

**OFFICE OF THE SUPERINTENDENT
PANDIT RAGHUNATH MURMU MEDICAL COLLEGE & HOSPITAL
BARIPADA, MAYURBHANJ, 757001**

SUPERINTENDENT PRM MCH, BARIPADA MAYURBHANJ

TENDER CALL NOTICE

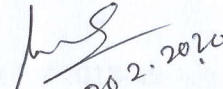
Notice No. 520

Date: 26.02.2020

Sealed tenders are invited from interested agencies having adequate experience in taking up the “**Supply of Miscellaneous Stationary Items**”. Details regarding the items and terms & conditions may be downloaded from the website www.mayurbhanj.nic.in. The tender should reach in the office of the undersigned as per the date mentioned in the tender paper through registered post /speed post only. The last date of the bid submission on dt. 13.03.2020 at 4 PM and tender will opened on dt. 17.03.2020 at 3 PM in the office Chamber of Superintendent PRM MCH, Baripada. The undersigned will not be held responsible for any postal delay and reserves the right to reject any or all the quotations without mentioning reason thereof.

Sd/-

**Superintendent PRM MCH
Baripada, Mayurbhanj**


20.2.2020
**Superintendent PRM MCH,
Baripada, Mayurbhanj**

TENDER DOCUMENT FOR PROCUREMENT OF MISCELLANEOUS STATIONARY ITEMS ON ANNUAL RATE CONTRACT BASIS

1. Sealed tenders are invited from registered suppliers/agencies/authorized dealers for supply of miscellaneous stationary items to office of the Superintendent PRM MCH, Mayurbhanj for a period of one year on an annual rate contract basis.
2. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from our website: www.mayurbhanj.nic.in
3. The tender will be in two parts i.e. **technical bid (Cover-A)** and **price bid (Cover-B)**. The bidders should give their technical and price bid separately in two envelopes clearly marked as technical bid & price bid and those two envelopes should be put into another outer envelope super scribed as "**Tender for Supply of Miscellaneous Stationary Items on Annual Rate Contract Basis to PM MCH, Baripada in reference to advt. No. 520**". The tenders should be addressed to :

The Office of the Superintendent PRM MCH,
Mayurbhanj, Baripada-757001, Odisha

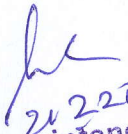
The last date & time of submission of tender is **13.03.2020, 4 PM**. The tender shall be opened on **dt.17.03.20 at 3 PM** in the Office chamber of Superintendent, PRM MCH in the presence of tenders or their authorized representative who may wish to be present. It is requested that tender indicating the rate for different items be furnished to enable this Directorate to place the orders for supply from time to time on an annual rate contract basis.

TERMS & CONDITIONS

It may be noted that rates shall be quoted for each brand of items separately in the table indicated below at Tender Format (Price Bid) Annexure -I & II. Rates should not be more than MRP.

1. The firm should have PAN
2. The firm should have Income tax return acknowledgement for the F.Y 2018-19
1. The firm should have registration with Sales tax officer (GST).
2. Tender must be accompanied by **EMD of Rs. 5,000/-** in technical bid by way of demand draft, drawn on any Nationalized/ Scheduled Bank in favor of Superintendent PRM MCH, Mayurbhanj payable at Baripada. Tenders not accompanied by earnest money will be rejected. EMD of unsuccessful renderers will be returned without interest on finalization of bid. EMD of successful tender will be retained & will be refunded on successful completion of the job without interest.

