



Office of the CDM & PHO-cum District Mission Director, Jajpur  
**SHORT TENDER CALL NOTICE**

No 2090 Date 22.11.18

Sealed tenders are invited by the Zilla Swasthya Samiti, Jajpur from reputed parties/ firms/ Dealers/ suppliers dealing in specific goods/ items for empanelment and supply of different items to the office of undersigned for the current financial year 2018-19 as and when required within a stipulated time frame as per the supply order.

Types of Work: - 1-Fooding, 2-Printing, 3-Wall Painting, 4-Office Stationery, 5-Display Board & Signages and 6- Hoardings.

The detail regarding bidding format, terms and conditions may be download from District website i.e. www.jajpur.nic.in. The tenders should reach the office of the undersigned by 10.12.2018 (till 12:30 PM) through speed post or registered post only. The date of opening of tenders is as mentioned in the terms & condition.. The undersigned is not responsible for any kind of postal delay and reserves all rights to cancel any or all the tender at any stage of selection/finalization process without assigning any reason thereof. Any typographical error may be exempted.

Sd/-

C.D.M.& PHO cum District Mission Director  
Jajpur.

**Terms and conditions along with the format for participating in the Short Tender Notice**

**General (applicable for all)**

➤ **Date of Opening of Tenders :**

Srl. No.	Type of Works	Date of Opening	Place of Opening	Time of Opening.
1	Fooding	Dtd.11/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M
2	Office Stationary	Dtd.11/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M
3	Printing Works	Dtd.11/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M
4	Wall Painting	Dtd.12/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M
5	Display Board and Signages	Dtd.12/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M
6	Hoarding	Dtd.12/12/2018	Office of the Chief District Medical & PH Officer , Jajpur	11.30 A.M

**N.B: - The bidders those are interested for multiple supply have to submit separate Tenders/Bids with separate EMD with separate financial bid.**

- Bidder will have to submit the Self attested Xerox copy of GST, PAN in Technical Bid.
- The tender paper shall be submitted in two bid system i.e. Technical bid & price bid. The bidders are to submit their tender in separate sealed covered envelope super scribing Cover-A (Technical bid) and Cover-B (Price bid) and both the sealed covers should be put in third outer cover which should be super scribed as " ANNUAL TENDER UNDER NHM JAJPUR FOR THE YEAR 2018-19,.....(Mention type of work)".
- Document pertaining to experience in handling Govt. assignment may be submitted along with proposal.
- All the payments are to be made through PFMS only if order of this office is available duly countersigned by CDM&PHO / Wing officer.
- The Purchase committee reserves all the right to cancel fully or partly the quotation without assigning any reason thereof.

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- There shall not be any quality compromise on certain goods / items for which the selected bidders have to submit one undertaking to the undersigned in form of affidavit duly from the notary and all the bidders should submit their individual performance certificate from any Govt. organization they have supplied the goods except from ZSS , Jajpur.
- The tender shall remain valid for a period of one year from the date of publication approved list or publication of next approved list whichever is earlier and in no account any increase in price will be entertained till completion of tender period.
- The tender must be accompanied by EMD of 10,000/- in Technical bid by way of Demand Draft, drawn on any Nationalized / Scheduled Bank in favor of ZSS MISCELLANEOUS A/C payable at Jajpur. Tenders not accompanied by earnest money shall not be considered. EMD of unsuccessful tenderers shall be returned without interest on finalization of bid. EMD of successful tenderer will be retained & will be refunded on successful completion of the job without interest.
- The goods will be delivered in central store, the Office of the Chief District Medical Officer Jajpur or from the office where order is placed.
- Model copy of the material needs to be submitted on the date of opening of the technical bid except Wall painting and physical structure of the hoardings.
- The Price should be quoted excluding GST and including of freight & transportation charges.
- Goods will be supplied and served at the venue by own arrangement of the supplier.
- Regarding Food Supply Items for Training, Workshop & Meeting, in the price bid , the bidders are required to mention the quantity and items that can be supplied by them against different fixed rates (mention the quantity wherever they want to limit as per cost of the meal or Tiffin).
- Bidders can add any number of rows and columns to the format as per the requirement for better clarity of your products.
- Bidders are requested to fill up the price bid column which is applicable for them, other price bid column they may ignore.
- All legal disputes are subject to the Jurisdiction on Jajpur courts only.
- The financial bid shall be opened whose technical bid are found to be qualified.

**Cover-A(Technical Bid) contains the following.**

- Last three years Income tax returns
- Last three years Audit report.
- GST Registration Certificate
- EMD for Rs 10000/-
- PAN card
- Valid Food license only applicable for food items

  
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Cover-B (Price Bid) contains the following.

