

ORISSA STATE AIDS CONTROL SOCIETY (OSACS)
(Department of Health & Family Welfare), Government of Orissa



Letter No.: XIV-BS-68/2009/2011:188 /OSACS

Dated: 10/01/2012

To

The Advertisement Manager,

“Dharitri” & “ Samaya”

Sub: - Release of advertisement.

Sir,

Enclosed please find a copy of the advertisement for release in your esteemed daily once by **11th January'2012** and submit the bills in duplicate to this office as per the approved rate of I & PR Deptt for making necessary payment.

Yours faithfully,

Sd/-

Additional Project Director

Encl: As above.

No.: XIV-BS-68/2009:189/OSACS

Dated: 10/01/2012

Tender Call Notice on N.S. Method

Sealed tenders are invited from different registered firms having expertise in the field of printing for print and supply of posters & leaflets. The detailed quantity, specifications and terms & conditions are available in the website of www.orissa.gov.in and www.osacs.nic.in, which may be downloaded for use. Interested parties may submit their tender super-scribing “**Tender for Printing of Registers for Blood Safety**” to the undersigned on or before **3.30 P.M on 21/ 01 /2012** by post or courier services.

Sd/-

Project Director

TERMS AND CONDITIONS

Government of India has received a credit from the International Development Association (IDA) and a Grant from the Department for International Development (DFID) in various currencies towards the cost of the AIDS prevention Project and intends to apply a part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

1. General information:

The prospective bidders may download the complete sets of the tender documents directly from the websites at **www.orissa.gov.in** and **www.osacs.nic.in** and submit the same to OSACS with sign and seal on each and every page along with the cost of the EMD in shape of crossed Demand Draft/Pay Order drawn on any Nationalized Bank in favour of Orissa State AIDS Control Society, payable at Bhubaneswar. The cost of the EMD, which is mandatory for all the bidders. In case of bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of submission of the tender documents. Project Director, OSACS shall have no responsibility for any delay/omission on part of the bidder. The tender paper will be rejected, if the bidder changes any clause or Annexure of the bid document downloaded from the website.

2. Bid Price:

- a) The bid shall be for the full quantities of all items as described in schedule of requirement and specification as specified in **Annexure-I**. The items wise quantity and the format of bid price is specified in **Annexure-II**, which should be used at the time of submission of quotation. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- b) The bid price shall include the excise duty and the bidder's cost towards insurance, packing & forwarding and delivery at OSACS including other ancillary cost involved during course of printing.
- c) Sales Tax/VAT and any other local taxes should be clearly mentioned separately in terms of percentage and amount in the price bid sheet.

3. Bid Security:

The bidder shall furnish bid security 2% of the quoted value in the shape of bank draft/Pay Order in favour of Orissa State AIDS Control Society, payable at Bhubaneswar. Any bid not secured with bid security will be rejected. The above bid security will be forfeited if a bidder (i) withdraws its bid during the period of bid validity or (ii) fails to perform the contractual obligations as per the purchase Order. The EMD of the non responsive/unsuccessful bidders will be returned after finalization of the tender.

4. Each bidder shall submit only one bid. Alternative bid shall not be accepted.
5. The bidder shall furnish up-to-date attested photocopies of VAT clearance and photocopy of VAT Registration certificate.
4. Sample of papers (minimum A4 size) should be submitted for each item, which should be duly stamped and signed by the bidder.

5. **Validity of tender.**

The tender shall remain valid for a period not less than **90 days** from the date of opening of the bid.

6. Notwithstanding the above, the purchaser reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids at any time prior to the issue of Purchase Order. The purchaser reserves the right at the time of placement of purchase order to increase or decrease the required quantity up to 20%.
7. Before printing, the supplier should submit proof copy for necessary verification for final printing, otherwise the wrong printing materials shall not be accepted by OSACS and no payment will be made for those items.
8. The delivery should be completed within 30 days from the date of receipt of the final proof and the firms should submit the proof for finalization within 3 days from the date of receipt of the purchase order.
9. 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 a maximum of 10% of purchase order value which will be deducted from the total payment due. In case of any problems, extension of time period will be allowed for another 30 days.
10. Full payment along with bid security will be released after receipt of the correct test report from EPM laboratory. If the test report is not as per the specification, then the firm will reprint the materials otherwise payment will not be made and EMD will be forfeited & the firm will be blacklisted from OSACS for a period of three years.
11. The bids are liable to be rejected if any of the above conditions is not complied with.