3. The Superintendent PRM MCH, Mayurbhanj 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. The defective or damaged material if any will be replaced by the Organization.
4. The tender will be of composite in nature. Only those firms/ Agencies should participate in the tender who are willing to supply all the items mentioned in the Annexure I & II. Firms/Agencies who don't quote the rates for all items mentioned in Annexure I & II are liable to be rejected.
5. The supplier selected shall have the responsibility to supply the stationary items mentioned at Annexure I & II as per supply order which is required for carrying out day to day official work of Superintendent PRM MCH, Mayurbhanj.
6. This rate will be applicable for purchase of the stationary items for **one year** on an annual rate contract basis & renewed subject to performance.
7. The suppliers shall also ensure that the quality and quantity has to be as per the supply order and approved rate contract.
8. The supply of items shall be made immediately (within a day) after placement of supply order at the Office of the Superintendent PRM MCH, Mayurbhanj and supplier shall submit the bill for payment at the approved rate in respect to the quantity of items supplied.
9. The approved supplier shall have to furnish a performance security of Rs.5,000/- (besides above EMD) in the shape of demand draft in favor of Superintendent PRM MCH, Mayurbhanj payable at Baripada which will be retained till completion of the rate contract period.
10. In case of failure on part of the approved supplier to supply the items mentioned at Annexure –I & II as per supply order within stipulated period, the Superintendent PRM MCH, Mayurbhanj shall have the liberty to purchase those items from other sources and the approved supplier shall be liable to pay the excess amount which this Office may have to incur being the different of actual amount of purchase minus the amount as per approved rates. Accordingly the difference as aforesaid shall be recovered from the approved supplier from the performance security deposit amount.
11. For any dispute, decision of Superintendent PRM MCH, Mayurbhanj shall be final.
12. The Superintendent PRM MCH, Mayurbhanj reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason.


21/2/20
Superintendent
PRM MCH, Baripada

TECHNICAL BID FOR PRINTING MATERIALS

1	Name of the Organization	
2	Address of the organization	
3	Name of authorized signatory	
4	Specimen signature of the authorized signatory	
5	Telephone number of authorized signatory	
6	GST Registration no (Photo copy to be attached)	
8	PAN (Photo copy to be attached)	
9	Draft number and date of the EMD of Rs. 5,000/-	
10	Income tax return acknowledgement for the F.Y 2018-19 (Photo copy to be attached)	
11	Whether all documents are submitted and signed by the authorized signatory of the organization (Yes/ No)	

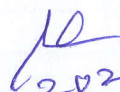
DECLARATION

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 / furnishing of forged documents etc. at any stage, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place

Date



2022
Superintendent
PRM MCH, Baripada

Seal

PRICE BID FOR PRINTING MATERIALS

Annexure-I

Sl. No.	Name of the Item	BRAND I	MRP	% of Discount on MRP
1	Alpin 100 Gm	BELL/OTHER		
2	Arch File Card Board	SWETA/OTHER		
3	Arch File Plastic	FILE MAX/OTHER		
4	Binder Clip 19Mm	ODDY/OTHER		
5	White Board Marker	REYNOLDS/OTHER		
6	Board Pin	VIKRANT/OTHER		
7	Brown Tape (For Packing) 2 " 50 Mtr	ISO MARK/OTHER		
8	Bucket 15 Lt.	CELLO/OTHER		
9	Budking	Best quality/OTHER		
10	Calculator 12 Digit	CASIO/OTHER		
11	Cash Register 100 Pages Legal Size	Anupam/OTHER		
12	Cash Register 40 Pages Legal Size	Anupam/OTHER		
13	Cash Register 50 Pages Legal Size	Anupam/OTHER		
14	CD100 Nos Pack	MOSER BEAR pr/OTHER		
15	Cello Tape 1" 20 Mtr	PREMIER/OTHER		
16	Colour Card Post Card Size (Per 100 Card)	Best quality/OTHER		
17	Coolin Spray 500 MI	P & G/OTHER		
18	Correction Pen	LUXURE/OTHER		
19	Cover File Poly Coated	ASHOKA/OTHER		
20	Pencil Cutter	NATRAJ/OTHER		
21	Cello Tape Dispenser	CELLO/OTHER		
22	Drawing Sheet	JK/OTHER		
23	Engagement Stand (Acrylic Fibre)	Omega/OTHER		
24	Envelope A3 Laminated (Brown) (For Each)	PRINTED/OTHER		
25	Envelope A4 Laminated (Brown)	PRINTED/OTHER		