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1) Flex Banner Printing

Specification	Rate per Sq ft (Excluding of GST & including of Transportation Charges)
Front lit flex with 4 nos of punch hole in every corner – 220 GSM	
Flex Star Quality with 4 nos of punch hole in every corner – 300 GSM	
Flex with Vinyl printing with 4 nos of punch hole in every corner – 300 GSM	

2) Change of flex to be used in hoardings

Specification	Rate per Sq ft (Excluding of GST & including of Transportation Charges)
Front lit, Star quality, must be fixing and mounting at hoardings.	

3) Leaflets or Formats (single side B/W)

Specification	Rate per piece (Excluding of GST & including of Transportation Charges)
Size -22cmX28cm, paper -75, 70, 60 GSM.	
Size -22cmX14cm, paper -75,70,60 GSM	
Size -21cmX18cm, paper -75,70,60 GSM	
Size – A3 Paper -75,70,60 GSM	
Size – A4 Paper -75,70,60 GSM	

4) Leaflets or Formats (Both side B/W)

Specification	Rate per piece ( each GSM rate must be mention Excluding of GST & including of Transportation Charges)
Size -22cmX28cm, paper -75, 70, 60 GSM.	
Size -22cmX14cm, paper -75,70,60 GSM	
Size -21cmX18cm, paper -75,70,60 GSM	
Size – A3 Paper -75,70,60 GSM	
Size – A4 Paper -75,70,60 GSM	

5) Leaflets (single side Multi color)

Specification	Rate per piece ( each GSM rate must be mention Excluding of GST & including of Transportation Charges)
Size -22cmX28cm, paper -70, 75, 90, GSM.	
Size -22cmX28cm, Art paper -70, 75, 90,130 GSM.	

6) Leaflets (Both side, Multi color)

Specification	Rate per piece ( each GSM rate must be mention Excluding of GST & including of Transportation Charges)
Size -22cmX28cm, paper -70, 75, 90, GSM.	
Size -22cmX28cm, Art paper -70, 75, 90,130 GSM.	

7) Posters (single side, Multi color)

Specification	Rate per piece ( each GSM rate must be mention Excluding of GST & including of Transportation Charges)
Size -90cmX58cm, paper -70, 75, 90, GSM.	
Size -72cmX49cm, paper -70, 75, 90, GSM.	
Size -58cmX45cm, paper -70, 75, 90, GSM	
Size -49cmX37cm, paper -70, 75, 90, GSM	
Size -90cmX58cm, Art paper -70, 75, 90, 130 170 GSM.	
Size -72cmX49cm, Art paper -70, 75, 90, 130 170 GSM.	
Size -58cmX45cm, Art paper -70, 75, 90, 130 170 GSM.	
Size -49cmX37cm, Art paper -70, 75, 90, 130 170 GSM	
Size -90cmX58cm, Art paper -70, 75, 90, 130 170 GSM (Fixing with adhesive double side gum tape in the back side of poster).	
Size -72cmX49cm, Art paper -70, 75, 90, 130 170 GSM (Fixing with adhesive double side gum tape in the back side of poster).	
Size -58cmX45cm, Art paper -70, 75, 90, 130 170 GSM (Fixing with adhesive double side gum tape in the back side of poster).	
Size -49cmX37cm, Art paper -70, 75, 90, 130 170 GSM (Fixing with adhesive double side gum tape in the back side of poster).	

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8) Register / Booklet

Specification	Rate per Booklet/Unit (Excluding of GST & including of Transportation Charges)
½ Crown (15"x20") Paper Thickness- 90 GSM Both Side, Double Colour 200 Sheets Canvas binding with 36 no Hard board both side and thread stitching.	
½ Crown (15"x20") Paper Thickness- 90 GSM Both Side, Double Colour 200 Sheets Canvas binding with 36 no Hard board both side and thread stitching.	

9) Identity Card / Treatment Card etc.

Specification	Rate per Booklet/Unit (Excluding of GST & including of Transportation Charges)
Size:A4 Type of paper: 300 GSM Paper Printing: Black and white; both side; landscape	
Size:A5 Type of paper: 300 GSM Printing: Black and white; both side; portrait	

10) Folder

Specification	Rate per Booklet/Unit (Excluding of GST & including of Transportation Charges)
Size – A4 Paper Thickness- 90 GSM, 170 GSM, 220 GSM, 300 GSM Two fold, Both Side, Multi Colour	
Size – ½ Crown (15"x20") Paper Thickness- 90 GSM, 170 GSM, 220 GSM, 300 GSM Three fold, Both Side, Multi Colour	

11) Display Board

Specification	Rate per Sq ft (Excluding of GST & including of Transportation Charges)
Sun board vinyl pasting, Thickness:3 mm, Eco Solvent Printing .	
Vinyl printing ( 2 mm Sun Board )	
Vinyl printing ( 4 mm Sun Board)	
Tin Printing (0.5 mm) Hot press	

12) Wall Painting (Type-1)

Specification	Rate per Sq ft (Excluding of GST & including of Transportation Charges)
Wall panting (Enamel Paint, bi-colour without graphics art)	
Wall panting (Enamel Paint, bi-colour with graphics art)	
Wall panting (Enamel Paint, multi-colour without graphics art)	
Wall panting (Enamel Paint, multi-colour with graphics art)	

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## 13) Wall Painting (Type-2).

