

**Government of Tripura
State Health and Family Welfare Society
NHM Building, Palace Compound, Agartala-TRIPURA**

F. No. 03(5-3192)FWPM/SHFWS/IEC/2016 (Sub file)

Date:-29/07/2017

NOTICE INVITING TENDER (NIT)

Quotation in sealed cover are hereby invited for Competitive bidding by the Mission Director, NHM, Govt. of Tripura, Agartala from Printing Firm/Agency/Individual for DTP/Designing, printing and supply of **Different categories of Flexes under NHM.**

The last date of receipt of the tender is up to 17:00 hours on **21/08/2017**. The tenders are likely to be opened on **22/08/2017** at 15:00 hours, if possible. The details description of Terms & condition of the tender may be had from the State IEC Bureau, O/o. Mission Director, NHM, Palace Compound, Agartala or may be downloaded free of cost from the Website (<http://www.tripuranrhm.gov.in>)

Mission Director
National Health Mission
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General Terms and Condition

- A. The interested bidders shall submit the bids in 2 parts, namely, "Financial bid "and "Technical bid ". The 2-bids should be put in 2 separate sealed envelopes, indicating on the cover as to which one is the Technical bid and which one is the Financial bid. The 2 envelopes shall, thereafter, be placed inside a larger sealed cover and the same may be submitted. The "Technical bid" shall contain all details regarding the items offered by the bidder, compliance of terms and condition, submission of documents etc. In other words, The "Technical bid" shall contain everything except the rate offered. The "Financial Bid "shall contain only the rate offered by the bidder. While processing the bids, the technical bids will be opened first and the eligible bidders fulfilling all the requirements will be short-listed. Thereafter, financial bids of only short listed bidders will be opened. Tenderer is requested to provide detailed address along with phone / fax number & STD Code No. for communication.
- B. Offers shall be received through Speed Post/Registered post, Courier Service or by hand addressed to the "Mission Director, NHM, O/o The MD(NHM),State Health & Family Welfare Society, Tripura, Ground Floor, Palace Compound Office Complex, P.O. Agartala 799001" super scribing "**Quotation for printing of Flex with eye lid**" on the top left side of the envelop up to 5P.M. of **21/08/2017**. Tender received after aforesaid date & time shall be rejected. The undersigned will not be responsible for any delay on the part of postal or other concerned agencies.
- C. Bids are likely to be opened on **22/08/2017** at 3 p.m., if possible. Tenderer or their authorized representatives may remain present at the time of opening the bids.
- D. No over writing would be accepted. Rate should be quoted in Indian currency inclusive of all taxes on F.O.R. door delivery basis. Selection of lowest bidder/ bidders may be done (part/whole) on the basis of lowest rate.
- E. The following self-attested copies of documents (photocopy) should be submitted along with the technical bid:-
 - a. Photocopy of Valid Trade License or renewal certificate thereof for issued by the Municipal Corporation/ Nagar Panchayet / Municipality.
 - b. Photocopy of PAN card of owner or Firm
 - c. Work experience (experience certificate/earlier work order for printing).
 - d. Small sample of Flex (cutting of flex as per specification)
 - e. Proof of GST Registration
 - f. Certificate of TIN for others.
 - g. An undertaking for acceptance of terms & condition of tender in annexure- 1.
 - h. List of documents submitted as per annexure – 2.

Failure to supply standard quality item by the quotationer will render him/her disqualified for future supply / tender.

F. The bidder shall provide Bank deposit at-call/DD having validity to cover the period of tender from any "Nationalized Bank" for an amount of **Rs. 40000/-** (Rupees Forty thousand only) in favour of the State Health & Family Welfare Society, Tripura only as Earnest Money along with the technical bid, which shall be furnished in one of the following forms:

- a. Account payee Demand draft
- b. Fixed Deposit
- c. Bankers Cheque

This amount shall be released when validity period of tender is over in case of successful bidder and that in case of unsuccessful bidder will be released after finalization of tender.

