
 <p>सत्यमेव जयते</p>	<p>Government of West Bengal Office of the Chief Medical Officer of Health Banomalipore, Barasat, North 24 Parganas, PIN-700124 Ph. No.: 033-2552-3129 E-mail:cmohn24pgs@gmail.com</p>	 <p>NATIONAL HEALTH MISSION জাতীয় স্বাস্থ্য মিশন</p>
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NIT No. CMOH-N24Pgs/Tender/Printing(2ndCall)-5829

Date : 27/07/2023

ELECTRONIC TENDER (e-Tender) NOTICE (2nd Call)



Secretary District Health & Family Welfare Samiti and Chief Medical Officer of Health, North 24 Parganas invites bids through e-Tendering process from bonafide Firms/Agencies/Individuals for Supply of **Printed Materials**, of given specifications:-

Intended bidders are requested to submit their bids through e-Tender Portal (<https://wbtenders.gov.in>) following by the terms & conditions of this NIT and as per the date & time schedule mentioned below-

DATE & TIME SCHEDULE FOR THE e-TENDER

Sl. No.	Particulars	Date & Time
1	Date of publishing of NIT online.	01/08/2023, 9.00 am
2	Online documents download start date.	01/08/2023, 9.30 am
3	Online documents download end date.	09/08/2023, 5.30 pm
4	Online Bid submission start date.	01/08/2023, 10.00 am
5	Online Bid submission closing date.	09/08/2023, 6.00 pm
6	Online Bid opening date for Technical Proposals.	11/08/2023, 6.00 pm
7	Online uploading the list for technically qualified bidders.	To be notified later
8	Date of online opening of Financial Proposal.	To be notified later

Any subsequent notices/circulars/corrigendum related to this e-tender shall be uploaded at <https://wbtenders.gov.in>, www.wbhealth.gov.in, www.north24parganas.gov.in websites only. Bidders are requested to check these websites regularly for this purpose.

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This e-tender document comprises of the following sections:

Section I : Definition

Section II : EMD

Section III : General Instructions to Bidders (GIB)

Section IV : Draft Proforma for Non-Conviction Certificate.

Section V : Tender Application Form



Section VI : Item List with Specification

Section VII : Eligibility Criteria & Terms & Conditions

The e-tender shall be evaluated under the two-bid system, i.e., through evaluation of technical and financial bids uploaded by the bidder online on the e-tender website of <https://wbtenders.gov.in>.

Section I : Definition

1. "Purchaser" means the e-tender inviting authority, purchasing goods and/ or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees. For this e-tender the purchaser is the CMOH, North 24 Parganas.
2. "Bid" means Proposal/ Quotation received from a Firm / Bidder against the e-tender.
3. "Bidder" means the Individual or Firm or Agencies submitting Bids/ Quotations.
4. "Contractor" means the individual or the firm supplying the goods and/ or services as incorporated in the contract.
5. "Goods" means the articles/material required to supply to the purchaser under the contract.
6. "Earnest Money Deposit" (EMD) means Bid Security/ monetary amount or financial guarantee to be furnished by a bidder along with its bid.
7. "Contract" means the written agreement entered into between the purchaser/ consignee and the contractor, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
8. "Specification" means the document/ standard that prescribes the requirement with which goods and/ or service has to conform.
9. "Inspection" means activities such as measuring, examining, testing, gauging features of the goods and / or service and comparing the same with the specified requirement to determine conformity.
10. "Bill of Quantity (BOQ)" is the name for price schedule (financial bid) in e-tender software.

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Section II : EMD

Sl. No	Particulars	EMD Amount
1	“Printed Materials”	Rs. 3000/-

- a) Registered SSI units participating in Govt. tenders are eligible for exemptions from payment of earnest money and security deposit (EMSD) under Rules 47(A) (1) and 47(B)(7) of WBFR, vol.-I, read with Finance Dept. notification No. 10500-F Dt. 19.11.2004 and its clarification Vide memo. No. 4245-F (Y) dated 20.05.2013.
- b) The process may be followed as per memorandum of the Finance Department Audit Branch vide Memo No-3975-F(Y) dated: 28th July, 2016.**

1. Login by bidder:

a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc shall log in to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.

b) He will select the tender to bid and initiate payment of pre-defined EMD/ Tender Fees for that tender by selecting from either of the following payments modes:-

- i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
- ii) RTGS/NEFT in case of offline payment through bank account in any Bank

2. Payment procedure:

a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway

i.) On selection of net banking as the payment made, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

ii.) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

iii.) Bidder will receive a confirmation message regarding success/failure of the transaction.

iv.) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/P, R.Is, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

v.) If the transaction is failure, the bidder will again try for payment by going back to the first step.



