



**PANDIT RAGHUNATH MURMU
MEDICAL COLLEGE & HOSPITAL,
BARIPADA, MAYURBHANJ**

Tender Reference No. 5625 PRM MCH./2024-25 Dt. 30.08.2024

**TENDER DOCUMENT
FOR
Printing & Supply of Different Formats & Register**

**Address for correspondence – Office of the
Superintendent PRM MCH
At/Po- Baripada, Dist- Mayurbhanj, Odisha
Pin- 757001**


**Superintendent
PRM MCH, Baripada**

NOTICE INVITING PROPOSAL

Sealed tenders are invited from interested bidders/agencies having adequate experience in taking up the "**Printing & Supply of different formats & register**". Interested Bidders can obtain the tender document containing detailed terms and conditions, scope and eligibility criteria by downloading the same from the district website www.mayurbhanj.odisha.gov.in. The cost of the tender document **Rs.2,360/-** (Rs.2,000+ 18% GST) (Rupees Two Thousand Three Hundred Sixty) shall be submitted along with the proposal (Technical) in the form of Demand Draft in favor of SUPERINTENDENT, PRM MCH, Baripada payable at Baripada.

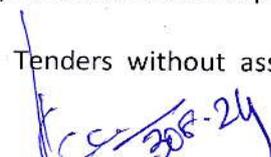
The proposals (both technical and financial) by eligible Bidders shall reach the Office of the under signed within due date and time (**i.e. Dt. 23.09.2024 till 5.30 PM**) in the prescribed format and manner. Proposals received after due date and time shall not be entertained and will be rejected. There is no system of receipt of proposal through drop box or by hand. The proposals shall be received only through registered post/speed post or courier service.

Key Information:

Sl. No.	Particulars	Information
1	Start Date of availability of Tender document in the official website of Mayurbhanj district.e. https://mayurbhanj.odisha.gov.in	31.08.2024
2	Pre bid discussion	10.09.2024 at 11.30 AM At- Committee Hall, PRM MCH, Baripada.
3	Closing Date of availability of Tenderdocument in the official website & Last date and time for receipt of proposal	23.09.2024 (till 5.30 P.M)
4	Cost of TenderDocument (Non-refundable)	Rs. 2,360.00
5	Opening of Tender	24.09.2024 at 11.30 AM
6	EMD in form of demanddraft In favor of SUPERINTENDENT, PRM MCH, Baripada payable at Baripada	Rs.30,000.00
7	Address for submission of tender	SUPERINTENDENT, PRM MCH, Baripada, Mayurbhanj Pin No:757001
8	Address for opening of tender	Committee Hall, PRM MCH, Baripada

Note: In case the closing date / last date for receipt of proposal happens to be a holiday for any reason, the activity will be held on the immediate next working day at the same time & place.

The Authority reserves the right to reject any or all Tenders without assigning any reasons thereof.


SUPERINTENDENT,
PRM MCH, Baripada
PRM MCH, Baripada

Terms & Conditions:

1. Sealed tenders are invited from interested agencies having adequate experience in printing & supply of different type of printing assignments.
2. The prospective bidder may download the complete sets of tender documents directly from the website available at www.mayurbhanj.odisha.gov.in and submit the same to Superintendent, PRM MCH, Baripada office along with the Tender paper cost (Application Fees) is **Rs.2,360/-**(Rs.2,000+ 18% GST) (Rupees Two Thousand Three Hundred Sixty) only in shape of Demand Draft (Non-refundable) and EMD amount **Rs.30,000/-** (Rupees Thirty Thousand) only in shape of Demand Draft drawn for in any bank regulated under RBI norms in favour of Superintendent, Pandit Raghunath Murmu Medical College & Hospital, Baripada payable at Baripada. The cost of Tender paper and EMD amount should be submitted separately in separate Demand Draft.
3. The sealed tender will be received through Registered Post/Speed Post/courier only on or before dt.**23.09.2024 till 5.30 PM**. The bids will not be accepted after last date and time specified in the tender document. It will be opened on Dt.**24.09.2024 at 11.30 A.M** in the Committee Hall of PRM MCH, Baripada.
4. The bidders shall ensure that each page of the tender document is to be signed with authorized signatory and organization seal.
5. The tender shall be submitted in two bid system i.e. Technical Bid & Financial Bid, Financial Bid contains only the price bid and schedule of requirements as per the Annexure-II and Technical Bid contains all other documents as per the tenders' terms and conditions. Tender paper cost and all other documents as per the eligibility criteria except price format. 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 financial proposal separately in two envelopes and should be put into another cover super scribed as "**Tender for 'Printing and Supply of Different Formats & Register' in reference to advt. no- _____**".
6. The bidders have to submit the "Bid Security declaration" as per the Format at Annexure- V
7. Performance security:
 - a) The successful bidder will submit the performance security up to 30% of the order value in shape of security deposit Account payee Demand Draft from any nationalized banks in favour of Superintendent, PRM MCH, Baripada payable at Baripada,

