

OFFICE OF THE DISTRICT MAGISTRATE, MALDA  
07 OCT 2021  
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Government of West Bengal  
Office of the MSVP, Malda Medical College & Hospital  
PS- English Bazar, Malda - 732101  
E\_mail: msvpmlmeh@gmail.com

Memo No 4603/MLDMCH

Dated, Malda, the 05/10/2021

**NOTICE INVITING QUOTATION (N.I.T)**

Sealed quotation is invited for Supply essential printing articles are urgently of the office of the MSVP, MMC&H, Malda.

**2. General Information about the Quotation:**

- (a) Office of Issue : Office of the MSVP, MMC&H, Malda.  
(b) Place of Opening the Quotation : Office of the MSVP, MMC&H, Malda.  
(c) Address for communication : Same as above (a)

N/b/DIDONIC  
By  
S/b

**Terms & Conditions of The Quotation:-**

Date of submission of Tender:-05/10/2021 during office hours to 09/10/2021 till 2pm. Quotation will be opened on 09/10/2021 at 3 pm at the office of the undersigned.

**1) Technical Bid :**

**(i) Minimum Eligibility Criteria :**

- Trade license up to date.
- GST.
- P. Tax certificate & Paid Challan up to date.
- PAN Card.
- Income Tax Return of last three (3) years.
- Credential Certificate of similar experience from any reputed organization at least 3 years.

**2) Financial Bid :**

- Rates should be quoted neatly typed in figures per unit with delivery & all charges including GST. Any deviation of Proforma will be treated as cancelled.
- Validity of Quotation: - one year from the date of award of quotation in case of no abnormal price fluctuations. The procurement will be made in phased manner or at a time as per requirement during validity.
- The Quotation Committee has reserves the right of cancellation, adding, reducing or deferring the Quotation in total or in partial without assigning any reason thereof.
- Item s to be supplied must confirm to the specification as shown above. If any deviation found. the department reserves the right to reject the materials at its sole discretion.
- Payment shall be made after receiving the goods in good condition and with requisition quality.
- Printing must be from CTP/CTCP/CTP violet plate through offset machine. No polymer plate allowed for Durability of printing.
- All papers should have ISI marked of reputed manufacturer .Authority may be asked for before payment the supporting purchase Documents from purchaser in respect of ISI marked paper.
- Paper preferably ANDHRA/JK/BALLARPUR PAPER MILLS or its equivalent manufacture. No substandard paper will be allowed for such type printing.GSM of paper will be tested

9) Bidders may be seen in the website <https://www.malda.gov.in> & [www.wbhealth.gov.in](http://www.wbhealth.gov.in) any subsequent notice regarding this tender shall be uploaded on the website only.

10) Intending bidder must submit bid in two separate envelopes for Technical & Financial bid.

11) Only qualified technical bid will be considered for opening of financial bid.

**Cost of the specified essential printing articles as an when required office of the undersigned**

Essential printing articles :-

Sl No.	Item Name	Unit
1	NEONATAL CASE RECORD SHEET: 04 Pages or 02 Leafs/ multicolour both sided print/100 GSM paper (ISI Mark), Size: 27 cm x 20 cm (100 pcs/pad)	50 Pad
2	DISCHARGE NOTES FOR SNCU RECORD: 01 leafs/multicolour single sided print 120 GSM paper (ISI Mark), Size : 27 cm x 20 cm (100 pcs/Pad)	50 Pad
3	INTAKE OUTPUT CHART FOR CCU, PICU, HDU : 1leafs/singlecolour both sided print 70 GSM, Size : 56 cm x 38 cm	5000 Pcs
1	SNCU ADMISSION FORM: 1 leafs/singlecolour both sided print/70 GSM, Size : 21 cm x 15 cm (100 pcs/pad)	300 Pad

If the last day for receiving quotation is declared a holiday, the next working day at the same time will be the last date & time for the receipt of quotation.

Memo No-4603 /MLDMCH/ (10)

Copy Forwarded to :-

- 1) The D.H.S, West Bengal, Swasthya Bhvan, Saltlake City, Kol-91.
- 2) The District Magistrate, Malda
- 3) The Principal, MMC, Malda
- 4) The ADM(G), Malda.
- 5) The Dy. Superintendent, MMC&H, Malda.
- 6) The Accounts Officer, MMC&H, Malda.
- 7) The All Assistan Superintendent(NM), MMC&H, Malda
- 8) The DIO NIC, with request to upload the same in the district website.
- 9) The In-Charge, IT Cell, Department of Health & Family Welfare, Swasthya Bhawan, GN- 29, Sector-V, Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
- 10) Guard file.

P. S. 05.10.2021  
MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL  
MALDA MEDICAL COLLEGE & HOSPITAL  
MALDA

Dated, Malda, the 05/10/2021

P. S. 05.10.2021  
MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL  
MALDA MEDICAL COLLEGE & HOSPITAL  
MALDA

(QUOTATION APPLICATION FORM)

To  
The M.S.V.P  
MMC&H, Malda

Sub:- Submission or rate your invited Memo No-

Sir,

As per your invited Memo No-  
submitting our best possible rate.

Dated-

we are

Essential printing articles:-

Sl No.	Item Name	Unit	Rate should be quoted including all charges
1	NEONATAL CASE RECORD SHEET: 04 Pages or 02 Leafs/ multicolour both sided print/100 GSM paper (ISI Mark),Size: 27 cm x 20 cm (100 pcs/pad)	PER PAD	Rs.
2	DISCHARGE NOTES FOR SNCU RECORD: 01 leafs/multicolour single sided print/120 GSM paper (ISI Mark), Size : 27 cm x 20 cm (100 pcs/Pad)	PER PAD	Rs.
3	INTAKE OUTPUT CHART FOR CCU.PICU,HDU : 1leafs/singlecolour both sided print/70 GSM,Size : 56 cm x 38 cm	PER PCS	Rs.
4	SNCU ADMISSION FORM: 1 leafs/singlecolour both sided print/70 GSM,Size : 21 cm x 15 cm (100 pcs/pad)	PER PAD	Rs.

Thanking You

Respectfully