



GOVERNMENT OF WEST BENGAL
JHARGRAM GOVERNMENT MEDICAL COLLEGE AND HOSPITAL
JHARGRAM, PIN: 721507
E-MAIL: principal.jhargramgmch@gmail.com
NOTICE INVITING E-TENDER

Memo No.: JGMCH / 2023 / 467

Dated : 17.08.2023

Tender reference No. : JGMCH / eNIT - 04 / 2023-24 2nd Call

**Bid Documents Including Terms and
Conditions of Quotation
For Supplying of Printed Items at the
Office of the Principal / MSVP,
Jhargram Govt. Medical College and
Hospital (Hospital side)
Jhargram, Dist-Jhargram-721507, W.B.**

**Department of Health and Family
Welfare
Government of West Bengal**





GOVERNMENT OF WEST BENGAL
Department of Health & Family Welfare
Office of the Principal,
Jhargram Govt. Medical College & Hospital
Jhargram, Dist Jhargram
Email : principal.Jhargramgmch@gmail.com

Memo. No: JGMCH/2023/ 467

Date.: 17.08.2023

NOTICE INVITING ONLINE QUOTATION (e - QUOTATION)

Principal, Jhargram Govt. Medical College & Hospital, Jhargram, Dist. Jhargram, invites quotation (Technical & Financial) from eligible and qualified bidders for Supplying of Printed Items for 1 (one) year. The 1(one) year contract period shall commence from the date of notification of award of contract for this tender.

Name of Work: Supplying of Printed Items at the Office of the Principal, Jhargram Govt. Medical College & Hospital (Hospital Side).

Tender Value: 16.00 lakh (Estimated)

Institution wise detailed requirement is noted below:-

Name of the Institution	Name of the work	Estimated value of work (Rs.)	EMD
JGMCH	Supply of Printed Items	Rs. 16.00 lakh	Rs. 10,000/-

The Tender Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.

In the event of e-Filling, intending bidder may download the tender document from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & earnest money may be submitted either by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the Principal, Jhargram Govt. Medical College & Hospital(e-treasury).

Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in e - Tender details at Page No3.

The documents submitted by the bidders should be indexed and also should be according to his / their Firm name.

Earnest Money: Amount of ₹ .10,000/- (Ten Thousand) only of Earnest Money is to be submitted online through the <https://wbtenders.gov.in> portal.

At the time of uploading the tender / quotation, the intending tenderer, / quotationer should select the tender to bid and initiate payment of pre-defined EMD for that tender by selecting from either of the following payment modes:

- Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.
- RTGS/NEFT in case of offline payment through bank account in any Bank with his / her tender / quotation as per Memorandum No. 3975-F(Y) dated: - 28.07.2016 of Secretary to the Government of West Bengal, Finance Department. The L1 bidder shall make the Formal Agreement after getting the

Letter of Acceptance (LOA) issued by the Tender Inviting Authority. Failure to make the Formal Agreement within the time period as to be prescribed in the Letter of Acceptance (LOA) for the purpose, may be construed as an attempt to disturb the tendering process and will be dealt with accordingly in a legal manner as deemed fit including blacklisting the bidder.

Refund of EMD: The EMD of the unsuccessful Tenderer deposited shall be automatically refunded through online process. The refund of EMDs will be paid to the bidders to the account from which the EMD transaction got initiated by the bidder. Accordingly, for internet banking transactions, the EMD will be refunded back to the internet banking account from which the bidder initiated the transaction. If the bidder has made EMD payment through RTGS/NEFT mode, the refund will go back to the account from which the RTGS/NEFT transaction got initiated.

Date and time Schedule of Quotation:

Publishing Date	17 /08/2023 From : 18 :00 hrs
Document Download Start Date	17 /08/2023 From : 18 :00 hrs
Document Download End Date	26 /08/2023 To : 15 :00 hrs
Bid Submission Start Date	17 /08/2023 From : 18 :00 hrs
Bid Submission End Date	26 /08/2023 To : 15 :00 hrs
Technical Bid Opening Date	28 /08/2023 To : 15 :00 hrs
Financial Bid Opening Date	Will Be Declared On Line After Technical Evaluation
PRE BID MEETING (Items Will Be Exhibited Which Have To Be Supply.)	22/08/2023 : 12:00 p.m.

