

Tripura State **AIDS** Control Society

No.F3 (5-18)/PROC/ART & ICTC/TSACS/2018-19


November.

2019

Expression of Interest (EOI) 2<sup>nd</sup> Call

Sealed EOI in two (2) bid system is hereby invited by the Project Director, Tripura State AIDS Control Society, Agartala, Tripura from the resourceful and reliable experienced Agencies/ Owners /or their authorized agencies for Printing & Binding of different Register to be used in ART & FI-ART centres throughout the state.

The detailed information, terms & conditions and description, specification and list of items etc. may be collected from the office of the undersigned (from Procurement section ) on any working day between 11 a.m. to 4 p.m. of 27<sup>th</sup> November, 2019 or can be down loaded the same from the website, [www.health.tripura.gov.in](http://www.health.tripura.gov.in) The last date of receiving quotation is up to 4 p.m. of **28<sup>th</sup> November, 2019** and will be opened on 29<sup>th</sup> November 2019 at 3-30-pm. if possible.

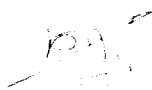


(Dr. P.K. Majumder)  
Project Director

Tripura State AIDS Control Society  
Agartala:Tripura.

**TERMS AND CONDITION**

1. Tender shall have to be submitted in sealed cover addressed to the Project Director, Tripura State AIDS Control Society, Health & Family Welfare Department, Govt. of Tripura, Akhaura Road, Agartala, Tripura (west) up to 4 **p.m. of 28<sup>th</sup> November, 2019.**
2. On to top of the envelop which needs to be super-scribed with the name of work, reference no. & last date of submission should be mentioned. The Quotation is likely to be opened on - 29<sup>th</sup> November, 2019 at 3-30 p.m. if possible. Quotationers or their representatives may remain present at the time of opening of quotations. No separate invitation will be given to the bidders.
3. The interested bidders shall submit the bids in 2 (two) parts, namely Financial Bid and the Technical Bid. The 2 bids should be put in 2 (two) separate sealed envelopes, indicating on the cover as to which one in 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 conditions submission of documents etc. in other words, 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 meeting all requirements will be short-listed. Thereafter, financial bids of only short-listed bidders will be opened.
4. Rate should be quoted in words and in figures. Taxes or charges with should be mentioned clearly and separately along with % of charges/taxes. Rate to be quoted for both the works (work-A ). Price should be quoted on FOR Door delivery.
5. Works should be completed with- in 30 (thirty) days from the date of issue of Final Order as mentioned under point sl. no.19& 20. A penalty of 1% on the total value shall be charged for every week or part of week of delay beyond stipulated period.
6. The quotation should be accompanied by up to date copies (self attested) of PAN Card, Valid Trade license of Printing Press (in case of local quotationer) , Working Experience in this background, if any, with proof. The interested bidder shall deposit EMD in the form of Bank Deposit AT – call/Call Deposit Receipt/Demand Draft only drawn in favor of Tripura State AIDS Control Society of Rs. 3000.00, (Rupees three thousand) Agartala having validity to cover the period of S.N.I.T from any scheduled Bank as earnest money along with the Technical Part only .
7. Earnest money of the un-successful bidders will be returned after the finalization of the process. Earnest money of the successful bidder will be treated as security money.
8. The quotation will be received by post/by courier only. Quotation received after the schedule time and date will be rejected and the undersigned will not be liable for any kind of delay.
9. No insurance charge is admissible. Neither part of work, nor part bill will be entertained.
10. Any settlement of legal dispute would have to be made at Agartala jurisdiction.
11. Income tax and all applicable tax will be deducted from the bill as per guidelines of the Govt./Society, if needed.
12. The security money shall be forfeited in case of failure to execute the order/orders within the stipulated period or any other breach of contract on the part of the successful bidders.
13. After successful completion of works (as per work order) the bill in triplicates should be submitted to the undersigned for payment.
14. Payment of bill will be made after completion of works successfully as per work order by e-transfer,
15. No enhancement of rates within the validity period of the contract shall be entertained.
16. The undersigned reserves the right to accept or reject any quotation in part/whole without assigning any reason thereof.
17. The approved rate shall remain valid up-to one year from the date of finalization of process.



18. The following works, specifications with size, quantity, are shown against each. The quantities may increase or decrease depending upon the need of the society.


