

Government of West Bengal  
Office of the Chief Medical Officer of Health, Jalpaiguri  
District Health Administrative Building, 1<sup>st</sup>. Floor, Hospital Road,  
Post & Dist- Jalpaiguri : Telephone- 03561225394  
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Memo No. CMOH/Tender/3697

Dated, Jalpaiguri 30/8/2022

**E-Tender Notice invited for procurement of ACP Board of CMOH,  
Jalpaiguri vide NIT no. CMOH/JPG/e-Tender/03 dated. 30/08/2022**

E-Tender is invited by the Chief Medical Officer Of Health, Jalpaiguri as per G.O.No 5400F(Y) dated 25/06/2012 7 & 3103-F(Y) dt/27/07/2022 from financially strong, reputed and bonafide Firms/Press/ Retailer/ Contractors/ Suppliers with previous experience. The rate of item and taxes/charges if any must be shown separately beside the rate of item before quoting the rate inclusive of all taxes and charges. The rate will remain valid for the year 2022-2023. **Allotted amount for tender is less than Rs. 2,31,248/-**

Sl No.	Item	Quantity
1	6ft by 4ft. Aluminium Composite Panel (ACP) board with Eco Solvent Vinyl Print and fitting, fixing at UHCs under Jalpaiguri, Dhupguri and Mal Municipality.	04 No.
2	6ft by 4ft. Aluminium Composite Panel (ACP) board with Eco Solvent Vinyl Print and fitting, fixing at UHCs under Jalpaiguri, Dhupguri and Mal Municipality.	04 No.
3	Printing and pasting of IEC materials on 3ft X 2ft Aluminum paneled boards with fitting and fixing at UHCs under Jalpaiguri, Dhupguri and Mal Municipality.	25 Type of boards X 4 each= Total 100 nos. boards

**1) TERMS AND CONDITION OF TENDER**

- a) Offers received in response to this tender shall be dealt with as per Rule-47 of the West Bengal financial rule vol. 1 as amended from time to time and the Tenderer will be deemed to have been acquainted with such terms and condition.
- b) The Chief Medical Officer of Health, Jalpaiguri reserves the right to withdraw or modify the tender notice in whole or in part prior to acceptance of the tender offer without assigning any reasons thereof. He also reserves the right to accept or reject any or all Offers in whole without assigning any reasons thereof and he will not be bound to accept either the lowest tender or any of the other tenders.
- c) All tenderer shall be financially strong, and must abide to keep uninterrupted supply of printing forms.
- d) All Tenderer should abide by the terms and conditions of this tender.
- e) All Tenderer should preferably have experience in supplying of above mentioned in Govt. Hospitals and sufficient credential in this respect is to be enclosed. The Chief Medical Officer of Health, Jalpaiguri reserves the right to reject the offers of Tenders without adequate experience even if those offers are found lowest.



- f) In the event of the tender submitted by a firm it must be signed separately by each member thereof or in the event of absence of any of the partners it must be signed by on his/her behalf by a person holding a power of attorney authorizing him/her to do so. Such power of attorney is to be produced with the tender and in case of a firm carried on by one member of a joint family, it must disclose that the firm is duly registered under the Indian Partnership act.
- g) Any person submits a tender shall fill up usual printed form; stating at the rate he / she is willing to undertake the work. Tenders which propose any alteration in the work specified in the form of invitation to tender or in the time allowed for carrying out the work or which contain any other condition of any sort, will be liable to rejection.
- h) After scrutiny of the relevant papers (Enclosure 06 items) mentioned in the 3<sup>rd</sup> page (Sl no.5) of the tender paper will be accepted.
- i) Validity of the lowest Tender along with terms and conditions shall remain valid for 2022-2023 with effect from the acceptance of the Tender.

**2) EARNEST MONEY :-**

Each e-tenderer has to deposit Earnest Money in online mode through the ICICI Bank Payment Gateway as per Government guideline. The total amount of the tender is less than Rs. 2,31,248/- (Two lakh thirty one thousand two hundred forty eight) only. **The amount of Earnest Money to be submitted shall be Rs. 5,000/- (Five thousand) only, 2% of the estimated Tender value.**

**3) REFUND OF EARNEST MONEY :-**

- a) After completion of supply earnest money will be released to the successful bidders.
- b) The earnest money deposited with the tender shall be refunded to the Unsuccessful Tenderer.