- G. The supply of materials must be completed within time from the date of finalization of the design by the State Health & Family Welfare Society & design should be submitted to the undersigned within 3days of issue of order. A penalty @ 1% on the total value shall be charged for every week or part of week of delay beyond stipulated date of supply.
- H. An amount of 5% of the total value of ordered quantity time to time will have to be deposited as “security money” by demand draft from any Nationalized Bank drawn in favour of **State Health & Family Welfare Society, Tripura** by the tenderer within 07 days time from the date of receive of supply order, failing which the supply order shall be deemed to be invalid. The security money will be released after completion of full supply within stipulated period or it may be kept for the next supply order whichever is applicable. **(Not applicable to CPSEs and SPSUs)**. Proof of submission of the security money will have to be produced by the tenderer or supplier to the concerned office before supply.
- I. Income Tax & GST will be deducted from the bill at the applicable rate and TDS certificate shall be issued in due course as per Government rules, if applicable.
- J. Any enhancement of rate within the validity period of contract will not be considered except for imposition of any levy or increase in existing levy by the Government. Any undue request may lead to cancellation of the order.
- K. State Health & Family Welfare Society, Tripura, reserves the right to accept or reject any tender without assigning any reason thereof and tender/ NIT may be accepted or rejected in part or in whole.
- L. Payment will be made on bill basis. No advance payment will be entertained.
- M. Any default or breach of contract shall lead to forfeiture of Earnest money/Security deposit of successful tenderers beside to such action as may be considered appropriate by the Mission Director of NHM, Government of Tripura including delisting the tenderers for future purpose.
- N. If the materials supplied found not to be of standard quality, then those should be replaced by fresh material at suppliers own cost.
- Total quantity will be supplied within **7days** after finalization of design to the store section of the State Health and FW Society, Tripura, Palace Compound, Agartala as per work order.
- O. In case of any legal dispute the jurisdiction will be the Honorable High Court of Tripura.
- P. Per sq.ft rate of Flex printing of other component/Programme may be done as per lowest rate & bidder.
- Q. The approximate size and specification for the work is stated below (rate should be quoted according to below mentioned table):

Sl. No.	Name of work	Description of items (quality)	Size may be Increased or decreased	Quantity	Rate per sq.ft including tax & transportation, DTP, Designing, Printing cost.
01	DTP, Designing Printing & supply of multicolor Flexes	<ul style="list-style-type: none"> • 280 GSM Flex with 4nos of eye lid fitting. • High resolution with prominent multicolor colour printing 	6ft.X 3ft	As per requirement time to time	
			4ft.X2ft		
			5ft.X3ft		
			6ft.X4ft		
			8ft.X4ft.		
			3ft.X2ft.		
			2ft.X2ft		
02		340GSM star Flex Printing	Any size		

The Bidder / tenderar, which rates will approve, shall be bound to print material as and when required by any Programme under SH&FWS/Health & Family Welfare Department.

Enclo as stated

Mission Director
National Health Mission
Government of Tripura

Undertaking to be submitted by the tenderer

Tender No. _____

For supply of _____

Sir,

I/We Shri/Smt. _____, on behalf of M/s. _____ having registered office at _____, do hereby declare that I/we have gone through the terms and conditions mentioned for the above and undertaken to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of 01(one) year from the date of award of contract to me/us.

2. I/We undersigned hereby bind myself/ourselves to the Office of _____ to supply _____. The rates quoted by me/us for the items tendered for are specified against each.

3. The articles shall be strictly as per specification and of the best quality as per requirement of the institution. The decision of the Office of _____ (Hereinafter called the said Purchaser) as regards to the quality and specification of article shall be final and binding on me/us.

4. I/We agree to the conditions of the tender under which the EARNEST MONEY DEPOSIT and SECURITY DEPOSIT shall be forfeited by authority.

5. I/We hereby undertake to pay the penalty as per the terms and conditions of the contract for delayed supply of the ordered items.

6. I/We agree to accept the amount of the bill to be paid by the purchaser after completion of all formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.

7. I/We hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.

8. The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason.

9. I/We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.

10. I/We hereby declare that I/We have not been disqualified/ de-barred from supply of similar goods by any Govt organization during last three years.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM:

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List of documents submitted should be given in a separate sheet

Sl. No	List of documents	Page no
01	TIN number for others.	
02	PAN Card.	
03	EMD in the form of fixed Deposit/Bankers Cheque /Account payee Demand Draft drawn from any scheduled Commercial Bank for an amount of Rs._____/-(Rupees) only. (<u>Not applicable to CPSEs and SPSUs</u>).	
04	Copies of Valid Trade license and renewal certificate thereof.	
05	Documents showing experience.	
06	Constitution of the firm of the tenderer.	
07	Proof of GST Registration	
08	An undertaking for acceptance of terms & condition of the NIT as per annexure- 1	

* Attach separate sheets if the space is found insufficient in respect of these items.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM: