

**CITY HEALTH SOCIETY, BHUBANESWAR**

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**Tender Reference No. 06/NUHM/2017/CPMU/BBSR**

**TENDER DOCUMENT**

**FOR**

**Supply & installation of Hoardings at  
Different places of BMC Area and different printing  
& painting assignments.**

**OFFICE OF THE ADMO (PH), BHUBANESWAR**

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## SECTION -I

### NOTICE INVITING TENDER

Tender Reference No: **06/NUHM/ 2017/CPMU/BBSR.**

Dated: **06.12.2017**

TENDERS ARE INVITED FROM ELIGIBLE BIDDERS AS PER THE ELIGIBILITY CRITERIA FOR INSTALLATION OF HOARDINGS AND PRINTING / PAINTING OF DIFFERENT ASSIGNMENTS.

1	Period of Availability of Tender Document	From 07.12.2017 to 20.12.2017 <b>(Downloadable from website: <a href="http://www.bmc.gov.in">www.bmc.gov.in</a>)</b> In case of any bid amendment and clarification, responsibility, the bidders to collect the same from the above mentioned website before last date of submission of tender document and the tender inviting authority shall have no responsibility for any delay / omission on part of the bidder.
2	Date, time & place of Pre-bid meeting	Date : 11.12.2017, Time : 11.30 am Place : Office of the ADMO(PH),Unit-2, Ashok Nagar,Bhubaneswar
3	Last date & time for submission of Tender	<b>Date : 20.12.2017,Time: 2.00 pm</b> <b>Address for Submission of Bid:</b> Office of the ADMO(PH),Unit-2, Ashok Nagar,Bhubaneswar <b>(Through Speed post / Registered post / Courier)</b>
4	Date, time and place of opening of Tender	a) <b>Technical Bid (Cover A) opening 20.12.2017 at 4.00 pm at the address mentioned above.</b> b) <b>Financial Bid (Cover B):</b> <i>The date of opening of financial bid will be intimated to the firms found successful in the technical bid evaluation.</i> <i>( Venue is mentioned at the address mentioned above)</i> <i>(Bidders / authorized representative may remain present at the time of opening of bid)</i>

## SECTION -II

### IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1	Mode	Through Open Advertisement
2	Purchaser	ADMO(PH), Bhubaneswar
3	Consignee	Different places of BMC area
4	Delivery / installation Period	Within 45 days from issue of the purchase order.
5	Tender Document Cost	<b>Rs.2,500/-</b> The tender document cost is to be submitted in the shape of bank draft in favour of City Health Society, NUHM,Bhubaneswar from any Nationalised / Scheduled Bank payable at Bhubaneswar.
6	Earnest Money Deposit (EMD)	<b>Note: The bidder may quote for any or all the items required by submitting appropriate amount of EMD for that purpose.</b> The Earnest Money Deposit will be paid in the shape of demand Draft only in favour of City Health Society, Bhubaneswar from any Nationalised / Scheduled Bank <b>payable at Bhubaneswar.</b>
7	Performance Security	The selected firm should submit the performance security in shape of Bank Draft /Bank Guarantee, equal to the amount of 10 % of the purchase order value (excluding the tax) of the items within 21 days of issue of the purchase order & the same will be returned back after I year from completion of Job.
8	Pre-qualification (Eligibility Criteria)	Detail eligibility criteria is mentioned at Clause 2.1 in Section -III

## SECTION -III

### TERMS AND CONDITIONS FOR SUPPLY & INSTALLATION OF MINIHOARDINGS AND OTHER PRINTING AND PAINTING ASSIGNMENTS

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- 1.1 Sealed tenders will be received till 20.12.2017 up to 4.00 PM by the office of the ADMO (PH), Bhubaneswar. Any tender received after the due date & time will be rejected / returned to the sender unopened. **The tenders will be received through Regd. Post / Courier services / Speed Post.**
- 1.2 Pre-bid conference shall be held in the office chamber of ADMO (PH), Bhubaneswar on dt.11.12.2017 at 11:30 A.M. The prospective bidders may attend and clarify any doubts on the terms and conditions of the bid document.
- 1.3 The bidder(s) are to submit their tenders in **separate** sealed covered envelopes for **technical bid** and **financial bid** by superscribing **Cover “A” (Technical Bid) & Cover “B” (Price Bid)** and both the sealed covers should be put into a **third outer Cover**, which should be superscripted as “Tender for supply & installation of mini hoardings and different printing and painting assignments”.
- 1.4 The Sealed tenders “Cover A” (Technical Bid) submitted by the tenderers will be opened at the office of the ADMO (PH), Unit-II, Ashok Nagar, Bhubaneswar, at 4.00 PM on 20.12.2017. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.