**4) FORFEITURE OF EARNEST MONEY :-**

- a) If the firm/Tenderer withdraws his/her offer after accepting the Tender.
- b) If the firm fails to supplying the items within stipulated day of Communication regarding the acceptance of tender, written permission is to be taken from the Chief Medical Officer of Health, Jalpaiguri for extension of time if required. Allowing the further time shall be at the total discretion of undersigned and his decision in this regard is to be treated as final.
- c) Earnest money will be forfeited if a bidder after selection fails to supply the "articles" in due course.

**5) ENCLOSURE**

- a) Trade License/Enlistment (F/Y 2022-2023)
- b) PAN card of the Bidder / Bidder Company.
- c) GST Registration Certificate.
- d) P. Tax registration certificate.
- e) IT Return for the Assessment Year 2021-2022.
- f) Demand Draft or Bankers Cheque of Rs.5,000/-



**6) SUBMISSION OF TENDERS**

- Tender will have to be submitted duly signed by the Tenderers / Authorized Signatory of a Firm.
- Spaces left blank in the form should be fixed as not applicable.
- All rates quoted shall be in figures as well as in words.
- The quoted rate must be mentioned inclusive all the taxes as applicable.
- For Printing tender, sample of paper must be submitted with the tender.
- Tenderers are requested to use two separate envelop (one for Technical & another for Financial) and both are to be kept in a single envelop over which the tender ID (Memo No & Date) have to be mentioned.

**7) SELECTION OF OFFERS**

- The decision of Tender Selection-Committee in this respect will be final.
- The lowest Tender will be accepted reserving the rights to reject the same by Tender Committee.
- After selection, if found the supplier performing the supply work inferiorly, the Earnest money will be forfeited and a Penalty will be imposed on the supplier.
- If, after selection of the Tender, the successful tenderer withdraws his offer/ fails to deposit Security money / fails to enter in to the contract/agreement within the stipulated time, the Chief Medical Officer Of Health, Jalpaiguri reserves the right to cancel the tender and issue of fresh tender or to make another selection from the offers already received.
- Specification of Form's as per our below mention specification followed positively otherwise Chief Medical Officer Of Health, Jalpaiguri reserves the right to cancel the tender.

**8) OPENING OF TENDER OFFERS**

The Tender offers shall be opened on the date and time as given in the Tender notice. Each tenderers himself or one authorized representative on his / their behalf may be present during the time of opening of the Tenders.

**9) BANK DETAILS FOR ONLINE PAYMENT**

Name of Firm:

Bank Account No:

IFSC Code.

MICR no:

**10) DATE & TIME INFORMATION :-**

Sl. No.	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents online	01/09/2022, 11:00 am
2	Online documents download start date	01/09/2022, 11:00 am
3	Online documents download end date	15/09/2022, 17:00 pm
4	Online Bid submission start date	01/09/2022, 11.00 am
5	Dates for submission of Earnest Money online	01/09/2022 to 15/09/2022
6	Online Bid submission closing date	15/09/2022, 17:00 pm
7	Online Bid opening date for Technical Proposals	19/09/2022, 4:30 pm
8	Date of online uploading list for Technically Qualified Bidders	To be notified later
9	Date of online opening of Financial Proposal	To be notified later
10	Date of uploading list of finally selected bidder/bidders	To be notified later

Chief Medical Officer Of Health  
Jalpaiguri

30/8/2022

**Memo No. CMOH/Tender/3697/1(10)**

**Dated, Jalpaiguri the 30/08/2022**

Copy forwarded for information and wide circulation to:-

1. The OSD, Public Health, North Bengal
2. The District Magistrate, Jalpaiguri
3. The Dy. Chief Medical Officer Of Health -I, Jalpaiguri
4. The Dy. Chief Medical Officer Of Health -II, Jalpaiguri
5. The Dy. Chief Medical Officer Of Health -III, Jalpaiguri
6. The Accounts Officer & Treasurer, DH&FWS, Jalpaiguri
7. The District Accounts Manager, DPMU, Jalpaiguri
8. The DSM NHM with a request to publish the matter in official website of CMOH.
9. The DPC, NHM with a request for wide publicity of this notice.
10. Notice Board of the undersigned office.

**Chief Medical Officer Of Health  
Jalpaiguri**

*30/8/2022*  
*[Signature]*  
*30/8/22*