Superintendent

- b) The performance security of the successful agency will be returned without interest only after successful completion of the work as per the order along with financial invoice payment.
8. The Bid shall be for the full quantities of all items as per specification in Annexure-I (Form-A). The format of price Bid is specified in Annexure-II (Form-B) which should be used at the time of submission of Bid/Tender.
9. The Bid price shall include the all taxes and the bidder's cost towards transaction insurance, packing & transportation and delivery at the O/O Superintendent, PRM MC&H, Baripada including other ancillary cost involved during course of printing.
10. The technical bid and price bid should be sealed in separate envelope otherwise bid will be rejected. The bid will be rejected for any shortfall of required documents as per terms and conditions. There is no further add-on of documents are allowed in the future. The tenders should be addressed to:

Superintendent PRM MCH, Baripada
At/Po- Baripada
Dist.- Mayurbhanj, 757001

11. Eligibility criteria: Bidders shall furnish the following documents in Bid:

- (a) Required Tender/ Bid processing fees.
(b) Bid declaration certificate as per format at Annexure-V.
(c) Self-attested copy of valid PAN Card.
(d) Self-attested copy of valid GST registration certificate.
(e) Self-attested copy of up-to-date GST return
(f) The quotation should be as per price format at Annexure-II
(g) Past performance last 03 years as per Annexure-III [i.e 2021-22, 2022-23 & 2023-24]
(h) Average annual turnover should not be less than ₹.50.00 lakhs for last 3 financial years. [i.e2020-21,2021-22 & 2022-23] Annexure-VI
(i) Audited Account Statement for Financial year 2020-21, 2021-22 &2022-23
(j) Income tax return acknowledgement for the F.Y 2022-23) (Photo copy to be attached) Undertaking as per Annexure-IV.
12. The organization will have to submit an **Affidavit (On original Stamp Paper of relevant value)** with the following clauses: -
- a) It has not been blacklisted by any Government Organization
b) The organization does not have any legal suit/criminal case pending against it.
c) The office will have no liability regarding transportation, loading and unloading of material and all the material ordered shall be delivered at the designated place in good condition. The

defective or damaged printed material if any found will be replaced by the Organization at their cost and responsibility.

d) That the organization agrees to abide by all terms & conditions of tender put forth by the tender inviting authority.

1. The Bidders who qualify in the technical bid will only be eligible for financial evaluation.
2. Each bidder shall submit only one price Bid for each item, alternative offer will be rejected.
3. The bidder quoting lowest price will be selected. In case more than one agency quote the same price, then highest avg. turnover will be given preference. If the avg. Turnover will be same then the L1 bidders will be selected through lottery.
4. Quantities may be increased/decreased by the tender inviting authority as per the requirement.
5. Rates quoted against this tender notice shall remain valid up to 12 months after award of first contract and may be extendable up to next tender with due consent from both parties. No request for increase in rates, if any, will be allowed or entertained during this period.
6. If the rates of the items quoted decreased during the tender period, it will be a moral responsibility of the party to bring to the knowledge of the authority and supply the materials in the decreased rates.
7. The items should be supplied and installed maximum within 15 days from the date of purchase order/award of work. The Superintendent, PRM MCH, Baripada reserves the right to cancel the order in the case of delay in delivery of all the items.
8. The supply of printing materials should be completed within the allowed time as per order. Any delay by the supplier in the delivery of the items shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof, subject to maximum of 10% of purchase order value which will be deducted from the total payment due.
9. It would be the responsibility of the Bidder's representative (only one person per bidder) to be present at the venue of opening of Bids. In case of absence of any bidder then bid document will be opened by the committee members.
10. The items delivered should be as per the specification mentioned with clear visibility of contents and quality. If found defective, the same has to be replaced immediately within seven days & total cost will be borne by the concerned awarded party.

