



## ZILLA SWASTHYA SAMITI, PURI

O/o the Chief District Medical & Public Health Officer, Puri

Pin- 752001



No 2513

Date 29.07.24

### Tender Call Notice for supply of IEC & Printing Materials

Sealed tenders are invited from interested firms / Suppliers having adequate experience for supply of IEC and Printing Materials under NHM, O/o-CDM & PHO, Puri. The tender papers along with terms & conditions are available in the district website <https://puri.odisha.gov.in> . The bid documents should reach to the O/o the undersigned latest by dt.20.08.2024 by 5.30 PM through registered post/speed post/courier only & it will be opened on dt.22.08.2024 at 11 AM at DTU. The undersigned reserves every right to accept or reject any or all bids without assigning any reason thereof. The authority will not be held responsible for any postal delay. Any further communication in this regard will be hosted in website only.

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29/7/24

CDM&PHO-cum-District Mission Director, Puri

**TENDER CALL NOTICE FOR SUPPLY OF IEC & PRINTING MATERIALS**

**TERMS AND CONDITIONS**

Sl. No	Terms and conditions	Documents to be submitted
1	Tender Paper cost of <b>Rs. 3,000/-</b> (Rupees Three Thousand only) in shape of Bank Draft/ Bankers Cheque in favour of the <b>ZSS Non NRHM Fund A/C, Puri</b> payable at Puri. The Tender Paper cost is Non-Refundable and cannot be claimed by the tendering agency.	Bank drafts in favour of ZSS Non NRHM Fund A/C, Puri.
2	Registration certificate of the organization must be submitted by the agency.	Registration certificate
3	The organization must have a valid PAN and GST registration certificate along with latest GST return certificate.	Photo Copy of the PAN, GST registration certificate and GST return certificate.
4	The supplier shall have a minimum average annual turnover of Rs.10 Lakhs or more in the last three financial years i.e. 2020-21, 2021-22 & 2022-23.	Audited balance sheet of last three financial years i.e. 2020-21, 2021-22 & 2022-23.
5	The organization have not black listed by any government organisation.	
6	The organisation does not have any legal suit/ criminal case pending against it for violation of EPF, ESI or any other law.	
7	CDM & PHO, Puri have no liability regarding transportation, loading and unloading of material and all materials ordered for should be delivered at the designated place (SC/ PHC/ CHC/ UPHC/ DHH) in good condition and fixing the material at health institution level as stated above. The defective or damaged materials should be replaced by the organisation.	Affidavit in non judicial stamp paper of Rs.20/-.
8	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.	
9	EMD <b>Rs.30,000/-</b> (Rupees Thirty Thousand only - Refundable) in shape of Bank Draft / Bankers Cheque in favour of <b>ZSS Non NRHM Fund A/C, Puri</b> payable at Puri. The EMD of unsuccessful bidders will be	Bank drafts in favour of ZSS Non NRHM Fund A/C, Puri.



	returned without interest after finalisation of tender process. The EMD of the successful bidder will be retained as security deposit and will be refunded only after successful completion of one year from the date of finalisation of tender.	
10	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.	
11	CDM&PHO, Puri will not pay any advance to the organisation. The organisation will have to carry out the entire job on its own and the amount will be paid on satisfactory completion of entire job and submission of bill in that regard.	
12	The rate quoted shall be valid for one year from the date of finalisation of tender.	
13	Bidder must have sound knowledge of latest intellectual and properly right. The authority who assigns the work is no way responsible for any deviation made by the supplier in this regard.	
14	The Organization will quote prices inclusive of all taxes.	
15	Undertaking regarding agency will supply the stocks <b>within Seven days</b> after receipt of the Purchase Order from this office.	
16	There will be no cutting or over-writing in the quoted price provided by the Agency failing which that price will not be taken in to consideration. If it is found that the agency have supplied the materials or done the assigned work by deviating the specification, payment in that regard will not be released.	
17	The CDM & PHO reserves every right to accept or reject any or all the tenders without assigning any reasons thereof.	
18	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.	
19	In case the requirement differs from the actual size or number mentioned in the tender, the proportionate rate can be derived if other specifications are same/ similar.	



20	Signature from the Authority (Superintendent/ MO/ PHEO/ BPM/ BAM/ PHM) of the concerned Institution is to be obtained by the concerned agency for any type of work done at SC/ PHC/ CHC/ UPHC/ DHH level and submitted along with the bills in order to claim payment.	
21	The L1 bidder is bound to do the work irrespective of number of units/ size/ quantity.	