1. The Tender should be addressed to Principal, JGMCH, Jhargram, Dist-Jhargram. [Tender documents will be available at www.wbhealth.gov.in](http://www.wbhealth.gov.in) , www.wbtenders.gov.in and www.JGMCH.ac.in. Any subsequent notice regarding this tender shall be uploaded on the website only.
2. In the event of any of the above-mentioned dates being declared as a holiday for JGMCH the tender will be opened on the next working day at the appointed time.
3. Only qualified technical bid will be considered for opening of financial bid.
4. For detailed query, if any, intending bidders are requested to contact with office on any working day at anytime during office hours.
5. Terms and conditions noted in Bid documents which are not applicable for this tender will be ignored.
6. The selected bidder will also be eligible for work order for any subsequent additional House Keeping and Cleaning services personnel sanctioned by state for JGMCH, Jhargram in the contract period.
7. In case it is found that two or more bidders' rate-quote is same, the lowest bidder will be decided by draw of lots.



Principal
Jhargram Govt. Medical College & Hospital
Jhargram

Memo. No.: JGMCH/2023/ 467

(1/10)

Date.: 17.08.2023.

Copy forwarded for information to :-

1. The Director of Medical Education, Swasthya Bhawan, Kolkata, Govt. of West Bengal.
2. The District Magistrate, Jhargram.
The MSVP, Jhargram Govt. Medical College & Hospital. (With a request to display on notice board for wide circulation)
3. The S.D.O., Jhargram.
4. The E.O., Jhargram Municipality.
5. The C.M.O.H., Jhargram.(With a request to display on notice board for wide circulation)
6. The Nodal Officer, Health & Family Welfare Department, Swasthya Bhawan, for publication in daily news papers.
7. The Post Master, Jhargram for Display in Notice Board.
8. The In-charge, I.T. Cell, Swasthya Bhawan, Kolkata. (with a request to publish on the Departmental Website Of www.wbhealth.gov.in).
9. The DIC, Jhargram. (with a request to publish on the Website)
10. Notice Board, JGMC.



Principal
Jhargram Govt. Medical College & Hospital
Jhargram

❖ ALL THE REQUIRED TECHNICAL DOCUMENTS NEEDED SHOULD BE ARRANGED IN THE FOLLOWING MANNER:

Sl. No .	Category	Sub Category (Folder)	Sub Category Description
1	CERTIFICATES	CERTIFICATES	Latest Trade Licence, PAN, 3 Years IT Including 2022-23 IT ACKNOWLEDGEMENT, PTAX, VALID & UP TO DATE IT,GST AND PROFESSIONAL TAX CLEARANCE, CURRENT GSTR3B Return MUST BE Uploaded.
2	CERTIFICATES	PAN CARD	PAN CARD
3	CERTIFICATES	GST REGISTRATION CERTIFICATE	GST REGISTRATION CERTIFICATE
4	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BY LAW, MOA,TRADE LICENCE,COMPANY REGISTRATION CERTIFICATE , POA
5	CREDENTIAL	CREDENTIAL 1	RESOURCEFUL, BONAFIDE & EXPERIENCED CONTRACTORS HAVING AT LEAST 2.5 lakh CREDENTIAL CERTIFICATE IN A SINGLE WORK ORDER OF SINGLE WORK OF SIMILAR NATURE DURING ANY ONE FINANCIAL YEAR FROM 2019-20 TO TILL DATE (Completion Certificate, WORK ORDER, SCHEDULE OF WORKS / BOQ (AS PER CREDENTIAL CERTIFICATE))
6	DECLARATION	DECLARATION FILE 1	Application, EMD Payment Challan, AFFIDAVIT (MENTIONING Tender reference No.) 1 st Call Affidavit Will Be Accepted.
7	DECLARATION	DECLARATION FILE 2	
<p>*** Only the required paper and documents as mentioned in above list should be uploaded, extra paper or redundant papers and documents may be the cause of cancellation of the concern bid.</p> <p>*** Credentials Certificate Before 2019-20 should not be uploaded, it may cause of Cancellation of the concern bid.</p> <p>*** All the data should be uploaded in PDF format only.</p> <p>*** For Multiple L1 Bidder, Decision Will be made on the basis of GO No. 2320-F(Y) Dated 7th June 2022 or as Latest Govt. Order available on the decision making Day.</p> <p>(Sample Of Items Will Be Exhibited On Pre Bid Meeting Which have to Supply. Different Quality Will Not Be Accepted.)</p>			

ALL THE CERTIFICATES SHOULD BE IN PROPER FOLDER AND SCANNED IN PROPER VISIBLE STATUS AS MENTIONED, e-Tender Notice Cannot be change Or Edited in any manner, It should be downloaded and uploaded without any change with digitally Signed, Change in any manner into the e-Tender Notice File May Cancel The Bid . The Tender Evaluation Committee Of Jhargram Medical College And Hospital, JHARGRAM MAY CANCEL THE BID IN ANY STAGE OF THE BIDDING PROCESS . The Tender Evaluation Committee may ask for the Original Certificates For Verification, if the Bidder was unable to produce the same in given time , TIC May Cancel the concern bid in any stage of the bidding process. The Tender Evaluation Committees Decision Is Final.