#### ELIGIBILITY CRITERIA

- 2.1 Agencies are eligible to participate in the tender provided, they fulfill the following conditions:
  - (i) Must have valid registration certificate.
  - (ii) Tenderer should have proof of supply of **the required quantity** mentioned in the schedule of requirement mentioned in the schedule of requirement to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies and purchase order copies in support of that in last 3 years. (As per format Annexure VII – (Itemwise))
  - (iii) Proof of annual average turnover of **A. Rs.25.00 lacs ( for Big Hoarding, Mini Hoardings ) B. Rs.10.00 lacs (Other printing & painting assignments)** or more in the last three (3) financial years certified by the Chartered Accountant as per the format at **Annexure VI**.
  - (iv) Manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting. Copies of stay order(s) if any against the blacklisting should be furnished along with the bid.

#### DOCUMENTS TO BE SUBMITTED

**The following documents should be enclosed in Cover “A” (Technical Bid) by the tendered. All the photocopies are to be attested by a Notary Public / Gazetted Officer.**

#### TECHNICAL BID:

- 3.1 Checklist with detail of the documents enclosed in **Cover “A”** (as per **Annexure - I**) with **page number**. The documents should be *serially arranged* as per this **Annexure-I** and should be securely tied and bound.

- 3.2 Tender document fee of Rs.2,500/- in shape of Demand Draft.
- 3.3 Earnest Money Deposit(s) as mentioned in the **Clause 6 of Section -II** in shape of Demand Draft). Details of EMD and the name of the agency should be clearly mentioned.
- 3.4 Details name, address, telephone no., Fax, e-mail of the agency and office in Odisha .
- 3.5 The declaration form in **Annexure - IV** duly signed by the tenderer before Notary Public / Executive Magistrate.
- 3.6 Certificate duly filled by the Auditor / Chartered Accountant that the annual average turnover of the firm is Rs.25 lacs (for items mentioned in Part A of schedule of requirement) / 10 (for items mentioned in Part A of schedule of requirement lacs) or more in last 3 financial years.
- 3.7 Performance Statement (**Annexure - VII (Item wise)**) during the last three years towards proof of supply of similar items to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies. The copy of Purchase orders should be furnished in support of the information provided in the performance statement (Item wise)

#### **COVER –B (PRICE BID)**

4. The price to be quoted for items should be sent in the prescribed price format in a separate sealed cover hereafter called **Cover “B” (Price Bid)**.

**Cover –B (Price Bid) of the tenderers who qualify in it’s Technical Bid (Cover – A) and complies to tender specification & find to be as per technical specification and Product demonstration (if required) will only be opened .**

- 4.1 The tender format (Price Schedule) in duplicate in the prescribed form (as per **Annexure – IX**), must be submitted in Cover-B. The price of the item should be quoted inclusive of material cost, tax, transportation, erection, mounting. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
- 4.2 The Cover “B” of tenderers, who qualifies in their technical bid, will only be opened at the office of “ADMO (PH), Bhubaneswar” date & time which will be intimated to them by ADMO (PH), Bhubaneswar.

#### **REJECTION OF TENDER**

5. The tender submitted by the bidder will be rejected, if any of the following documents are wanting / not submitted with the tender:
  - (i) Registration Certificate
  - (ii) Earnest Money Deposit (EMD).
  - (iii) Annual average turnover of the firm is Rs.25 lacs or more in last 3 financial years for agencies applied for item as in **schedule - A** and **for** agencies applied for item as in **schedule - B** annual average turnover of Rs.10 lacs or more in the last 3 (three) financial years (for bidders who are applied for other printing and painting assignments mentioned in tender excluding Mini hoardings).
  - (iv) GST Registration
  - (v) Proof of supply/ installation of the quoted item as mentioned in the schedule of requirement to any Govt. Organization / Corporate Hospitals / PSU Hospitals / UN Agencies and certificate in support of that from the user during the last three years.

- (vi) Major deviations from the technical specification of the item(s) as per tender.
- (vii) Price bid / quoted rate with signature and seal (Hard Copy).