11. All the supporting documents must be self-attested by the authorized signatory.
12. All documents furnishing bidder should be type written or computerized as per tender requirement.
13. The Tender will be of composite in nature. The firms/agencies who don't quote the rates of at least 50% of all items mentioned in Annexure- II are liable to be rejected.
14. The Superintendent PRM MCH, Baripada 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.
15. 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 Superintendent, PRM MCH, Baripada. 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 this Office. The organization shall also ensure complete confidentiality of the information and data provided to it in the course of carrying out the job.
16. Successful L1 bidder could also be provided with other printing items not mentioned in the below mentioned table with similar specifications and approved rate within contract period as on required.
17. All legal disputes are subject to the jurisdiction of Court of District Judge Mayurbhanj only.
18. The Superintendent PRM MCH, Baripada Mayurbhanj reserves the right to accept or reject or modify any or all the tenders without assigning any reasons whatsoever.


Superintendent
PRM MCH, Baripada

FORM – A: Technical Bid**Application for printing and supply of different formats & register**

Sl. No	Name of the Item	Specification
01	Leaflet	Size – 26 CM X 21 CM, Process – Multi Colour (four colour) & Paper – 70 GSM Art Paper; Print- Single Side
02	Change of Flex banner for Hoarding	Size- 16'x 8' (with fitting in 30 nos. block institute inside Mayurbhanj district)
03	Wall Painting	Size – 8' x 4', Process – Multi colour, plastic emulation paint.
04	Painting of natural art	Size – per sq. ft., Process – Multi colour (four colour), Real Art Painting with enamel color.
06	Signage Board	Size- 0'- 5"X 1'- 6", Sun board Vinyl Pasting, Thickness – 3 mm Eco Solvent Printing.
07	Office Register	Unit: Register; Size: (Closing Size: 29 cmx17 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
09	Display Board	Size – 3'X 2', Iron gauze bar 20 Gauze 1", Printing of message on flex & pasting print quality front lit them.
10	Reporting Format A4 size 2side	Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type: Both side Black color, Paper Quality: 70 GSM White paper
11	Reporting Format A4 size 2 side pads	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: Both side Black color; Paper Quality: 70 GSM White paper, Binding: Top side
12	Reporting Format A4 size 1 side	Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type: single side Black color; Paper Quality: 70 GSM White paper.
13	Reporting Format A4 size 1 side pad binding	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding.
14	Reporting Format legal size	Unit: Booklet; Paper Size : Legal; No. of sheets : 1; Printing Type : Both side Black color Paper Quality : 70 GSM White paper
15	Reporting Format A3 size both side	Unit: Booklet; Paper Size :A3; No. of sheets : 1; Printing Type : Both side Black color Paper Quality : 70 GSM White paper

16	Flex Banner Printing	240 GSM Flex Banner with 3 Pass Printing Quality
17	Vinyl Printing	Solvent Vinyl Printing (per sq. ft. wise)
18	Vinyl Printing	Eco Solvent Vinyl Printing (per sq. ft. wise)
19	Branding Material Acrylic Signage Display (Sandwich Model)	Base Sheet: Imported Acrylic Sheet Size (3x2) Ft & 4mm thickness Topping Sheet: Imported Acrylic Sheet Size (3x2) Ft & 3mm thickness Fitting Type: Wall Mount by stainless steel stud (all 4 corners) Printing: Multicolor Eco-solvent Vinyl Printing Lamination: Gloss type Lamination Pasting: Flash cut and should be orderly pressing without air bubble inside.
20	Standee	Width: 3 feet with aluminum base. Height: flexible aluminum rod extendable minimum of 6 feet height. Flex: 3 feet x 6 feet (two set)
21	Indent Slip (Triplicate)	Unit: single sheet; Paper Size: A4; No. of sheets: 200; Printing Type: single side Black color; Paper Quality: 70 GSM White paper. Top par patting
22	Admission Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
23	OPD register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 500sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
24	OPD register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
25	Death Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
26	Police information Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
27	Labor room register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
28	Pathology call Register	Unit : Register ; Size : (Closing Size : 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper ; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)

29	Register 1	Unit: Register; Size: (Closing Size: 29 cmx17 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
30	Register 2	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
31	Register 3	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 500sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
32	Register 4	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
33	Register 5	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
34	Register 6	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
35	Register 7	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
36	Register 8	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper ; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
37	X-Ray/USG Requisition format	Unit: Booklet; Paper Size: 10 cmx15 cm; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding.
38	Attendance Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)
39	Implant Register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)

FORM – A: Financial Bid
Application for printing and supply of different formats & register