1. The bidder or the Principals of the firm must not have been black listed by any hospital or any Government authority. A declaration must be uploaded in Affidavit format in Non Judicial Stamp paper.
2. The bidder must not have been convicted in any criminal case or have any pending proceeding in any vigilance commission or any criminal case pending against it or its proprietors or principal employees in any court. A declaration must be uploaded in Affidavit format in Non Judicial Stamp paper.

SECTION VIII: TENDER APPLICATION FORM:

To,
The Principal, Jhargram Govt. Medical College & Hospital Teaching
Hospital.....District, On behalf of.....
Address.....

Ref: Your TE document No.....datedWe, the undersigned have examined the
above TE document, including amendment/corrigendum number.....dated (if
any), the receipt of which is confirmed.

- 1) We now offer to supply and deliver(Description of goods and/or service) 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.
- 2) If our bid is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements and Consignee list.
- 3) We further confirm that, if our bid is accepted, we shall provide you a performance security of required amount in terms of GCC clause, for due performance of the contract.
- 4) We agree to keep our bid valid for acceptance as required in the GIB clause, or for subsequently extended period, if any, agreed to by us.
- 5) We also accordingly confirm to abide by this bid up to the aforesaid period and this bid may be accepted any time before the expiry of the aforesaid period.
- 6) We further confirm that, until a formal contract is executed, this bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.
- 7) We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.
- 8) We confirm that we do not stand deregistered/banned/blacklisted by any government Authorities /Organization/Institution etc.
- 9) Brief of court/legal pending, if any, are following:
- 10) We would authorize and request any Bank, Person, Firm or Corporation to furnish Pertinent information as deemed necessary and/or as requested by the.....MCH/Principal, JGMCH to verify this statement.
- 11) We confirm that we have cash reserve for at least four(4) months' bill.
- 12) We also confirm that if our bid is accepted, we shall provide house-keeping equipments as to be required from time to time as specified.
- 13) We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/corrigendum if any.

(Signature with Date)
(Name and designation) Duly authorized to sign bid for and on behalf of Bidder:

PRE QUALIFICATION APPLICATION

TO
THE Principal
Jhargram Government Medical College And Hospital
Jhargram

REF: **TENDER NO. : JGMCH / eNIT – 04 / 2023-24 2nd Call Serial No.: 1**

Name Of The Work: Supplying of Printed Items for 1 (one) year To The JHARGRAM
GOVERNMENT MEDICAL COLLEGE AND HOSPITAL

SIR / MADAM,

HAVING EXAMINED THE STATUTORY, NON STATUTORY & NIT DOCUMENTS, I / WE HEREBY SUBMIT ALL THE NECESSARY INFORMATION AND RELEVANT DOCUMENTS FOR EVALUATION.

I / WE ARE AGREED WITH ALL THE CONDITION OF THIS NOTICE AND INTERESTED IN BIDDING FOR THE WORK(S) GIVEN IN ENCLOSURE TO THIS LETTER.

WE UNDERSTAND THAT-

- (A) TENDER INVITING & ACCEPTING AUTHORITY/ Principal Jhargram Govt. Medical College And Hospital - Jhargram CAN AMEND THE SCOPE & VALUE OF THE CONTRACT BID UNDER THIS PROJECT.
- (B) TENDER INVITING & ACCEPTING AUTHORITY / Principal Jhargram Govt. Medical College And Hospital – Jhargram RESERVE THE RIGHT TO REJECT APPLICATION WITHOUT ASSIGNING ANY REASON.

BIDDER's INFORMATION (All fields are required):

NAME OF THE BIDDER	▪ _____
MOBILE NO	▪ _____
e-MAIL ADDRESS	▪ _____
OFFICE ADDRESS	▪ _____
	▪ _____
GSTIN NO	▪ _____
PAN NO	▪ _____

- ENCLOSED (E-FILLING):**
- 1. STATUTORY DOCUMENTS.
 - 2. NON STATUTORY DOCUMENTS.
 - 3. FINANCIAL DOCUMENT.