### **EARNEST MONEY DEPOSIT**

- 6.1 The amount of Earnest Money Deposit required is mentioned in the Section-II. The Earnest Money Deposit will be submitted in the shape of **demand Draft only** in favour of **City Health Society, NUHM, Bhubaneswar** from any Nationalized / Scheduled Bank payable at Bhubaneswar.
- 6.2 The EMD of the unsuccessful tenderers will be returned back without interest after placement of purchase order to the successful tenderer and EMD of successful tenderer will be returned after submission of performance security(ies).
- 6.3 The EMD will be forfeited if the tenderer withdraws its tender / furnish forged documents which is found during bid evaluation OR doesn't sign the contract / doesn't furnish performance security / doesn't supply the items as per specification (in case of successful bidder) within the stipulated time period.

### **PERFORMANCE SECURITY & AGREEMENT**

- 7.1 The performance Security should be submitted in shape of Bank Draft/Bank Guarantee from a Nationalized / Scheduled Bank in favour of City Health Society,Bhubaneswar equal to the amount of 10% of the purchase order value of the item (excluding taxes) within 21 days of issue of the purchase order.
- 7.2 The agreement (**as per Annexure – X**) will be signed between the supplier and the purchaser and will be kept by the purchaser.
- 7.3 The performance Security Money will be returned back to the tenderer without interest after the expiry of the 1 year from completion of job.
- 7.4 Security money will be forfeited if there is any violation of the tender terms and conditions.

### **TENDER CONDITIONS :**

- 8.1 Tenders should be typewritten or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission, failing which the tender will be ineligible for further consideration.
- 8.3 Rates inclusive of material cost,transportation,erection, mounting and GST ***should be mentioned in separate columns***. The rates quoted should be in **Indian Rupees only**. Rates quoted in any other currency will not be accepted.
- 8.4 The purchaser shall be responsible only after delivery and due verification, installation and commissioning of the product.
- 8.5 The rate per unit shall not vary with the quantum of order placed for destination point.
- 8.6 If there is difference between figures & words, words will be taken into consideration.
- 8.7 In the event of the date being declared as a holiday by Govt. of Odisha, the due date of sale, submission of bids and opening of bids will be the following working day at the scheduled place & time.
- 8.8 No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rate quoted by him. Clerical error / typographical error, etc. committed by the tenderers in the tender forms shall not be considered after opening of tenders. Conditions such as “ **SUBJECT TO AVAILABILITY**” / “**SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED**” etc., will not be considered under any circumstance and the tenders of those who have given such conditions shall be treated as incomplete and for that reason, shall be rejected.

- 8.11 If at any time during the period of rate contract, the price of tendered item is reduced or brought down by any law or act of the Central or State Government or the tenderer, the tenderer shall be morally and statutorily bound to inform the purchaser immediately about such reduction in the contracted price. The purchaser is empowered to unilaterally effect such reduction in rate, in case the tenderer fails to notify or fails to agree for such reduction of rate.
- 8.12 If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage the tender of the relevant items in the approved list shall be cancelled and steps will be taken to blacklist the said firm for three (3) years.
- 8.14 Rate should be quoted in Indian Currency, both in words and figures against each item as the payments will be made in Indian currencies only (Annexure-IX). The tenderer shall not quote the rate for any item other than the item specified in the list. (**Section V – Schedule of Requirement**).
- 8.15 Both Cover-A and Cover-B should have an **index and page number** of all the documents submitted inside that cover.
- 8.16 The Tax will be charged as per the guidelines given by the Finance Dept., Govt. of Odisha from time to time.
- 8.17 The requirement of items may increase or decrease depending on the situation.

#### **TERMS OF PAYMENT :**

- 9.1 No advance payments will be made to the tenderer.
- 9.2 100% of the bill value shall be paid to the agency on receipt of the installation certificate of the item certified by appropriate authority from the consignee in case of Large Hoardings, Mini hoardings, Swasthya kantha, sunboards and Citizen charter.
- 9.3 Payments as mentioned above will only be made after keeping the **performance security deposit** from the supplier as per clause no. 7.1, if they have not deposited the same before. Payment will only be made after ensuring signing of the Agreement, undertaking by the supplier to the purchaser.
- 9.4 No claims shall be made against the purchaser in respect of interest on earnest money deposit or performance security deposit or any delayed payment or any other deposit.
- 9.5 Payments in shape of Draft / Pay Order will preferably be despatched to the supplier by Registered post with A.D or e-payment / on-line transfer or may be handed over to the authorized person of the supplier.