12. **Eligibility Criteria:**

- a) Required bid security (EMD).
 - b) Price sheet as per prescribed format.
 - c) Price quoted for all the items not for individual items.
 - d) Attested copy of VAT registration.
 - e) Attested copy of up-to-dated VAT clearance certificate.
 - f) Sample paper (minimum A4 size) of each item with sign and stamped.
 - g) Photocopies of 50% order value of the quoted price received from different organization during the year 2008-09, 2009-10 & 2010-11 as per the format specified in **Annexure-III**.
13. Issue of Purchase Order.
The Purchase order will be placed to the selected bidder(s) whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price for the package. The terms of the accepted offer shall be incorporated in the purchase order. The lowest responsive price in case of individual items shall not be taken into consideration.
14. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
 15. Any legal dispute arising out of this is subject to Bhubaneswar jurisdiction only.
 16. Bidders may be present in person or through one of their representative during the opening of bid at **16 hours on 21/ 01 /2012**.

Annexure-I

Schedule of requirement & Specification

Sl. No.	Name of the Materials	Quantity	Specifications
1	Records of Blood bag	5000	Inner -102 pages both side single colour printing, Size- 28 X 44 c.m (approx.) . 80 GSM conquest/laser paper. cover- 300 GSM glossy art paper with multi colour printing & matt lamination. Binding – Gum binding.
2	Records of Components supplied	5000	-do-
3	Issue register	5000	-do-
4	Master Record for Blood & its Components	5000	-do-
5	Blood Donor Record	5000	-do-
6	Records of Diagnostics Kits	5000	-do-
7	Cross Matching Register	5000	-do-
8	Record of Transfusion Adverse Reaction	100	-do-
9	Records of Equipments Calibration	100	-do-
10	Discard Register	160	-do-

Annexure-II

Format of Bid Price

1	2	3	4	5	6
Sl. No.	Name of the Item	Quantity	Unit Price (Rs)	Total Price (Rs) (3 x 4)	Taxes
1	Records of Blood bag	5000			
2	Records of Components supplied	5000			
3	Issue register	5000			
4	Master Record for Blood & its Components	5000			
5	Blood Donor Record	5000			
6	Records of Diagnostics Kits	5000			
7	Cross Matching Register	5000			
8	Record of Transfusion Adverse Reaction	100			
9	Records of Equipments Calibration	100			
10	Discard Register	160			

In words: _____ (Excluding taxes)

a) In case of discrepancy between Unit Price & Total Price, Unit Price shall prevail:

We agree to supply the above items in accordance with the specification for a total cost as mentioned above within a period of 30 days from the receipt of final proof.

Date:
Place:

Signature of the Bidder
Name & Business Address:

Annexure-III

Format for submission of past performance

Sl. No.	Year	Order No. Date	Order value	Name of the Organization.
01	2010-11			
02	2009-10			
03	2008-09			
Total				

Date:

Name and Address of the Firm.
Signature of the bidder

NB: Copies of the order received from different departments should be enclosed in the tender, otherwise the order value mentioned against the order no. shall not be taken into consideration.

CHECK LIST

<u>Name of Document</u>	<u>Submitted (Yes / No)</u>	<u>Page No</u>
Earnest Money Deposit (EMD)	:	
Tender Paper Cost	:	
Attested copy of the Registration Certificate of the firm	:	
Attested copy of up-to-date VAT/Tax Clearance Certificate	:	
Price sheet as per price format	:	
Sealed & Signed Sample Paper (At least A4 Size)	:	
Proof Copy of Past Performance	:	
Whether blacklisted by any Organization/institution	:	

Seal with signature of the Bidder.