The bidders have to submit their tenders in two separate sealed envelopes (i.e. **Cover "A"-Technical Bid & Cover "B"- Price / Financial Bid**). Both the covers should be put into a third envelop **Cover "C"** which must be super-scribed as **Tender for "Supply of IEC & Printing material under NHM, Puri"**.



**Tender Form (Cover-A)**  
**Technical bid**

Name of the organisation :				
Address of the organisation :				
Sl. No.	List of Tender Documents Submitted	Yes	No	Page No./ No of Pages
1	Name and telephone number of Authorised signatory			
2	Cover "A"-Technical Bid			
3	Cover "B"- Price Bid			
4	Tender Paper cost of Rs. 3,000/- (Rupees Three Thousand only) in shape of Bank Draft/ Bankers Cheque in favour of the ZSS Non NRHM Fund A/C, Puri payable at Puri.			
5	Registration certificate of the organization			
6	PAN and GST registration certificate. (Last GST return challan)			
7	Audit report of last three financial years i.e. 2020-21, 2021-22 & 2022-23.			
8	Affidavit of the followings:  i) The organization have not black listed by any government organisation.  ii) The organisation does not have any legal suit/ criminal case pending against it for violation of EPF, ESI or any other law.  iii) CDM & PHO have no liability regarding transportation, loading and unloading of material and all materials should be delivered at the designated place (Consignee) in good condition and fixing the material at health institution level. The defective or damaged materials should be replaced by the organisation.			

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	iv) 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.			
9	EMD Rs.30,000/- (Rupees Thirty Thousand only - Refundable) in shape of Bank Draft / Bankers Cheque in favour of ZSS Non NRHM Fund A/C, Puri payable at Puri.			
10	Whether all the documents submitted, signed by the authorised signatory or not.			

**DECLARATION**

I/We hereby certify that the terms and conditions given with the tender notice have been read carefully and acceptable to me/ us and that the information furnished above are true and correct to the best of my/ our knowledge. I/ We understand that in case of any deviation / false information in the above statement at any stage, our Firm/ Agency will be blacklisted / debarred and will not have any dealing with your organization in future.

Place:

Date:

(Full Signature of the authorized signatory)

Mobile No:



## FINANCIAL BID "COVER-B"

### LIST OF TENDER ITEMS

Sl. No	Name of the Item	Specification	Unit Measurement	Quoted Price (Including all Taxes)
1	Banner (Fabrics)	Size: As required in sq. Ft., Process: Multi Colour, Banner with 4 Aluminium eye lights for tying & Hanging	Per Sq. Ft.	
2	Banner (Flex)	Size: As required in sq. ft. Process: Multi Colour, Banner with 4 Aluminium eye lights for tying & Hanging	Per Sq. Ft.	
3	Print & Display of Flex Banner	Size: As required in sq. ft. Process: Multi Colour, Printing of Flex Banner & fitting/ pasting/ fixing it in the stall, stage etc.	Per Sq. Ft.	
4	Standee Banner	Size: As required in sq. ft. Process: Multi Colour, Printing of Flex Banner & pasting/ fixing it in the iron frame of the Standy in the Institution	Per Sq. Ft.	
5	Wall painting	Painting should be done with enamel different colours, The painting must be clearly visible and easily readable on the wall, Painting must be weather proofed, Size= As required in sq. ft. Rate should be quoted on the basis of Squire Feet size, Places: DHH/ CHC/ PHC/ HWC/ SC/ Village The quoted rate should be inclusive of all charges.	Per Sq. Ft.	
6	Erection of New Hoarding	Size: 20' X 10' 16' X 8' 10' X 6'	<u>Per Unit:</u> 20' X 10' :	
		Quality of surface Iron Angle frame using should be of good quality;	<u>Per Unit:</u> 16' X 8' :	