Sl. No	Name of the Item	Specification	Price (Excluding GST)
01	Leaflet	Size – 26 CM X 21 CM, Process – Multi Colour (four colour) & Paper – 70 GSM Art Paper; Print-Single Side	
02	Change of Flex banner for Hoarding	Size- 16'x 8' (with fitting in 30 nos. block institute inside Mayurbhanj district)	
03	Wall Painting	Size – 8' x 4', Process – Multi colour, plastic emulation paint.	
04	Painting of natural art	Size – per sq. ft., Process – Multi colour(four colour), Real Art Painting with enamel color.	
06	Signage Board	Size- 0'- 5"X 1'- 6", Sun board Vinyl Pasting, Thickness – 3 mm Eco Solvent Printing.	
07	Office Register	Unit: Register; Size: (Closing Size: 29 cmx17 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
09	Display Board	Size – 3'X 2', Iron gauze bar 20 Gauze 1", Printing of message on flex & pasting print quality front lit them.	
10	Reporting Format A4 size 2side	Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type: Both side Black color, Paper Quality: 70 GSM White paper	
11	Reporting Format A4 size 2 side pads	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: Both side Black color; Paper Quality: 70 GSM White paper, Binding: Top side	
12	Reporting Format A4 size 1 side	Unit: single sheet; Paper Size: A4; No. of sheets: 1; Printing Type: single side Black color; Paper Quality: 70 GSM White paper.	
13	Reporting Format A4 size 1 side pad binding	Unit: Booklet; Paper Size: A4; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding.	
14	Reporting Format legal size	Unit: Booklet; Paper Size: Legal; No. of sheets: 1; Printing Type: Both side Black color Paper Quality: 70 GSM White paper	
15	Reporting Format A3 size both side	Unit: Booklet; Paper Size: A3; No. of sheets: 1; Printing Type: Both side Black color Paper Quality: 70 GSM White paper	
16	Flex Banner Printing	240 GSM Flex Banner with 3 Pass Printing Quality	

17	Vinyl Printing	Solvent Vinyl Printing (per sq. ft. wise)	
18	Vinyl Printing	Eco Solvent Vinyl Printing (per sq. ft. wise)	
19	Branding Material Acrylic Signage Display (Sandwich Model)	Base Sheet: Imported Acrylic Sheet Size (3x2) Ft & 4mm thickness Topping Sheet: Imported Acrylic Sheet Size (3x2) Ft & 3mm thickness Fitting Type: Wall Mount by stainless steel stud (all 4 corners) Printing: Multicolor Eco-solvent Vinyl Printing Lamination: Gloss type Lamination Pasting: Flash cut and should be orderly pressing without air bubble inside.	
20	Standee	Width: 3 feet with aluminum base. Height: flexible aluminum rod extendable minimum of 6 feet height. Flex: 3 feet x 6 feet (two set)	
21	Indent Slip (TriPLICATE)	Unit: single sheet; Paper Size: A4; No. of sheets: 200; Printing Type: single side Black color; Paper Quality: 70 GSM White paper. Top par patting	
22	Admission Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
23	OPD register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 500sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
24	OPD register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
25	Death Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
26	Police information Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28	

		no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
27	Labor room register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
28	Pathology call Register	Unit : Register ; Size : (Closing Size : 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper ; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
29	Register 1	Unit: Register; Size: (Closing Size: 29 cmx17 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
30	Register 2	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
31	Register 3	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 500sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
32	Register 4	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
33	Register 5	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
34	Register 6	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM	

		conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
35	Register 7	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
36	Register 8	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper ; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
37	X-Ray/USG Requisition format	Unit: Booklet; Paper Size: 10 cmx15 cm; No. of sheets: 100; Printing Type: single side Black color Paper Quality: 70 GSM White paper, Binding: top binding.	
38	Attendance Register	Unit: Register; Size: (Closing Size: 41 cmx30 cm) Inner Pages: 100sheet; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	
39	Implant Register	Unit: Register; Size: (Closing Size: 42 cmx34 cm) Inner Pages: 250 sheets; Inner paper: 70 GSM conquest Paper; Both side black offset printing; Board Binding: 28 no. gray board, side cloth pasting, side Stitch with cover pasting label. (one format for single unit)	

N.B:-

- Rates should be quoted inclusive of cost of Sheet, Printing, packing, Transportation, DTP as per specifications. The order may be placed for other items not in the list having similar specifications as above.
- GST as applicable.