PLACE: _____
DATE: / /

SIGNATURE OF THE APPLICANT

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SI No	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
1	X-Ray Forms (Radiology)	100 pages	700	9 x 7	70
2	USG Forms (Radiology)	100 pages	500	10x8.5	70
3	Haematology Forms	100 pages	500	10x8.5	70
4	Biochemistry Forms	100 pages	600	10x8.5	70
5	Urine ,stool & semen Forms (Pathology)	100 Pages	600	9 x 7	70
6	Mother information past history & ANC period	100 pages	150	10 x 8.5	70
7	Investigation slip	100 pages	500	8 x 6	70
8	Medicine Slip (Yellow)	100 Pages	8000	6 x 5	70
9	RSBY Investigation slip	100 pages	500	8 x 6	70
10	RSBY Medicine slip	100 pages	500	8 x 6	70
11	Astroprochar Chikitsa Prakaran & Abedan	100 pages	150	10 x 8.5	70
12	Birthreport forms	100 pages	40	8 x 10.5	70
13	Death report forms	100 pages	20	8 x 10.5	70
14	Gurutara Jhunki Bisayak Sammati Patra	100 pages	100	10 x 8.5	70
15	Admission register (With Page No.)	100 pages	500	14.5 x 8.5	70
16	Diet Khata	50 x 3 Pages (in Triplicate)	400	13 x 8.5	60
17	Continuation Sheet	100 pages	1000	13 x 8.5	70
18	JSSK Medicine Slip.	100 Pages	300	8 x 6	70

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SINo	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
19.	Postmortem Certificate.	100 Pages	2	10 x 8.5	75
20.	Computer Continuation Paper (Emergency.)	Each	44,000	10 x 12	80
21.	Satisfactory Survey Book IPD.	100 Pages	10	12 x 17	70
22.	Satisfactory Survey Book OPD.	100 Pages	10	12 x 17	70
23.	Blood Requisition Form.	100 Pages	300	10 x 8.5	70
24.	Radiology Register. (With Page No.)	100 Pages	12	14 x 9	70
25.	Injury Report in Triplicate.	50 x 3 Pages	10	10 x 6	70
26.	Details of Daily Collection Register. (With Page No.)	200 Pages	01	13.5 × 6	70
27.	Visiting Card.	Each	25,000	4 x 3	Century Board Paper
28.	JSSK Investigation Slip.	100 Pages	300	8 x 6	70
29.	Abedan Agayan Korar Bisoya Anumodon Abong Sammati Patra	100 Pages	300	11 x 8.5	70
30.	Post Operative Chart.	100 Pages	20	11 x 8.5	70
31.	Staying Certificate	100 Pages	30	11 x 8.5	70
32.	OPD Register.	200 Pages	02	10 x 12	70
33.	Stock Register Store. (With Page No.)	200 Pages	08	10 x 12	70
34.	Referral Card. (Both Side Print)	Each	2000	11 x 17	Board Paper
35.	Letter Issued Register. With Page No.	200 Pages	10	10 x 12	70
36.	Requisition Slip Book	100 x 2 Pages (One Purported Of Each Two)	40	11 x 8.5	60

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SI No	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
37	Coupon for CT Scan/Dialysis With Continuation Page No. With Perforation	100 pages	300	4.5 x 10	80
38	Autoclave/sterilization register	100 pages	50	12.5 x 8.5	70
39	Intake & output chart	100 pages	300	14 x 8.5	60
40	Referral slip for investigation	100 pages	15	8.5 x 5.5	70
41	Medico Legal examination of female victim (Set of Three Books With Duplicate, Bi Color, One Perforated)	100pages (in duplicate)	40 x 3 Set	11 X 8. 5	60
42	4A formfacilitybased Neonatal death	100 pages	200	11.8 x 8	75
43	Brought death form of emergency	100 pages	10	8.5 x 5.5	70
44	Issue register Blood Bank	200 pages	5	14 x 9	70
45	Blood donor record Register	200 pages	5	12 x 8.5	70
46	Master Record register (Blood Bank)	200 pages	5	14 x 9	70
47	Quality Control Register (Blood Bank)	200 pages	2	14 x 9	70
48	TTI Register (Blood Bank)	200 pages	5	14 x 9	70
49	Cross Match Register (Blood Bank)	200 pages	5	14 x 9	70
50	Master counseling Register (Blood Bank)	200 pages	5	14 x 9	70
51	Register for Blood Bag (Blood Bank)	200 pages	2	14 x 9	70
52	Register for diagnostic kit & reagent (Blood Bank)	200 pages	2	14 x 9	70
53	Register for purchase, use & stock ofdisposal item(Blood Bank)	200 pages	2	14 x 9	70
54	National HBsAg & HCV control Register (Blood Bank)	200pages	2	14 x 9	70