#### **PENALTIES :**

- 10.1 If the successful tenderer fails to deposit the required performance security within the time specified or withdraws his tender after acceptance of his tender owing to any other reasons or unable to undertake the contract, his contract will be cancelled and the earnest money deposit / performance security deposit shall stand forfeited by the purchaser.
- 10.2 Violating the tender terms and conditions & non supply / supply which is not as per technical specification will disqualify the firm to participate in the tender for a period of 2 (two) years from the date of issue of letter and his E.M.D & performance security deposit will be forfeited and no further purchase order will be placed to that firm for that item.

10.3 In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the High Court of Odisha.

**INSPECTION:**

11.1 The selected supplier shall have to arrange for sample verification at the office of the ADMO (PH), Bhubaneswar before installation of the same. The members of the technical committee shall verify the samples to check their conformity to the specifications and other details incorporated in the contract.

**SECTION –IV**

**SCHEDULE OF REQUIREMENT**

<b>Schedule of Requirement</b>			
<b>Sl.No</b>	<b>Item Name</b>	<b>Specification</b>	<b>Unit Measures</b>
<b>Part-A</b>			
1	<b>Mini Hoardings</b>	<b>Size : 6ft * 3ft</b> 1. Display Material: Preferably 18 Guaze printed/painted Tin Plate. 2. Total Height : 10ft Iron angle (2"L Iron angle should be used) 3. Base: (Inside ground) - 2.0ft inside cement concrete. 4. Above ground (Ground to Top) - 8.0ft. 5. Length: 6ft 1 iron angle (2"L iron angle should be used)	<b>Per Mini Hoardings</b>
		<b>Size : 4ft * 3ft</b> 1. Dispaly Area : 4ft * 3ft 2. Display Material : Preferably 18 gauze printed/Painted Tin Plate. 3. Total Height from inside the ground : 10ft 1 iron Angel (2 L iron angel should be used) 4. Base (Inside Ground) - 2.0ft inside cement concrete 5. Above ground (Ground to Top) - 8.0ft 6. Length : 4ft L iron angel (2" L iron angel should be used)	<b>Per Mini Hoardings</b>
2	<b>Erection of large Hoarding at every Strategic Location</b>	1. Size (8" * 16") = 128ft 2. Quality of surface angel frame using should be good quality. 3. Joist - 5" * 2.5", Angle - 3" * 3", Angle - 2" * 2". 4. Three feet deep concrete on each pole of the board along with supporting iron angle. 5. Frame should be in iron angle. 6. Best quality flex with digital multicoloured printing os to be pasted on the frame. 7. Flex should be fixed through iron pipes and GI ware. 8. Height of hoarding would be 5 feet height from ground level. 9. The hoarding is inclusive of material cost, tax, transportaiton, erection, Mounting & AMC upto one year.	<b>Per Hoarding</b>
<b>Part-B</b>			
1	<b>FLEX BANEER</b>	First quality printing on two pass	<b>Per sq.Ft.</b>
		First quality printing on four pass	<b>Per sq.Ft.</b>
		Size 8'x16', First quality printing on four pass(Including fixation in the hording of BMC area)	<b>Per Flex Banner</b>
2	<b>LEAFLET</b>	Single Colour (Glossy) Size 22cm*28cm , 90 GSM Paper	<b>Per Leaflet</b>
		Multi Colour (Glossy) Size 22cm*28cm , 90 GSM Paper	<b>Per Leaflet</b>
		Single Colour (Normal) Size 22cm*28cm , 90 GSM Paper	<b>Per Leaflet</b>
		Multi Colour (Normal) Size 22cm*28cm , 90 GSM Paper	<b>Per Leaflet</b>