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b) Payment through RTGS/NEFT

- i) On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre- filled challan having details to process RTGS/NEFT transaction.
- ii) The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account.
- iii) Once payment is made , the bidder will come back to the e- procurement portal after expiry of a reasonable time to enable the NEFT/ RTGS process to complete ,in order to verify the payment made and continue the bidding process.
- iv) If verification is successful, the fund will get credited to the respective Pooling Account of the State Government / PSU/Autonomous Body/Local Body/ PRIs etc. Maintained with the focal point branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD /Tender Fees.
- v) Hereafter, the bidder will go to e-Procurement Portal for submission of the bid .vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

3. Refund/ Settlement Process.

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-payment portal of the State Government, the tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e procurement portal through web services.
- ii) On receipt of the information from the e procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e- procurement portal, EMD of the technically qualified bidders other than that of L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority. However, L2 bidder should not be rejected till the LOI process is successful.



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iv) If the L1 bidder accept the LOI and the same is processed electronically in the e- procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on Award of contract (AOC) to the L1 bidder is uploaded to the e-procurement portal the tender inviting authority.

v) As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e-procurement portal –

a) EMD of the L1 Bidder of the tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head'8443-00-103-001-07' through GRIPS along with the bank particulars of the L1 bidder.

b) EMD of the L1 bidder for the tenders of the State,/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.

vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e- procurement portal for updating.

vii) Once the EMD of L bidder is transferred in the manner mentioned above ,Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. Tenders.

viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.

Performance Security

1. Within 15 (fifteen) days from the date of issue of notification of award by the purchaser, the contractor shall furnish performance security to the health facility for an amount equal to 3% of tendered value. The performance security shall be retained up to 6 (six) months after the date of completion of all contractual obligations by the contractor.



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2. The performance security shall be deposited in Indian Rupees to the state government through TR Challan under budgetary head of account 8443-00-103-Earnest Money-01-07-Deposits. No other forms of deposit can /will be entertained by authority.

In the event of any failure /default of the contractor with or without any quantifiable loss to the health facility/ purchaser/ government, the amount of the performance security is liable to be forfeited by the health facility/ purchaser/ Administrative Department.

In the event of any amendment issued to the contract, the contractor shall, within 21 (twenty one) days of issue of the amendment, furnish the corresponding amendment to the performance security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.

In reference to above, the health facility will release the performance security without any interest to the contractor on completion of the contractor's all contractual obligations.

Earnest money will be returned to the unsuccessful bidders without any interest after conclusion of the resultant contract. The earnest money of successful bidder shall be returned without any interest after completion of entire job assigned to the selected bidder on furnishing the completion certificate from the concerned authority.

Section III : General Instruction to the bidders

Technical Proposal

1. The technical proposal should contain scanned copies of the following-

1. Application to participate in e-tender as per Section VI: Tender Application Form
2. Technical Documents
3. Scanned copy of EMD.

2. **Non Statutory Cover will contain the following documents-**

Sl. No.	Category Name	Detail(s)
1	Certificate(s)	<ol style="list-style-type: none"> 1. PAN Card of the Bidder/ Authorized Signatory (Digital Signatory Holder. In case of Partnership firm/Pvt.Ltd/Ltd. Co. PAN should be Name of the Company. 2. Permanent GST Registration Certificate (GSTIN) Acknowledgment filed (3B) upto December, 2022. 3. In case of Partnership Firm : must have Notarized Partnership deed & registration as per Partnership Act 1932. 4. In case of Ltd/ Pvt. Ltd./LLP Firm/Coperative Socities : must have MOA along with incorporation Certificate from the authority.



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2	Company Detail(s)	<ol style="list-style-type: none"> 1. Trade Licence for 2022-23 from competent authority as printing press. 2. ITR return acknowledgement of 2021-22 FY 3. Paid Challan till 2022-23 along with Enrollment Certificate 4. Audited Balance Sheet & Profit & Loss account 2021-22 with UDIN Number.
3.	Credential	<ol style="list-style-type: none"> 1. Work Order reflects financial involvement of one Rs. 50,000 in a single work order or two numbers of 25,000 [single work order] along with credential certificate in similar nature of job between FY 2017-18 to 2022-23.
4.	Declaration	<ol style="list-style-type: none"> 1. Notarized declaration of Non Conviction Certificate as per Annexure –A. (Non Conviction Certificate affirmed after date of publication of NIT) 2. Application as per Section-VI. (in Letter Head of the Firm) duly signed by the bidder with rubber stamp.



N.B. It is the responsibility of bidder to go through the e-tender document to ensure furnishing of all required documents in addition to above, if any.

