color used in –Multicolor Enamel paint with water proof ( per Square feet)	

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20	Display Board	Size 3'x2' sun Board/Thickness-3mm sun board/Eco solvent vinyl print/ fixing	
21	Display Board	Size 3'x2' Iron Gauze bar 20 gauze 1"x2" / printing message on fabric cloth & fastening them/ print quality froth lit flex/ fixing & transportation.	
22	TATA ACE Publicity Van For 7 days	1- Hired charges of vehicle per day including DOL/POIL , laboring charges of driver per day, arrangement mike set along with sound system and labour charges of operator per day	
		2- Decoration of publicity van with fixing of fabric cloth hoarding in front , back & both side as per prototype.( Once)	
		3- Decoration by flowers cost (Once)	
		4- Documentation of events from inauguration to end of self activity in shop and hard copy of quality photograph	
23	Branding	Size 3'x2' Sun Board, Thickness-3MMSun Board, printing process-Eco Solvent Vinyl print.	
24	Reporting format	A4 Size ( Black and white )	
25	Hand out	Multicolor per page	
26	Hand out	Black & white per page	
27	HMIS reporting format-SC	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 100 pages(single side printing); Printing Type : <b>Single side, Black</b> Paper Quality: 70 GSM White Maplitho paper; Binding Type : Top Pad binding , printed cover page mentioning month, year, name of the Sub centre with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	
28	HMIS reporting format-PHC(N)	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the PHC(N)with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	

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 22/11/20

20	Display Board	Size 3'x2' sun Board/Thickness-3mm sun board/Eco solvent vinyl print/ fixing	
21	Display Board	Size 3'x2' Iron Gauze bar 20 gauze 1"x2" / printing message on fabric cloth & fastening them/ print quality frof lit flex/ fixing & transportation.	
22	TATA ACE Publicity Van For 7 days	1- Hired charges of vehicle per day including DOL/POIL , laboring charges of driver per day, arrangement mike set along with sound system and labour charges of operator per day	
		2- Decoration of publicity van with fixing of fabric cloth hoarding in front , back & both side as per prototype.( Once)	
		3- Decoration by flowers cost (Once)	
		4- Documentation of events from inauguration to end of self activity in shop and hard copy of quality photograph	
23	Branding	Size 3'x2' Sun Board, Thickness-3MMSun Board, printing process-Eco Solvent Vinyl print.	
24	Reporting format	A4 Size ( Black and white )	
25	Hand out	Multicolor per page	
26	Hand out	Black & white per page	
27	HMIS reporting format-SC	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 100 pages(single side printing); Printing Type : <b>Single side, Black</b> Paper Quality: 70 GSM White Maplitho paper; Binding Type : Top Pad binding , printed cover page mentioning month, year, name of the Sub centre with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	
28	HMIS reporting format-PHC(N)	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 100 (single side printing); Printing Type : Single side, Black Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the PHC(N) with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	

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29	HMIS reporting format- CHC/DHH	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 120 (single side printing); Printing Type : <b>Single side, Black</b> Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the CHC/DHH with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	
30	Reporting format	A3 Size ( Black and white ) both side print	
31	Due list cum Tally sheet	Unit: single; Paper Size: A3; No. of sheets: 1; Printing Type: single side, Paper Quality: 70 GSM White paper.	
32	Register	<b>Unit: Booklet;</b> Paper Size : A4; No. of sheets : 120 (single side printing); Printing Type : <b>Single side, Black</b> Paper Quality : 70 GSM White Maplitho paper; Binding Type : Top Pad binding printed cover page mentioning month, year, name of the CHC/DHH with hard straw board on back side; Cover Page : 1 colour cover page of 70 GSM; One original and duplicate should be mentioned at the right hand top corner. The original copy should have a provision for a dotted line which should be tearable.	

**Terms and conditions of financial Bid**

- All the Estimated cost per hoarding @ Per Square feet .& Should cover the cost of materials tax, transportation, erection; mounting and one year annual maintenance cost (AMC) etc. for any shape of hoarding.
- Agency will be responsible for all type of transportation, installation and mounting of Hoarding in different area as decided by the concerned authority.
- The agency will submit quality photographs (Two for each Hoarding) with clearly mentioning locations and date of mounting at the back side of the photograph.
- Name of the agency In a small tin plate to be fixed behind the hoarding for proper identification of the hoarding.
- The rate is valid for 1 year.
- Any cutting / overwriting in the quoted figures will amount to disqualification of the bid

**NB 01.** Rates should be quoted inclusive of cost of sheet, printing, pasting, transportation at the designated place, fixing, designing, DTP as per specifications & also inclusive of GST & other taxes as applicable.

**02-** In case the size of the matter varies as specified above, the rate will be calculated proportionately with the quoted price of the item which resembles the most.

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03- The bidders applying for printing of leaflets and poster can add any other possible size of printing with single and multicolor printing.

04- While executing the work, the bidders will be required to obtain completion/execution certificate from the appropriate person at the point of work where ever applicable. Same should be submitted along with the bills, otherwise payment cannot be made.

Place  
Agency)

(Signature and seal of the authorized

Date

Handwritten signature in blue ink, possibly reading '20/1/2' with a flourish.