**WORK-A**

Sl.	Name of the items	Specification	Quantity Required (in No.)
1.	Patient Treatment Record (White Card)	<ul style="list-style-type: none"> <li>➤ 3 fold wood paper (300 GSM white board), durable &amp; good quality</li> <li>➤ Size: 31 X 23 cm</li> <li>➤ Inner pocket- 1</li> <li>➤ Six printing sides</li> <li>➤ White colour</li> <li>➤ Item should be durable and of good quality</li> </ul>	2000
1.1	Extra Page for White Card (Paediatric)	<ul style="list-style-type: none"> <li>➤ Wood paper (300 GSM white board) both side printed</li> <li>➤ Size: 31 X 23 cm</li> <li>➤ White colour</li> <li>➤ Item should be durable and of good quality</li> </ul>	200
1.2	Extra Page for White Card Section-12	<ul style="list-style-type: none"> <li>➤ Wood paper (300 GSM white board) both side printed</li> <li>➤ Size: 31 X 23 cm</li> <li>➤ White colour</li> <li>➤ Item should be durable and of good quality</li> </ul>	1500
1.3	Extra Page for White Card Section-13	<ul style="list-style-type: none"> <li>➤ Wood paper (300 GSM white board) both side printed</li> <li>➤ Size: 31 X 23 cm</li> <li>➤ White colour</li> <li>➤ Item should be durable and of good quality</li> </ul>	1500
2.	Patient Booklet (Green booklet)	<ul style="list-style-type: none"> <li>➤ No. of pages- 20</li> <li>➤ Size: 21 X 15 cm</li> <li>➤ Inner side paper colour- White</li> <li>➤ Type of binding: simple (stapled)</li> <li>➤ Cover page- Bottle green colour card board 13.2 kg, 100 GSM mablitho</li> </ul>	2000
3.	Patient Visit Register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 21 cm</li> <li>➤ Total pages: 200</li> <li>➤ Paper quality- Ledger paper, light green, 80 GSM</li> <li>➤ Binding: Hard wood binding, 4 mm (Bottle Green colour )</li> </ul>	06
4.	HIV Care (Pre- ART ) Register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 41 cm</li> <li>➤ Total pages: 200 and 6 rows / page</li> <li>➤ Paper quality- Ledger paper, light green, 80 GSM</li> <li>➤ Binding: Hard wood binding, 4mm (Bottle green colour)</li> </ul>	06
5.	ART Enrolment Register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 41 cm</li> <li>➤ Total pages: 200 and 6 rows / page.</li> <li>➤ Paper quality- Ledger paper, light green, 80 GSM</li> <li>➤ Binding: Hard wood binding, 4mm (Bottle green colour)</li> </ul>	06

6.	Drug Dispensing Register (Adult)	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	12
7.	Drug Dispensing Register (Paediatric)	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	06
8.	OI Drug Dispensing Register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	06
9.	Drug Stock Register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 300 leaves both side printed.</li> </ul>	06
10.	Expired Drug Register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 21 cm</li> <li>➤ Total pages: 50</li> <li>➤ Paper quality- Ledger paper, light green, 80 GSM</li> <li>➤ Binding: Hard wood binding, 4mm (Bottle green colour)</li> </ul>	06
11.	ART Centre TB-HIV register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 21 cm</li> <li>➤ Total pages: 200 and 6 rows/ page</li> <li>➤ Paper quality- Ledger paper, light green, 80 GSM</li> <li>➤ Binding: Hard wood binding, 4mm (Bottle green colour)</li> </ul>	06
12.	PEP register	<ul style="list-style-type: none"> <li>➤ Size: 29 X 41 cm</li> <li>➤ Total pages: 50 and 6 rows/ page</li> <li>➤ Paper quality- Ledger paper, light green, 80 gsm</li> <li>➤ Binding: Hard wood binding, 4mm (Bottle green colour)</li> </ul>	06
13.	Viral Load Register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	03
14.	CD4 Test Kits & Consumables register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	03
15.	CD4 lab register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	03
16.	Fixed Assets Register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> </ul>	06

		<ul style="list-style-type: none"> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> </ul> <p style="text-align: center;">Contain 200 leaves both side printed.</p>	
17.	EID register	<ul style="list-style-type: none"> <li>➤ Size- 43 cm breadth X 68 cm length open size</li> <li>➤ 80 GSM conquest paper</li> <li>➤ Hard board binding with cloth.</li> <li>➤ Contain 200 leaves both side printed.</li> </ul>	03

19. The design of the above materials would be finalized by the CST section, Tripura SACS. DTP & Designing should be completed within 10 days from the issuing of supply order the draft materials along with and the same shall have to be submitted to the office of the undersigned for final proof.
20. On finalization of the proof, the work should be completed within 30 (thirty) days from the date of final order.
21. Shall deposit an amount of 5% of the value of ordered quantity as security money in the form of D-call/ Call Deposit Receipt/Demand Draft only from any scheduled Bank in favor of Tripura State AIDS Control Society before execute the Work Order within 15 days. It may be treated as performance security money. The said security money will be returned after successful completion of works.
22. The performance security money shall be forfeited in case of failure to execute the order within the stipulated period or any other breach of contract on the part of the successful bidder.

  
 (Dr. P.K. Majumder)  
 Project Director  
 Tripura State AIDS Control Society  
Agartala: Tripura.