Date:

(Signature and seal of the authorized signature)

Place:

Name & Business address:



Annexure- III

Format for submission of past performance

Sl. No.	Year	Order No. & Date	Order Value (Rs.)	Name of the Organization	Order Copy Page Ref. No.
1					
2					
3					
4					
5					

Place:

Date:

Signature of the Bidder
Name & Business Address


Superintendent
PRM MCH, Baripada.

UNDERTAKING/ DECLARATION FORM

(To be submitted by the Bidder in Non-judicial stamp paper)

[To be submitted in Technical Bid]

To

The Superintendent PRM MCH, Baripada
At/Po- Baripada-757001
Dist- Mayurbhanj

Sub: Your Tender Ref. No. _____, Dated _____.

Dear Madam/Sir,

I / We hereby declare that our organization is having unblemished past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government/PSU in the country of India.

That the organization does not have any legal suit / criminal case pending against it.

That the organization have **not been de-recognized/ black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of **Not of Standard Quality Items/ non-supply**.

That the tendering authority will have no liability regarding transportation, loading and unloading of material and all the material ordered shall be delivered at the designated place in good condition. The defective or damaged printed material if any will be replaced by the Organization.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document.

We have also noted that the Superintendent, PRM MCH, Baripada, Mayurbhanj reserves the right to consider/ reject any or all bids without assigning any reason thereof.

Seal & Signature of the Notary



Superintendent
PRM MCH, Baripada

Bid Security Declaration Format

(On Letter Head of the Bidder)

This is to inform you that M/s. _____
(Agency Name) shall not withdraw or modify its bid till the validity period of
90 days as mentioned in tender notice advertisement No. _____ dated
_____. We may debar from being considered/ to participate in
future for a period of 03 years at “Superintendent, PRM Medical College &
Hospital, Baripada” from the date of debarred notice in the following
circumstances: (a) If withdraw the bid during the bid validity period of 90
days. (b). If do not respond to request for clarification of the bid submitted
by us. (c). If fail to cooperate in bid evaluation process and in case being
successful bidder, if fails to sign the agreement in time to furnished
performance security/guarantee.

Name of the Authorization signatory: _____

Designation: _____

Official Seal: _____

Seal & signature of the Bidder

(To be submitted in **Cover A -Technical Bid**)
(To be furnished in the **letter head** of the Auditor/ Chartered Accountant)

ANNUAL TURN OVER STATEMENT

The Annual Average Turnover for the 2020-21, 2021-22 & 2022-23 of M/s _____ who is a Manufacturer /Distributor/supplier (Pl. tick whichever is applicable) are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in (Rs.)
1.	2020 – 2021 (FY)	-
2.	2021 – 2022 (FY)	-
3.	2022- 2023 (FY)	-

Average Annual Turnover (for the above three years) in (Rs.) _____

Date: _____ Signature of Auditor/
Place: _____ Chartered Accountant
(Name in Capital)

Seal _____ Membership No.-
Registration No. of Firm

Note:

- a) To be issued in the **letter head** of the Auditor/Chartered Accountant mentioning the Membership no.

Superintendent
PRM MCH, Baripada

CHECK LIST

Sl. No.	Name of the Document	Submitted (Yes/No.)	Page No.
1	Cover 'B' Price Bid Annexure- II		
2	Detail of Tender paper cost Rs.2360/- (Non-Refundable)		
3	EMD cost Rs.30,000/- (Rupees Thirty Thousand)		
4	Self-attested copy of valid GST registration certificate.		
5	Self-attested copy of valid PAN Card.		
6	Bid Security Declaration Annexure- V		
7	Average annual turnover should not be less than ₹.50.00 (Rupees Fifty Lakhs) for last 3 financial years. [i.e 2020-21,2021-22 & 2022-23] Annexure- VI		
8	Audited Account Statement for Financial year 2020-21, 2021-22 & 2022-23		
9	Income tax return acknowledgement for the F.Y 2022-23) (Photo copy to be attached)		
10	Undertaking/ Declaration that the organization agrees to abide by all terms & conditions of tender in Non-Judicial Stamp paper (Annexure-IV)		
11	Proof copy of past experience as per Annexure- III [i.e 2021-22, 2022-23 & 2023-24]		
12	Copy of Downloaded Tender Book duly signed by the bidder		

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 state, the Firm/Agency will be blacklisted and will not have any dealing with in future.

Place:

Date:

(Signature and seal of the authorized signature)