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SINo	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
55	Deferral Register (Blood Bank)	200 pages	2	14 x 9	70
56	Forward And Reverse Grouping Register (Blood Bank)	200 pages	5	14 x 9	70
57	Blood component register(Blood Bank)	200 pages	5	14 x 9	70
58	Donor screening form (Blood Bank)	Each	8000	A4 SIZE	100
59	Donor certificate	Each	8000	A4 SIZE	Card
60	Certificate of still birth	100 pages	5	11 x 8.5	70
61	4B Form	Each	200	11 x 8.5	70
62	F form for radiology (Both Side Print)	100 pages	40	14 x 8.5	70
63	Post mortem dispatch register	100pages	1	A4 SIZE	70
64	Death Register (With Page No.)	200 pages	5	14 x 8.5	70
65	Death certification at ward	100 pages	40	11 x 8.5	80
66	MCTS(Labor Room)	100 pages Both Side Print	10	11 x 8.5	70
67	Casesheetformaternity service L3 (As Per Govt. Format)	Each	3000	As Per Govt. Format	As Sample
68	Staying certificate	100 pages	10	11 x 8.5	70
69	Admission diet slip In Duplicate, One Slip Perforated With Number	50 x 2 pages	40	4 x 4.5	60
70	Surgical safety check list	100 pages	50	10 x 8	70
71	Still birth report form	100pages	5	8.5 x 7	70
72	Data Reporting Chart	100 pages	10	11 x 8.5	70

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SINo	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
73	Culture of microbiology Form (Both Side Print)	100 pages	30	11 x 8.5	70
74	Report of laboratory Investigation	100 pages	50	11 x 8.5	70
75	Dengue & scrub typhus work sheet	100 pages	50	11 X 8.5	70
76	Dengue top sheet (Both Side Print)	100 pages	50	11 x 8.5	70
77	Dengue & Chikungunya Form	100 Pages	50	11 x 8.5	70
78	Case summary report	100 pages	50	11 x 8.5	70
79	Scrub typhus form	100 pages	50	11 x 8.5	70
80	IDSP Form	100 Pages	20	A4 size	70
81	Labor room register (log) With Page No.	100pages	20	16.5 x 11	70
82	Fuel received book With Page No. And Perforation	100 pages	20	4.5 x 10	80
83	FNAC report form	EACH	200	11 X 8.5	70
84	Viscera form Of Book 1 & 2 Each 10 Books	100 pages	20	13 x 8	70
85	Disability application form	100 Pages	10	A4	70
86	Patient party intimation form	100 Pages	10	5.5 x 8.5	70
87	Police case Patient Discharged intimation form	100 pages	10	5.5 x 8.5	70
88	Ticket for Emergency (Manual)	100 pages	20	8 x 6	70
89	Post-mortem Certificate (in Duplicate 1 st Page Perforated Start With 4 Digit Number)	50 x 2 pages	20	11 X 8.5	60
90	Eye OPD register	200 pages	3	14 x 9	70

Projected Yearly Consumption of Printing items for the FY 2023-24 of JGMC&H.

SINo	Item Name	Accounting Unit (Book Of)	QUANTITY	Size In Inch	GSM
91	ARV indent form	100 pages	30	11 x 8.5	70
92	Register for NCDS	100 pages	6	14.5 X 8.5	70
93	Viscera label	100 Pages	15	3.8 x 8	70
94	Stock register for surgical O/T	200 pages	4	14 x 9	70
95	Baby identification card	100 Pages	20	4 x 4.5	100
96	Organizer Certificate (Blood Bank)	Each	200	11 x 8.5	Card
97	Diet Requisition Form For Contractor in Duplicate By Color, Perforated 1st Page Of Each Set.	50 x 2	30	11 x 8.5	60
98	Daily Manual Issue Register (Store)	200	4	14 x 9	70



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