 20.2.20
 Superintendent
 PRM MCH, Baripada

	(For Each)			
26	Envelope A4 Size Cloth Laminated (For Each)	PRINTED /OTHER		
27	Envelope Size Standard (11X5) White 80 Gsm (For Each)	PRINTED/OTHER		
28	Correction Fluid With Diluter	KORES (ERASE-EX) /OTHER		
29	Rubber Eraser	NATRAJ/OTHER		
30	Paper Flag - Coloured (Three Colors)	Oddy/OTHER		
31	Flip Chart	Best quality/OTHER		
32	Fly Leaf Printed With Two Eye Lid	LOCAL		
33	Plastic Bottom Folder (Full Scape) With Single Bottom Mrp.25	SAYA/OTHER		
34	Folder Executive (Full Scape)	KEA (KW4021L) /OTHER		
35	L Folder A4 (Foe Each)	SAYA/OTHER		
36	Gum Bottle 100 MI.	KORES/OTHER		
37	Highlighter	FABER CASTELL/OTHER		
38	James Clip Plastic Coated (100 Clips)	ZEN/OTHER		
39	Letter Despatch/Receive Registers No. 40 (For Each)	OXFORD/OTHER		
40	KEY Lock 7 Lever	MOBAJ/OTHER		
41	Permanent Marker	RENOLDS/OTHER		
42	Pen For Training Purpose	Cello Sapphire/OTHER		
43	Pen Gel (Mrp 10)	LUXOR/OTHER		
44	Pencil	NATRAJ/OTHER		
45	Peon Book	OXFORD/OTHER		
46	Punching Machine Double	KANGARO/OTHER		
47	Punching Machine Single	KANGARO/OTHER		
48	Register (No.10) 70 Gsm Paper (Ruled)- Rates Should Be Per Register	Anupam/OTHER		
49	Room Air Freshner (Spray) 300 MI	PURE HOME/OTHER		
50	Scale Steel 12"	NATRAJ/OTHER		
51	Stamp Pad 8Cmx12Cm	KORES/OTHER		

52	Stapler Pin Medium 24/6 (20X50 Pack)	KANGARO/OTHER		
53	Stapler Pin Small No10 1M (20X50 Pack)	KANGARO/OTHER		
54	Stapler Midium Hd 45	KANGARO/OTHER		
55	Stapler Small 10M	KANGARO/OTHER		
56	Stapler Pin Big 26/10 (20X50 Pack)	KANGARO/OTHER		
57	Stiky Pad (3" X3")	ODDY/OTHER		
58	Stock Register 360 Pages (Legal Size)	Anupam/OTHER		
59	File Tag (50 Nos) 5.5 Inch White	Local/OTHER		
60	Towel For Chair (88X175) Cm	Bombay dying/OTHER		
61	Towel Hand (16"X24")	Bombay dying/OTHER		
62	Writing Pad 5 Subject , Pages 300 Size 14X21.6 Cm Spiral	Bilt/OTHER		
63	Writing Pad 160 Pages 70 Gsm Spiral Size 14X21.6 Cm	Bilt/OTHER		
64	Writing Pad Spiral 1/6 (100Pages)	Bilt/OTHER		
65	Writing Pad General 70 Gsm 20 Pages	PRINTED/OTHER		
66	Copier Paper Legal Size 70 Gsm (500 Sheets)	XEROX/OTHER		
67	Copier Paper A3 70 Gsm – 500 Sheets	XEROX/OTHER		
68	Copier Paper A4 70/75 Gsm – 500 Sheets	XEROX/OTHER		
69	Indelible Marker Pen	Kores/OTHER		
70	Chalk colour	GENERAL		
71	Chalk White	GENERAL		

Pl. mention the % of GST included in the above price: _____

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20220
Superintendent
PRM MCH, Baripada

OFFICE OF THE SUPERINTENDENT

KASHUNATH MURMU MEDICAL COLLEGE & HOSPITAL

BARIPADA, MAYURBHANJ, 751001

(Signature and seal of the authorized signatory)

Place:

Date:

SUPERINTENDENT, PRM MCH, BARIPADA, MAYURBHANJ

TENDER CALL NOTICE

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PRM MCH, Baripada

Date:

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Superintendent PRM MCH
Baripada, Mayurbhanj

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