3	<b>Glow Sign Board</b>	(Size-15'x3',height-3',length-15',Iron box-18 iron sheet, Back lid print, Quality Light)	<b>Per Sign Board</b>
4	<b>Citizen Charter</b>	(Multi Color print,Base-2.5 ft. concrete inside earth, Hoarding pillar -2nos. of pillars of height 12.5 ft. including 2.5 ft inside earth, L shape iron angel of 3 Inch, hording frame -8ft X 4ft.L shape iron Angel of 2 inch)	<b>Per Citizen Charter</b>
5	<b>Display Board</b>	Sun Board Thickness:-3mm Sun Board Printing Process:-Eco Solvent Vinyl Printing Process:-Multicolor	<b>Per Sq.Ft.</b>
6	<b>Vinyle Sticker</b>	Eco Solvent Vinyl Printing Process:-Multicolor	<b>Per sq.Ft.</b>
7	<b>Wall Painting</b>	<b>Swasthya Kantha/Wall painting</b> -Quality & Durable Paints (Enamel paints) Size 5" * 6". Prior to painting premier coating on the wall has to be prepared.	<b>Per Swasthya Kantha/Per Wall painting</b>
		<b>Key Health Messages</b> -Quality & Durable Paints (Enamel paints) Size 4" * 2". Prior to painting premier coating on the wall has to be prepared.	<b>Per key Health Messages Painting</b>
8	<b>Signage-Standee</b>	Signage-Standee, Width :3 feet with Aluminum Base, Height: Flexible aluminum rod extendable maximum up to 6 feet height.Flex:3feet X 5feet(two set)	<b>Per Signage-Standee</b>
9	<b>Poster</b>	Poster , Demy Size (44 cm*56 cm),130 GSM Art paper with 1 inch backside gumming sticker at top and bottom	<b>Per Poster</b>
		Poster , Demy Size (44 cm*56 cm),130 GSM Art paper	<b>Per Poster</b>
10	<b>IEC Folder</b>	Size:14cmX28cm two fold(Total 4 pages),colour-Multi Colour,Paper-220 GSM Art paper,Lamination-Gloss lamination of both side (All 4 pages)	<b>Per IEC Folder</b>
11	<b>Directional Signage-Standee</b>	1. Dispaly Area : Width 10inch x Length 3ft 2. Display Material : Preferably 18 gauze printed Tin Plate. 3. Total Height from inside the ground : 6ft 1 iron Angel 1.5inch should be used) 4. Base (Inside Ground) - 2.0ft inside cement concrete 5. Above ground (Ground to Top) - 4ft	<b>Per signage</b>

(To be submitted in *Cover A -Technical Bid*)

**LIST OF ITEM(S) QUOTED**

Sl.	Name of Item(s)	specification

**Signature of the Tenderer :**

**Date :**

**Official Seal:**



(To be submitted in *Cover A -Technical Bid*)

**DETAILS OF EMD(S) SUBMITTED**

Sl.	Name of Item	EMD Amount (Rs.)
	<b>TOTAL (Rs.)</b>	

**Signature of the Tenderer :**

**Date :**

**Official Seal:**

**ANNEXURE – IV**

(To be submitted in *Cover A -Technical Bid*)

**DECLARATION FORM**

I / We .....having My / our  
.....office  
at.....do declare that I / We have  
carefully read all the terms & conditions of tender of the \_\_\_\_\_, Odisha for the  
supply / Supply and installation of printing materials. The approved rate will remain valid for a  
period of one year from the date of approval. I will abide with **all the terms & conditions** set  
forth in the **Tender Reference no.** \_\_\_\_\_

I/We do hereby declare I/We have not been de-recognised / black listed by any State  
Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for  
supply of Not of Standard Quality items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit  
and or Performance Security Deposit and blacklist me/us for a period of 3 years if, any  
information furnished by us proved to be false at the time of inspection / verification and not  
complying with the Tender terms & conditions.

I / We .....do hereby  
declare that I / we will supply the \_\_\_\_\_ as per the terms, conditions &  
specifications of the tender document.

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

**Affidavit before Executive Magistrate / Notary Public.**

(To be submitted in **Cover A -Technical Bid**)

**ANNEXURE – VI**

*(To be furnished in the **letter head** of the Auditor/ Chartered Account)*

**ANNUAL TURN OVER STATEMENT**

The Annual Turnover for the last three financial years of M/s \_\_\_\_\_ who is a Manufacturer /Distributor/Importer (*Pl. tick whichever is applicable*) are given below and certified that the statement is true and correct.

<b>Sl.No.</b>	<b>Year</b>	<b>Turnover in (Rs.)</b>
1.	2014 - 2015	-
2.	2015 - 2016	-
3.	2016 – 2017	-

*Average Annual Turnover* (for the above three years) in **(Rs.)** \_\_\_\_\_

Date:  
Place:

Signature of Auditor/  
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.*

(To be submitted in *Cover A - Technical Bid*)

**Annexure VII (Refer Clause no. 3.9)**

**PROFORMA FOR PERFORMANCE STATEMENT**

(For the period of last **three years**)

**ITEM WISE (Pl. Furnish separate performance statement itemwise if the bidder quote for more than one item & attach the order copies alongwith each performance statement)**