3. Financial Proposal (Single File)

The price schedule in form of BOQ (excel file) will be found under the published NIT schedule in the website (<https://wbtenders.gov.in>) and the least/ offer price must be quoted against each item(s),

Opening of Tender

The purchaser will open the bids on the specified date and time as indicated in the NIT. The Bidder/Authorized representative of the bidder may attend on the date of opening of bid as well as the pre-bid meeting as per schedule. The EMD for the said tender shall be verified first. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation.

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Opening of Technical Proposals:

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs). In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened.

IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR E-TENDER BY THE BIDDER IN HIS/HER TECHNICAL/FINANCIAL PROPOSAL,BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee will examine the original documents as they are uploaded ase-tender documents as per Section-IV clause 1 & 2. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.



The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

Section IV : Draft Proforma for Non-Conviction (In a form of affidavit).

I/We..... the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.

Full Signature of Deponent

**Signature of Advocate with
Seal identifying the Deponent**

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Section V : Tender Application Form (to be given in Official letter head with proper seal & signature)

**To
The Chief Medical Officer of Health
North 24 Parganas**

Ref: Your e-tender NleT No.

I/We, the undersigned have examined the entire e-tender document, including amendment/corrigendum number, dated.....(if any)eligibility criteria, required documentations, terms & conditions etc.The receipt of which is hereby confirmed.

I/We now offer to supply and deliver the goods and/ or services in conformity with your above referred document for the sum, as shown in the price schedule/Bill of Quantity attached herewith and made part of this bid.

I/We hereby declare that all data and documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If my/our bid is accepted, we undertake to supply the goods or service as per the specification, in accordance with the delivery schedule and terms and conditions, including amendment/ corrigendum if any.

I/We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

I/We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities/ Organization/ Institution/ local bodies and never convicted by any Court of law for any offence.

Brief of court/legal cases pending, if any, are following:

We would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by you to verify this statement.

I/We understand that the e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

(Signature with date)

(Name, designation, seal of authorized person to sign bid for and on behalf of Bidder)





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Section VI : List of Articles with Specification :

Sl. no.	Items	Specifications	Units
1.	TICKET	1. Bed Head Ticket 16.50"x13.25", 70 GSM, both side print, top head binding with back board, 100 Leaf/pad.	Pad
		2. Bed Head Ticket (Computerized) 10"x48"(in four part), 100 GSM Both side print, In blue colour, 500 pieces per Box / sample may be seen at office of the CMOH	Box
		3. OPD Ticket 8.75"x10.75", 70 GSM Single side print, white paper, 100 pages/pad	Pad
		4. OPD Ticket (Computerized) 10"x12", 100 GSM, Both side print, both side blue colour, maplitho, perforation at both ends for dots matrix printing, 2000 pieces/box	Box
		5. OPD Ticket (Red) 8.5"x11.25", 110 GSM pink, both side print, printing perforated in 2 part, 100 pieces per book	Book
		6. OPD Ticket (Red) – 8.75"x 10.75" _140 GSM _PINK_ MG Board_ middle perforated book_100 leafs _ both side single colour_ sewing/stapled book	Book
		7. OPD Ticket (Emergency) – 7"x 4.5" size 70 GSM_ 100 leafs per pad _ single colour single side	Pad
2.	ENVELOPE	1. Envelope Skews :50 skews (each) with different number sequences 4 FDC-Lupin 99DOTS Envelope.Size ; 12.3 cm X 20.4 cm 210GSM CFBB Paper sealing with 8 mm A-grade solvent based double sided tape printed by offset lithogrphic printer. Pill Compartment :There are 28 pre cut pill compartments along the 2 long edges,folded at one of the short edges and perforated along the last short edge.On the inner side of the flaps,phone no are printed on 14 of 28 flaps and the outer side of that flaps are printed with "Phone Call" symbol.Envelope design : Prototype and number sequencing to be shared by the authority.	Pc
		2. Envelope Skews :50 skews (each) with different number sequences 3 FDC-Macleods 99DOTS Envelope.Size ; 14.485cm X 9.908 cm 210GSM CFBB Paper sealing with 8 mm A-grade solvent based double sided tape printed by offset lithogrphic printer. Pill Compartment :There are 28 pre cut pill compartments along the 2 long edges,folded at one of the short edges and perforated along the last short edge.On the inner side of the flaps,phone no are printed on 14 of 28 flaps and the outer side of that flaps are printed with "Phone Call" symbol. Envelope design : Prototype and numbersequencing to be shared by the authority.	Pc
		3. Envelope Skews :50 skews (each) with different number sequences 4 FDC-Macleods 99DOTS Envelope.Size ; 12.914cm X 12.185 cm 210GSM CFBB Paper sealing with 8 mm A-grade solvent based double sided tape printed by offset lithogrphic printer. Pill Compartment :There are 28 pre cut pill compartments along	Pc