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		<p>Joist-5"x2.5"  Angle-3"x3" (Outer angle)  Angle-2"x2" (Inner angle)  Three feet deep concrete on each pole of the board along with supporting iron angle, Frame should be Iron angle, Banner (Fabrics) should be best quality with digital multi-coloured printing,  Banner (Fabrics) should be fixed by Iron pipes and GI wires,  Structure of the hoarding will be 5 feet height from ground level,  The quoted rate should be inclusive of all charges, All the estimates per hoarding should cover the cost of the material, tax, transportation, erection, mounting and one year annual maintenance cost (AMC) etc.</p>	<p><u>Per Unit:</u>  10' X 6' :</p>	
7	Mini Hoarding	<p>Display Area: <u>4' X 3' / 8' X 4'</u>  Display Material: ACP Sheet pasted with 4 process printed retro-reflective sheeting of white/ blue colour or printed vinyl pasting or printed fabric media or 18 gauze printed tin plate or tin plate with fabric pasting.  Total Height from Inside of the Ground: 8 ft, 3"L iron angle/ 3 inch steel pipes for both side (2"L iron angle or steel square pipe should be used.  Base (Inside Ground): 1.5 ft inside concrete cement.  Above Ground (Ground to Top): 6.5 ft.  Length: 4 ft/ 8ft L iron angle (2"L iron angle or 2" square steel pipes.</p>	<p><u>Per Unit:</u>  4' X 3' :</p> <p><u>Per Unit:</u>  8' X 4' :</p>	

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8	Change of Fabric Banner for existing dynamic hoarding	Size: As required in Sq. Feet, Process multi colour, fabric banner for existing dynamic hoarding with transportation and fixing, Banner (Fabrics) should be fixed by Iron pipes and GI wires.	16' X 8' :	
9	Change of Flex Banner for existing dynamic hoarding	Size: As required in Sq. Feet, Process multi colour, flex banner for existing dynamic hoarding with transportation and fixing, Banner (Flex) should be fixed by Iron pipes and GI wires.	Per Sq. Ft.	
10	Leaflet/Handout (Single side printing)	Process Multi Colour, Paper 90 GSM Art paper, It should contain different types of pictorial messages to be provided by this office, Rate should be quoted per piece, Size: 22cmx28 cm (Demy/4) The quoted rate should be inclusive of all charges.	Per Piece	
11	Leaflet/Handout (Both side printing)	Process Multi Colour, Paper 90 GSM Art paper, It should contain different types of pictorial messages to be provided by this office, Rate should be quoted per piece, Size: 22cmx28 cm (Demy/4) The quoted rate should be inclusive of all charges.	Per Piece	
12	Leaflet/Handout (Single side printing)	Process Multi Colour, Paper 90 GSM Art paper, It should contain different types of pictorial messages to be provided by this office, Rate should be quoted per piece, Size: 14cmx22 cm The quoted rate should be inclusive of all charges.	Per Piece	
13	Leaflet/Handout	Process Multi Colour,	Per Piece	

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	(Both side printing)	Paper 90 GSM Art paper, It should contain different types of pictorial messages to be provided by this office, Rate should be quoted per piece, Size: 14cmx22 cm The quoted rate should be inclusive of all charges.		
14	Poster	Process Multi Colour, Size:-56cm x 44 cm (Demy), Paper 130 GSM art paper, Adhesive gum in the back side of poster, Rate should be quoted per piece, The quoted rate should be inclusive of all charges.	Per Piece	
15	Health/ IEC Calendar (Small)	Size: 28cm x 44cm (Half Demy) No of Sheets in each Calendar: 10 sheets/ 20 pages, Both side printing, 130 GSM Art paper, Multi Colour Offset printing, Each sheet both side Glossy Lamination, Top Wire O with hanger	Per Calendar	
16	Health/ IEC Calendar (Big)	Size: 56cm x 44cm (Demy) No of Sheets in each Calendar: 10 sheets/ 20 pages, Both side printing, 220 GSM Art paper, Multi Colour Offset printing, Each sheet both side Glossy Lamination, Top Wire O with hanger	Per Calendar	
17	Sun Board	Size:- As required in sq. ft, Colour:- Multi-Colour, Thickness:- 3 MM Sun Board, Printing process:- Eco Solvent Vinyl print Fixing, Cost including transportation and fixing charges, Place of fixing: DHH/ CHC/ PHC HWC/ SC	Per Sq. Ft.	
18	Standee	Widths: 3 feet with Aluminum Base Height: Flexible Aluminium Rod extendable up to maximum	Per Unit	