Tender Reference No. :

Name of Tenderer :

Name of Manufacturer :

Name of the Item :

Sl.	Order placed by (Address of purchaser) (attach documentary proof)*	Order no. & Date	Item Name	Qty	Value of Contract (Rs.)	Date of Completion		Reasons for delay if any
						As per contract	Actual	
1								
2								
3								
4								
5								
6								
7								
8								

**Signature and seal of the Tenderer**

## ANNEXURE IX

(To be submitted in COVER B - PRICE BID)

[ Note : Price schedule should be submitted in separate sheets for each item(s) quoted and sealed in separate envelops. Each envelop should be superscribed with the *Item Name* & all the envelops should be sealed in a outer Cover envelop superscribed as Cover B - Price Bid]

**List of Enclosures to be submitted in Price Bid :**

- 1) Price schedule format duly filled in and signed by the authorized signatory with company seal
- 2) Price schedule for each item sealed in separate envelops superscribed with Item Name
- 3) Photocopy of GST Registration

SL.N O	Item Name	Specification	Unit Measures	Rate per Unit(In Rs.)	GST & Other Taxes (If Any) (In Rs.)	Total Cost per Unit inclusive of all Taxes(In Rs.)
1	FLEX BANEER	First quality printing on two pass	Per sq.Ft.			
		First quality printing on four pass	Per sq.Ft.			
		Size 8'x16', First quality printing on four pass(Including fixation in the hording of BeMC area)	Per Flex Banner			
2	LEAFLET	Single Colour (Glossy) Size 22cm*28cm ,90 GSM Paper	Per Leaflet			
		Multi Colour (Glossy) Size 22cm*28cm ,90 GSM Paper	Per Leaflet			
		Single Colour (Normal) Size 22cm*28cm ,90 GSM Paper	Per Leaflet			
		Multi Colour (Normal) Size 22cm*28cm ,90 GSM Paper	Per Leaflet			
3	Mini Hordings	<p style="text-align: center;"><b>Size : 6ft * 3ft</b></p> <p>1. Display Material: Preferably 18 Guaze printed/pasted/painted Tin Plate.</p> <p>2. Total Height : 10ft Iron angle (2"L Iron angle should be used)</p> <p>3. Base: (Inside ground) - 2.0ft inside cement concrete.</p> <p>4. Above ground (Ground to Top) - 8.0ft.</p> <p>5. Length: 6ft 1 iron angle (2"L iron angle should be used)</p>	Per Mini Hordings			

		<p><b>Size : 4ft * 3ft</b></p> <ol style="list-style-type: none"> <li>1. Display Area : 4ft * 3ft</li> <li>2. Display Material : Preferably 18 gauge printed/pasted/painted Tin Plate.</li> <li>3. Total Height from inside the ground : 10ft 1 iron Angel (2 L iron angel should be used)</li> <li>4. Base (Inside Ground) - 2.0ft inside cement concrete</li> <li>5. Above ground (Ground to Top) - 8.0ft</li> <li>6. Length : 4ft L iron angel (2" L iron angel should be used)</li> </ol>	<b>Per Mini Hordings</b>			
4	<b>Sign Board</b>	(Size-15'x3', height-3', length-15', Iron box-18 iron sheet, Back lid print, Quality Light)	<b>Per Sign Board</b>			
5	<b>Citizen Charter</b>	(Multi Color print, Base-2.5 ft. concrete inside earth, Hoarding pillar -2nos. of pillars of height 12.5 ft. including 2.5 ft inside earth, L shape iron angel of 3 Inch, hording frame -8ft X 4ft.L shape iron Angel of 2 inch)	<b>per Citizen Charter</b>			
6	<b>Display Board</b>	Sun Board Thickness:-3mm Sun Board Printing Process:-Eco Solvent Vinyl Printing Process:-Multicolor	<b>Per Sq.Ft.</b>			
7	<b>Vinyle Sticker</b>	Eco Solvent Vinyl Printing Process:-Multicolor	<b>Per sq.Ft.</b>			
8	<b>Erection of Hoarding at every Strategic Location</b>	<ol style="list-style-type: none"> <li>1. Size (8" * 16") = 128ft</li> <li>2. Quality of surface angel frame using should be good quality.</li> <li>3. Joist - 5" * 2.5", Angle - 3" * 3", Angle - 2" * 2".</li> <li>4. Three feet deep concrete on each pole of the board along with supporting iron angle.</li> <li>5. Frame should be in iron angle.</li> <li>6. Best quality flex with digital multicoloured printing os to be pasted on the frame.</li> <li>7. Flex should be fixed through iron pipes and GI ware.</li> <li>8. Height of hoarding would be 5 feet height from ground level.</li> <li>9. The hoarding is inclusive of material cost, tax, transportaiton, erection, Mounting &amp; AMC upto one year.</li> </ol>	<b>Per Hoarding</b>			