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Specification	Rate per Sq ft (Excluding of GST & including of Transportation Charges)
Wall painting	

**Design Specification of Branding / Graphics Wall Painting (Type-2)**

STEP	WORK	WORK DESCRIPTION
1	Surface Preparation	Scraping the surface of all the previous layers of paints using emery/sand paper of grit size 80. Cleaning the surface of all the dirt and loose particles with wire brushes with nominal repairs to scratches wherever required complete in all respect as per the directions of JE-NHM.
2	Putty	Providing and applying acrylic based smooth putty consisting of redispersible polymer in 2 coats with an intermediate and post application drying time of 6-8 hours t a consumption of not less than 8.56 Kg /10 Sqm building 1-2 mm thickness of film as per requirement to cover all undulations and make the surface smooth for paint application.
3	Sanding	Sanding the surface 6-8 hours post putty application with emery or sand paper of grit 120/180 to remove any loose putty particles, smoothen any undulations and create a surface ready to provide anchoring for all coats to be applied henceforth.
4	Priming	Providing and applying one coat of exterior acrylic primer applied at not less than 0.8 litres / 10 Sqm.
5	Top Coat	Finishing walls with water based acrylic smooth exterior emulsion with VOC < 50 g/l and silicon additives in two or more coats @ 1.79 ltr/10 Sqm of required shade "define shade code", applied by experienced applicator including removing of all dust complete as per direction of JE/AE NHM.

  
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13) Office stationary, bags etc for training and office use (Excluding of GST & including of Transportation Charges)

Particulars	10-50pc	>50pc
Percentage of discount on printed MRP (stickering not allowed)		
Percentage of discount on non printed items on local market prevailing price		
Booklets or Register binding charges.		

14) Consumable items for computer & peripherals (Excluding of GST & including of Transportation Charges)

Particulars	
Percentage of discount on printed MRP (stickering not allowed)	
Percentage of discount on non printed items (like refilling of cartridge, software installation etc.) on local market prevailing price	

Seal & Signature of the Bidders

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15) Food Supply for Training, Workshop & Meeting (Excluding of GST & including of Transportation Charges)

Rate of Meals (Rs)	Veg		NON-Veg	
	Quantity in PCs or gms as applicable	Name of the items	Quantity in PCs or gms as applicable	Name of the items
40/-				
60/-				
80/-				
100/-				
150/-				
190/-				

Rate of Tiffin (Rs)	Tiffin like fruits Biscuit, Mixture, Sweet		Like Samosa, Bara, Aluchop, Veg chop, Sweet etc	
	Name of the items	Quantity in PCs or gms as applicable	Quantity in PCs or gms as applicable	Name of the items
10/-				
15/-				
20/-				
30/-				
40/-				
50/-				
100/-				
	Tea			
	Coffee			
	Water bottle (1 ltr)			
	Water bottle (500ml)			

N.B: 1. For tea, Coffee and water write the price separately in the Rate column.

2. In price bid for food supply, bidders are to mention the name of the item & Qty instead of Price.

Seal & Signature of the Bidders

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17-HOARDINGS:

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The specifications of the Hoarding are follows:-

A. (Hoarding) Type-1

- a. Hoarding Size - 6'x10'
- b. Quality of Surface Angel frame to be used should be good quality.  
Joist- 5" x 2.5"  
Angle-3" x 3"  
Angle-2" x 2"  
Angle Thickness- 6 mm.
- c. 2.5 feet deep concrete on each pole of the board along with supporting Iron angle.
- d. Frame should be made from Iron Angle.
- e. Flex should be of best quality with digital multicolored printing.
- f. Flex should be fixed by iron pipes and GI wires.
- g. Structure of the hoarding will be of 5ft height from ground level.
- h. The estimate per hoarding size – 6ft x 10ft = 60 sq.ft should be inclusive of cost materials, tax, transportation, erection, mounting and annual maintenance cost up to one year.
- i. The agency should quote the rate per hoarding as per size.