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		6 feet height. Fabrics/ Eco friendly banner: 3feet x 5feet		
19	Standee	Iron bar 20 gauze 1" X 1" to be used for frame and base Frame Size: 5" X 3" Display area: 5" X 3" For base 2 Nos of Iron bar of size 2 feet length each to be fixed at both sides (Lt & Rt)	Per Unit	
20	Standee	Steel 20 gauze 1" X 1" to be used for frame and base Frame Size: 5" X 3" Display area: 5" X 3" For base 2 Nos of Steel bar of size 2 feet length each to be fixed at both sides (Lt & Rt)	Per Unit	
21	IEC folder	Open Size: 28 cm X 22 cm Close Size: 14 cm X 22 cm Single fold Four pages Process multi colour Paper 220 GSM Art paper	Per Folder	
22	Sticker (Small)	Size: 14 cm X 22 cm Paper: Sticker Paper with self adhesive Process: Multi Colour	Per Sticker	
23	Sticker (Medium)	Size: 28 cm X 22 cm Paper: Sticker Paper with self adhesive Process: Multi Colour	Per Sticker	
24	Sticker (Big)	Size: 44 cm X 28 cm Paper: Sticker Paper with self adhesive Process: Multi Colour	Per Sticker	
25	Tin Board/ Tin Plate	Size:- As required in sq. ft. Material:- Tin Board Printing process:- Multi colour Eco Solvent Vinyl print Fixing. Cost including transportation and fixing charges. Place of fixing: DHH/ CHC/ PHC HWC/ SC	Per Sq. Ft.	
26	Display board/Front Lit	Size: As required in sq. ft. Iron gauze bar 20 gauze 1" x 1" Print message on Eco friendly/fabric banner and pasting/ fixing them on the bar	Per Sq. Ft.	

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		Cost including transportation and fixing at the Institution as per Order		
27	Glow sign Board	Process: Multi Colour Light: LED Tube Frame: Square Zinc Rod covered with tin Cost including transportation and fixing	Per Sq. Ft.	
28	Canopy	Size: 6'X6'X7' (Lenth-6', Width-6', Height-7') Printing of Multi Colour Fabric Banner for back side: 6'X7' Printing of Multi Colour Fabric Banner for Top: 18'X1' (3 Sides) Printing of Multi Colour Fabric Banner for Bottom: 18'X1' (3 Sides) Aluminium Frame with transportation and installation.	Per Unit	
29	Publicity Van (TATA ACE)	Well decorated with fixing of ECO Friendly/fabrics hoarding in front, back & both side. Quality photographs of the activities	Per Unit (Fixed/ One time)	
		Arrangement of mike set/sound system/ Battery with it's hiring charges	Per day (Variable)	
		Hiring charges of vehicle without DOL/POL & with remuneration of driver & any other incidental expenditure	Per day (Variable)	
		DOL/ POL Charges i.e. Rate per 100 KM covered DOL/ POL charges for 100 KM on an average per day which will be calculated as per actual Kms covered. (100 KM is taken as a standard to arrive at L1 price)	Per 100 K.M. (Variable)	
<b>TOTAL</b>				
30		Arrangement of mike set/sound system/ Battery with it's hiring charges	Per day (Variable)	
		Hiring charges of Auto-Rickshaw without DOL/POL &	Per day (Variable)	

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	Miking Activity (Auto Rickshaw)	with remuneration of driver & any other incidental expenditure		
		DOL/ POL Charges i.e. Rate per 50 KM covered DOL/ POL charges for 50 KM on an average per day which will be calculated as per actual Kms covered. (50 KM is taken as a standard to arrive at L1 price)	Per 50 K.M. (Variable)	
		<b>TOTAL</b>		
31	Miking Activity (Battery Auto)	Arrangement of mike set/sound system/ Battery with it's hiring charges	Per day (Variable)	
		Hiring charges of Battery Auto & with remuneration of driver & any other incidental expenditure	Per day (Variable)	
		Rate per 25 KMs covered Charges for 25 KM on an average per day which will be calculated as per actual Kms covered. (25 KM is taken as a standard to arrive at L1 price)	Per 25 K.M. (Variable)	
		<b>TOTAL</b>		
32	Flip Book	220 GSM Art Paper Size: 22 cm X 28 cm Both side colour print Spiral Binding with base	Per Page: Spiral: Base: Total:	
33	Flip Book	220 GSM Art Paper Size: 44 cm X 28 cm Both side colour print Spiral Binding with base	Per Page: Spiral: Base: Total:	
34	Invitation Card	Size: 18 cm X 12 cm, Both side printing, Process: Multi Colour, Paper: Drawing Sheet	Per Card	
35	Health ID Card	Size: 12 cm X 9 cm, Both side printing, Process: Multi Colour, 220 GSM Art Paper	Per Card	
36	Badge	9 cm diameter, 220 GSM Art Paper & Outer ring with Ribbon	Per Badge	
37	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 50 sheets/ 100 pages, Both side printing, Cost including hard board binding charges	Each Register	
38	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 50 sheets/ 100	Each Register	