9	Wall Painting	<b>Swasthya Kantha/Wall painting On MAS</b> -Quality & Durable Paints (Enamel paints) Size 5" * 6". Prior to painting premier coating on the wall has to be prepared.	<b>Per Swasthya Kantha/Per Wall painting On MAS</b>			
		<b>key Health Messages</b> -Quality & Durable Paints (Enamel paints) Size 4" * 2". Prior to painting premier coating on the wall has to be prepared.	<b>Per key Health Messages Painting</b>			
10	Signage- Standee	Signage- Standee, Width :3 feet with Aluminum Base, Height: Flexible aluminum rod extendable maximum up to 6 feet height.Flex:3feet X 5feet(two set)	<b>Per Signage- Standee</b>			
11	Poster	Poster , Demy Size (44 cm*56 cm),130 GSM Art paper with 1 inch backside gumming sticker at top and bottom	<b>Per Poster</b>			
		Poster , Demy Size (44 cm*56 cm),130 GSM Art paper	<b>Per Poster</b>			
12	IEC Folder	Size:14cmX28cm two fold(Total 4 pages),colour-Multi Colour,Paper-220GSM Art paper,Lamination-Gloss lamination of both side (All 4 pages)	<b>Per IEC Folder</b>			
13	Directional Signage- Standee	1. Display Area : Width 10inch x Length 3ft 2. Display Material : Preferably 18 gauze printed Tin Plate. 3. Total Height from inside the ground : 6ft 1 iron Angel 1.5inch should be used) 4. Base (Inside Ground) - 2.0ft inside cement concrete 5. Above ground (Ground to Top) - 4ft	<b>Per signage</b>			

(Total Cost per unit quoted should be inclusive of all cost, transportation & inclusive of charges of GST & other taxes if any as applicable)

Place:-  
Date:-

(Signature with seal of the authorized signatory)

AGREEMENT

THIS AGREEMENT IS MADE AT \_\_\_\_\_ THIS THE DAY OF \_\_\_\_\_ 2017

BETWEEN

Name of the Supplier  
with full address

Here in after called the “Supplier(s) \_\_\_\_\_” as 1<sup>st</sup> Party

AND

The ADMO(PH),Bhubaneswar

Represented through the

\_\_\_\_\_ / **THE CONSIGNEE**

Hereinafter called the “PURCHASER” \_\_\_\_\_ as 2<sup>nd</sup> Party.

Relying on the documents and representation of facts connected to the issue of aforesaid parties to undertake the responsibilities of sell and purchase of following equipment(s) etc. with the terms & conditions hereinafter laid down.

And whereas the 2<sup>nd</sup> party “Purchaser(s)” is willing to purchase

**Name of the Item:**

Specifications: As per specifications laid down in the Tender terms & conditions

The Supplier(s) has agreed to sell the equipment(s) completed in all respects according to the Tender requirements and their / his offer dtd. \_\_\_\_\_ and the Supplier(s) has also agreed to install to make them operative at the destination mentioned in the Tender document with the following descriptions and their cost mentioned against each.

<u>Description of goods</u>	<u>Qty</u>	<u>Price</u>	<u>Total</u>
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The price / cost of the item also include the followings in addition to above.

1. Freight
2. Transportation
3. Taxes
4. Charges for documents, instructions manual, tools
5. F.O.R. at the destinations mentioned in the consignee list
6. Installation charges.
7. Any other charges including loading & unloading, packing & forwarding etc. will be paid by the Supplier(s) till the completion of the installation and turnkey job if any.

**TERMS FOR PAYMENT :-**

**A.** The payment(s) shall be made by purchaser in Indian currencies. No advance payments towards cost of Instruments and Equipments etc. will be made to the tenderer. No payment will be made to the supplier if he has not deposited the unconditional performance security in shape of Bank draft/bank gurantee amounting to 10% of the purchase order value which will be deposited with the O/o of the concerned ADMO(PH) Bhubaneswar.=

**B.** Before release of payment the supplier has to submit the signed agreement, warranty documents of equipment and turnkey job to the consignee. The undertaking as per Annexure – XI & XII will also be submitted to the consignee with photocopies to the purchaser.