B. (Hoarding) Type-2

- a. Size- 6'x5', Quality of surface angle should be of good quality.
- b. Quality of Surface Angel frame to be used should be good quality.  
Joist-4"x2",  
Angle- 3"x3",  
Angle- 2"x2",  
Angle Thickness- 6 mm.
- c. 2.5 feet deep concrete on each pole of the board along with supporting iron angle.
- d. Frame should be Iron Angle.
- e. Flex should be best quality with digital multicoloured printing.
- f. Flex should be fixed by iron pipes and GI wires.
- g. Structure of the hoardings will be 5 feet height from ground level.
- h. The estimate per hoarding size – 6ft x 5ft = 30 sq.ft should be inclusive of cost materials, tax, transportation, erection, mounting and annual maintenance cost up to one year.
- i. The agency should quote the rate per hoarding as per size

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1- Technical Bid Format (Hoarding) :-

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Sl. No.	Name of the agency with address	Service Tax Registration No.	GST No. & PAN No.	Last three years Financial Audited Certificate	Work experience in Govt./ PSU/ Pvt. In similar assignment (Work Order/ Photograph)	Annual Turn over	EMD details	Any other as per requirement

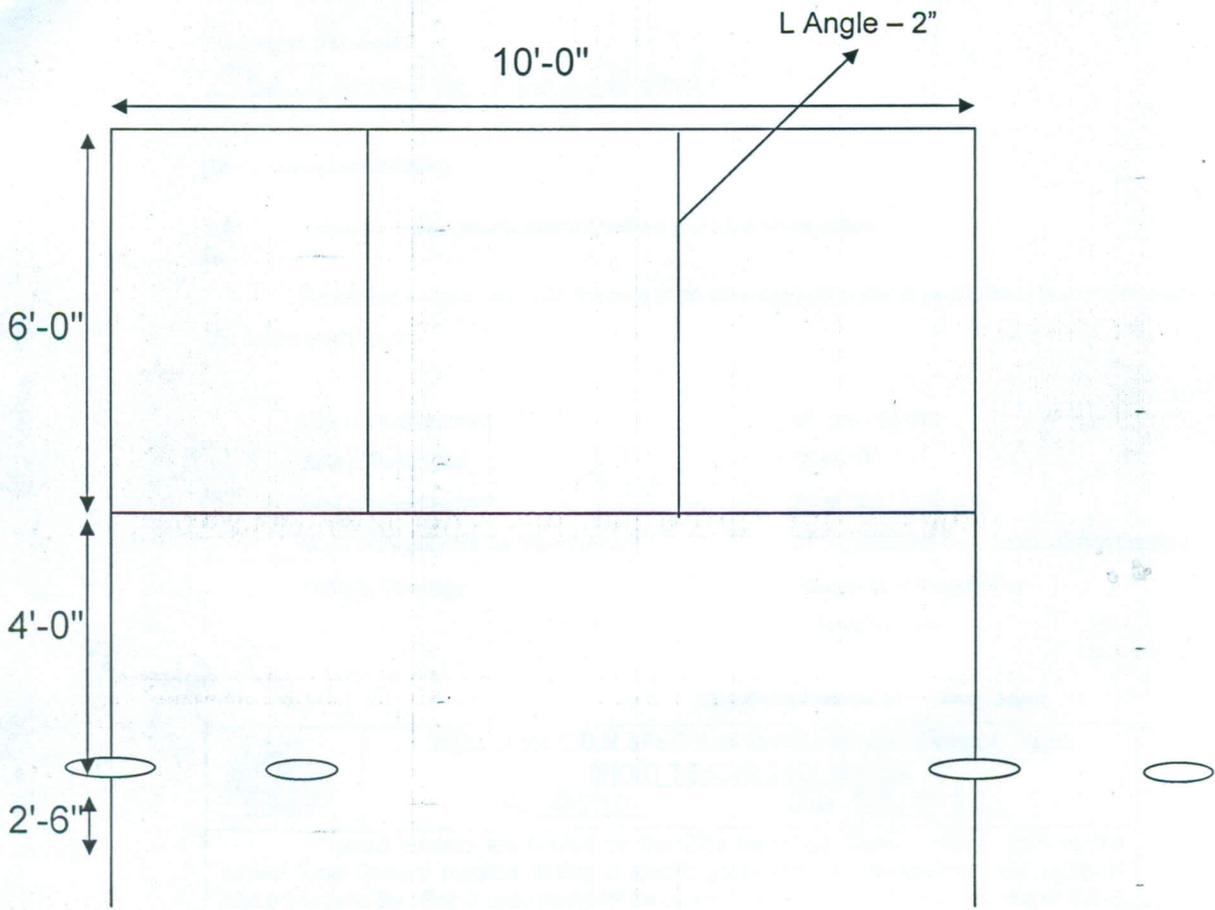
2- Financial Bid Format (Hoarding) :-

Sl. No.	Specification of the item	Rate per unit in Rs. (Excluding of Tax & other charges)	Other incidental charges if any specify in details	Tax amount if any with details	Total Amount in Rs.
1	Type-1 (6' X 10' size)				
2	Type-2 (6' X 5' size)				

Seal & Signature of the Bidders

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3-Sample Design of Hoarding of Type-1 (Diagram):-



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