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		<p>the 2 long edges, folded at one of the short edges and perforated along the last short edge. On the inner side of the flaps, phone no are printed on 14 of 28 flaps and the outer side of that flaps are printed with "Phone Call" symbol. Envelope design : Prototype and number sequencing to be shared by the authority.</p>	
		<p>4. Envelope Skews :50 skews (each) with different number sequences 3 FDC-Lupin 99DOTS Envelope. Size ; 11.2 cm X 18.2 cm 210GSM CFBB Paper sealing with 8 mm A-grade solvent based double sided tape printed by offset lithographic printer. Pill Compartment : There are 28 pre cut pill compartments along the 2 long edges, folded at one of the short edges and perforated along the last short edge. On the inner side of the flaps, phone no are printed on 14 of 28 flaps and the outer side of that flaps are printed with "Phone Call" symbol. Envelope design : Prototype and number sequencing to be shared by the authority.</p>	Pc

Section VII : Eligibility Criteria & Terms & Conditions

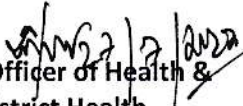
1. Incomplete or bid with insufficient documents required for this NIT will be rejected.
2. The authority may check or test the quality of the Items of each part before finalization of Financial Bid. If any deviation found according to the specification, the authority has every right to cancel the total/part of the tender with forfeiting the security money & EMD.
3. The final amount reflects in the financial bid by the bidder(s) will be treated as inclusive of all taxes (GST, direct or indirect) and all charges like cost of material, printing, all incidental charges, fitting, delivery etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said financial bid.
4. The applying Agency/Firm must be registered with PAN, I. Tax, IT return, & P. Tax, Trade License of current validity.
5. The tendering authority has the liberty to ask for performance demonstration of any item before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder and go for the next bidder.
6. The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.
7. **PENALTY FOR FURNISHING OF FRAUDULENT / MISLEADING DOCUMENTS:** If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, forfeiture of Performance Bank Guarantee if enlisted as a supplier.



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8. The price is to be quoted in Indian Rupees including cost of insurance, packing, forwarding, freight charges, clearing charges and installation of the new instrument. Agency commission is not permissible.
9. After evaluation of technical bids, the financial bid of technically eligible/qualified bidders will be opened and finalized.
10. Before finalization of Finance Bid, samples may require to be placed before the tender selection committee, if so desire for verification & further process of Financial Bid. Tender Inviting Authority is not bound to issue Award of Contract (AOC) to L1 bidder.
12. In case of tie bid the selection shall be made on the basis of Memorandum No. 2320-F(Y) dated 07.06.2022.
13. Tender should be addressed & submitted to the CMOH & Secretary, District Health & Family Welfare Samity, North 24 Parganas ; Bidders may download tender enquiry documents from the website :
www.wbhealth.gov.in
14. Any subsequent notice regarding this tender shall be uploaded in above website & e-portal only.
15. In the event of any of the above mentioned dates being declared as a holiday for the CMOH & Secretary, District Health & Family Welfare Samity, North 24 Parganas. The tenders will be opened on the next working day at the appointed time or as desired by Tender Selection Committee.
16. The authority reserves the right to accept or reject any tender in part or in full even the entire tender process at any time prior the award of contract without assigning any reasons thereof.
17. The undersigned would be at liberty to procure such printed items as many tranches as may be considered expedient in the interest of public service.
18. The rate so offered in the financial bid will remain valid for two years from the date of issuing of first 'Award of Contract' and may be extended further on mutual agreement.
19. Printed materials are to be supplied at the District Store or / and to the different health units including those are under different municipalities and corporation of this District in staggered manner according to the consignee list provided with supply orders.
20. Different agencies will be selected for each of the items (e.g. Envelop & Tickets). Selection of bidder will be based on the aggregated cost of sub items of an item.


Chief Medical Officer of Health &
Secretary District Health
& Family Welfare Samiti
North 24 Parganas

NIT No. CMOH-N24Pgs/Tender/Printing(2ndCall)-5829/1(9)

Date :27/07/2023

Copy forwarded for information & necessary action to-

1. The Director of Health Services, Government of West Bangal.
2. The District Magistrate, North 24 Parganas.
3. The Add. District Magistrate (Health), North 24 Parganas.
4. The PO, NHM & Deputy Secretary, H&FWS, Govt. of W.B.



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5. The Dy. Chief Medical Officer of Health-I/II/III, DTO, North 24 Parganas .
6. The Accounts Officer& Treasurer, DH&FWS, North 24 Parganas.
7. The I.T Coordinator, SwasthyaBhawan with the request to upload this notice in the official website of SwasthyaBhawan.
8. The D.I.O, North 24 Parganas with the request to upload this notice in the official website of North 24 Parganas District.
9. Office Copy.


Dy. Chief Medical Officer of Health-I
North 24 Parganas