**TERMS OF CONTRACT :**

The ADMO(PH),Bhubaneswar will be at liberty to terminate the contract either wholly or in part without assigning any reason. The tenderers will not entitled to any compensation whatsoever in such terminations.

**PENALTIES :**

If the successful tenderer fails to execute the agreement and / or deposit the required security within the time specified or withdraws his tender after acceptance of his tender owing to any other reasons, he is unable to undertake the contract, his contract will be cancelled and the Earnest Money Deposit deposited by him along with his tender shall stand forfeited and he will also be liable for all damages sustained by the ADMO(PH),Bhubaneswar by reasons of such breach, such as failure to supply / delayed supply including the liability to pay any difference between the prices accepted by him and those ultimately paid for the procurement of the articles concerned. Such damages shall be assessed by the ADMO(PH),Bhubaneswar whose decision is final & binding in the matter.

If any articles or things supplied by the tenderer have been partially or wholly used or consumed after supply and are subsequently found to be in bad order, unsound, inferior in quality or description or are otherwise faulty or unfit for consumption / use & rusted then the contract price or prices of such articles on full will be recovered from the tenderer, if payment had already been made to him or the tenderer will not be entitled to any payment for that item & no further order will be given to him. For infringement of the stipulations of the contract or for other justifiable reasons, the contract may be terminated by the ADMO(PH),Bhubaneswar and the tenderer shall be liable for all losses sustained by the ADMO(PH),Bhubaneswar in consequence of the termination which may be recovered from the Security Deposit made by the tenderer or other money due or become due to him.

Supply of sub-standard items or non - performance of tender terms & conditions will disqualify a firm to participate in the tender for the next five years.

**ARBITRATIONS :**

In the event of any dispute out of the contract, such dispute should be subject to the Jurisdiction of the High Court, Odisha.

**CHANGE OF TERMS AND CONDITIONS :**

Any amendment to the terms & conditions and clauses of the agreement if required must be done in writing duly signed by the two parties.

IN WITNESS WHERE OF the parties herein to have set and subscribed their respective hands the day and year first herein above written.

Executed by Purchaser (s) / Consignee

Executed by Supplier(s)

In presence of (Witness)

In presence of (Witness)

**ANNEXURE – XII**

**UNDERTAKING**

**(To be submitted on Rs.50/- stamp paper)**



Tender ref. No. \_\_\_\_\_

Name of the equipment:

Date of Installation:

Name of the Consignee:

Name of the purchaser:

Sir,

I / we \_\_\_\_\_ hereby declare that

1. I / we am / are the manufacturers / authorized agents / distributors of \_\_\_\_\_.
2. I / we do accept / agree for the all clauses of payment terms and conditions of this tender.
3. I / we do hereby confirm that the prices / rates quoted are fixed and are at par with the prices quoted by me / us to any other Govt. of India / Govt. of Odisha Hospitals / Medical Institutions. I / we also offer to supply the stores at the prices and rates not exceeding those mentioned in the price bid.
4. I / we agree to abide by my / our offer for a period of 365 days from the date of approval of the tender.
5. I / we have necessary infrastructure for the maintenance of the equipment and will provide all the accessories / spares as and when required.
6. I / we also declare that in case of change of Indian Agent or for any other change, merger, dissolution solvency etc. in the organization of our foreign principles, we would take care of the Guarantee / warranty / maintenance of the machinery / equipment and have provided written confirmation for the same.
7. I / we shall provide assistance to the consignee in clearance and delivery of store at consignee's stores / premises.
8. The demurrage / storage charges, if any, payable to the customs department, due to non-receipt of required documents in time by the hospital / delay due to incorrect entries, mistakes to the documents etc. shall be borne by me / us.
9. I / we have carefully read and understood all the terms and conditions of the tender and shall abide by them.
10. I / we undertake to get the equipment's repaired within 48 hours of receiving of the complaint from the indenting hospital / consignee failing which a penalty @ 1% of the cost may be recovered from the performance security before releasing the same to us after 3 years warranty period.

Signature of the witness  
Name & address

Signature of the Tenderer  
Name & address

Dated

Seal of the firm.

**N.B:** 1. To be attested by Notary Public

2. Only to be submitted by the approved supplier / tenderer to the consignee and a copy to the purchaser before release of payment.