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		pages, Single side printing, Cost including hard board binding charges		
39	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 100 sheets/ 200 pages, Both side printing, Cost including hard board binding charges	Each Register	
40	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 100 sheets/ 200 pages, Single side printing, Cost including hard board binding charges	Each Register	
41	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 150 sheets/ 300 pages, Both side printing, Cost including hard board binding charges	Each Register	
42	Register	Paper Size: 32 cm X 21 cm (Close), 75 GSM, 150 sheets/ 300 pages, Single side printing, Cost including hard board binding charges	Each Register	
43	Register	Paper Size: 42 cm X 29 cm (Close), 75 GSM, 50 sheets/ 100 pages, Both side printing, Cost including hard board binding charges	Each Register	
44	Register	Paper Size: 42 cm X 29 cm (Close), 75 GSM, 50 sheets/ 100 pages, Single side printing, Cost including hard board binding charges	Each Register	
45	Register	Paper Size: 42 cm X 29 cm (Close), 75 GSM, 100 sheets/ 200 pages, Both side printing, Cost including hard board binding charges	Each Register	
46	Register	Paper Size: 42 cm X 29 cm (Close), 75 GSM, 100 sheets/ 200 pages, Single side printing, Cost including hard board binding charges	Each Register	
47	Register	Paper Size: 42 cm X 29 cm (Close), 75 GSM, 150 sheets/ 300 pages, Both side printing, Cost including hard board binding charges	Each Register	
48	Register	Paper Size: 42 cm X 29 cm		



		(Close), 75 GSM, 150 sheets/ 300 pages, Single side printing, Cost including hard board binding charges	Each Register	
49	Monitoring- Reporting format/ Tally Sheet/ Any Requisition Form/ IPD Ticket etc.	A4 size paper, 75 GSM, Single side printing	Each	
50	Monitoring- Reporting format/ Tally Sheet/ Any Requisition Form/ IPD Ticket etc.	A4 size paper, 75 GSM, Both side printing	Each	
51	Monitoring- Reporting format/ Tally Sheet etc.	A3 size paper, 75 GSM, Single side printing	Each	
52	Monitoring- Reporting format/ Tally Sheet etc.	A3 size paper, 75 GSM, Both side printing	Each	
53	Monitoring- Reporting format/ Tally Sheet/ OPD Ticket etc.	A5 size paper, 75 GSM, Single side printing	Each	
54	Monitoring- Reporting format/ Tally Sheet etc.	A5 size paper, 75 GSM, Both side printing	Each	
55	Note Sheet	A4 size paper, 80 GSM, Both side printing	Each	
56	HMIS Reporting Format Booklet	Paper Size: 32 cm X 21 cm, 75 GSM white Maplitho Paper, 100 sheets/ pages (Variable), Single side printing, black colour, Top pad binding, Printed cover page mentioning year & Name of SC/ PHC/ CHC/ DHH with hard straw board on back side, Colour cover page of 130 GSM, one original & one 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.	Per Booklet (100 Pages) (Variable)	
57	ASHA Incentive Voucher Booklet (Type-1)	Size: 32 cm X 21 cm (Close) Inner Page: 52 pages/ sheets, 75 GSM, Single side printing, Black & White Cover Page: Front & Back, Both	Per Booklet	

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		side printing, 130 GSM Art paper, Multi Colour, Glossy Lamination		
58	ASHA Incentive Voucher Booklet (Type-2)	Size: 32 cm X 21 cm (Close) Inner Page: 32 pages/ sheets, 75 GSM, Single side printing, Black & White Cover Page: Front & Back, Both side printing, 130 GSM Art paper, Multi Colour, Glossy Lamination	Per Booklet	
59	Documentation Booklet	90 GSM Glossy paper, Multi colour single side printing, Photographs printing with writing of Captions	Per 10 Pages (Variable)	
		90 GSM Glossy paper, Multi colour single side printing, Printing of Draft letter with DTP charges	Per 10 Pages (Variable)	
		Spiral binding	Per booklet (Fixed)	
		<b>TOTAL</b>		
60	New Hoarding (Single Pole)	Size of Hoarding: <u>8' X 4'</u> / <u>6' X 4'</u> Display Area:- <u>8' X 4'</u> / <u>6' X 4'</u> Quality of Surface Angel frame using should be of good quality Angel- 3" X 3" Angel- 2" X 2" Iron frame- 20 gauze Two feet deep concrete on single pole of the board along with supporting iron angle, Vinyl printing with pasting, Structure of the hoarding will be 6 feet height from ground level	Per Unit: 8' X 4' :  Per Unit: 6' X 4' :	

(Full Signature of the authorized signatory)

Mobile No:

