



## MISSION DIRECTOR, NATIONAL HEALTH MISSION, J&K

**Jammu Office:** Regional Institute of Health & Family Welfare, Nagrota, Jammu - 181221

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**Kashmir Office:** Block 'A', Ground Floor, Old Secretariat, Srinagar Pin: 190001

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**NHM Help Line for Jammu Division: 18001800104; Kashmir Division: 18001800102**

### **Notice inviting e-Bids for Printing and Supply of IEC Material**

For and on behalf of the Governor of Jammu & Kashmir State, online bids are invited from the firms dealing with printing work, who are registered with Health & Medical Education Department of J&K State, for printing and supply of IEC material, formats, cards, booklets, registers, news-letter, etc. **for the year 2019-20**, as per details given in the Tender document, alongwith terms & conditions, available on website(s) [www.jktenders.gov.in](http://www.jktenders.gov.in) and [www.jknhm.com](http://www.jknhm.com) as per details mentioned herein-below:

S. No.	Particulars	Date/ Time
1	Date of Publishing RFP	01.06.2019 at 1400 Hrs
2	Start Date of Downloading RFP from Website	01.06.2019 from 1400 Hrs
3	Last Date of Downloading RFP from Website	18.06.2019 upto 1600 Hrs
4	Seek Clarification Start Date	02.06.2019 from 1000 Hrs
5	Seek Clarification End Date	07.06.2019 upto 1600 Hrs
6	Pre-Bid Meeting	08.06.2019 at 1200 Hrs
7	Start Date for Submission of Online Bids	10.06.2019 from 1400 Hrs
8	Last Date for Submission of Online Bids	21.06.2019 upto 1600 Hrs
9	Last Date for Submission of Samples through Registered Post in the Office of NHM at Nagrota, Jammu	20.06.2019 upto 1600 Hrs
10	Date of Opening of Technical Bids	22.06.2019 at 1200 Hrs
11	Date of Opening of Financial Bids	To be Notified Separately

**Sd/-**

**Mission Director**  
National Health Mission  
Jammu

**No: SHS/NHM/J&K/Estt./3194-99**

**Dated: 30-5-2019**



PURCHASE COMMITTEE, STATE HEALTH SOCIETY,  
NATIONAL HEALTH MISSION, JAMMU AND KASHMIR

**Name of the Group/ Item:**

Printing and Supply of IEC Material, Formats, Cards, Booklets, Registers, Modules, News-letter, etc. required in various Healthcare Institutions under National Health Mission, Jammu and Kashmir

# NOTICE INVITING BIDS

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**e-TENDER NOTICE 01 OF 2019**

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**e-TENDER NOTICE 01 of 2019**

**Notice inviting e-Bids for Printing and Supply of IEC Material, Formats, Cards, Booklets, Registers, Modules, News-letter, etc. required in various Healthcare Institutions under National Health Mission, Jammu and Kashmir**

For and on behalf of the Governor of Jammu & Kashmir State, online bids are invited from the firms already registered with Health & Medical Education Department of J&K State for printing and supply of IEC material, formats, cards, booklets, registers, modules, news-letter, etc. required in various Health Institutions under National Health Mission, Jammu and Kashmir as per detailed specifications and Terms & Conditions mentioned in this Tender document:

S. No.	Particulars of Tenders	Cost of Tender Fee	Earnest Money
01	Printing and supply of IEC material, formats, cards, booklets, registers, news-letter, etc. required in various Health Institutions under National Health Mission, Jammu and Kashmir	✓ Rs.2,000/- for General Tenderers and ✓ Rs. 500/- for the Firms registered with DIC Jammu/ Kashmir as SSI Units	✓ Rs.1,00,000.00 for General Tenderers ✓ Rs. 5,000.00 for the Firms registered with DIC Jammu/ Kashmir as SSI Units

1. Detailed tender document alongwith terms and conditions can be downloaded from the website [www.jktenders.gov.in](http://www.jktenders.gov.in) or [www.jknhm.com](http://www.jknhm.com) or [www.jkhealth.org](http://www.jkhealth.org) from **01.06.2019 (1400 Hrs onwards)**.
2. Pre-bid meeting shall be held in the conference hall of State Health Society, National Health Mission, at Nagrota, Jammu on **08.06.2019 at 1200 Hrs**.
3. Bids (both Technical as well as Financial bid) shall be submitted in electronic format on website [www.jktenders.gov.in](http://www.jktenders.gov.in) from **10.06.2019 (1400 Hrs) upto 21.06.2019 (1600 Hrs) only**.
4. Technical bids will be opened on **22.06.2019 (1200 Hrs)** in the Office of State Health Society, NHM, J&K at Jammu/ Srinagar. In case of holiday on the date of opening of bid, bids will be opened on the next working day at the same time and venue.
5. Financial bids of bidders qualifying the Technical evaluation shall be opened on later date which will be notified separately.
6. Samples of all the quoted items should reach in the office of **FA/ CAO, State Health Society, National Health Mission, Nagrota, Jammu** through Regd. Post only by or before **20.06.2019 upto 1600 Hrs**.
7. Samples of the items can be seen in the office of State Health Society, National Health Mission, J&K at Nagrota, Jammu and Chanapora, Srinagar on any working day between 10.00 AM to 4.00 PM.
8. **Complete bidding process will be on-line. Bidders are not required to submit the price bid in physical form.**

Sd/-

**Financial Advisor & CAO**  
National Health Mission, J&K

No: SHS/NHM/J&K/Estt./3194-99

Dated: 30.05.2019



**Schedule of critical dates to be observed with respect to Notice inviting e-Bids for Printing and Supply of IEC Material, Formats, Cards, Booklets, Registers, Modules, News-letter, etc. required in various Healthcare Institutions under National Health Mission, Jammu and Kashmir**

<b>S. No.</b>	<b>Particulars</b>	<b>Date/ Time</b>
1	Date of Publishing RFP	01.06.2019 at 1400 Hrs
2	Start Date of Downloading RFP from Website	01.06.2019 from 1400 Hrs
3	Websites for Downloading RFP	<a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a> , <a href="http://www.jknhm.com">www.jknhm.com</a>
4	Last Date of Downloading RFP from Website	18.06.2019 upto 1600 Hrs
5	Seek Clarification Start Date	02.06.2019 from 1000 Hrs
6	Seek Clarification End Date	07.06.2019 upto 1600 Hrs
7	Pre-Bid Meeting	08.06.2019 at 1200 Hrs
8	Venue of Pre-Bid Meeting	Conference Hall of State Health Society, National Health Mission, Regional Institute of Health & Family Welfare, Near Sainik School, Kandoli Nagrota, Jammu – 181221 (J&K)
9	Website for Submission of Bids (Technical as well as Financial)	<a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a>
10	Start Date for Submission of Online Bids	10.06.2019 from 1400 Hrs
11	Last Date for Submission of Online Bids	21.06.2019 upto 1600 Hrs
12	Last Date for Submission of Samples through Registered Post in the Office of NHM at Nagrota, Jammu	20.06.2019 upto 1600 Hrs
13	Date of Opening of Technical Bids	22.06.2019 at 1200 Hrs
14	Place of Opening of Technical Bids	State Health Society, National Health Mission, J&K Housing Board Complex, Chanapora, Srinagar - 190015
15	Date of Opening of Financial Bids	To be Notified Separately
16	Tender Fee (including Cost of Tender and Tender Processing Fee) (to be deposited through online/ RTGS transfer in State Health Society, National Health Mission, J&K's Bank A/c No.: 0021040500000042 "Non-NHM Funds at SHS Level" with the Jammu and Kashmir Bank Ltd. Shalamar Road, Jammu (IFSC Code: JAKAOLUXURY; MICR Code: 180051023)	Rs.2,000/- (Rupees Two Thousand only)
17	Earnest Money Deposit (in the shape of CDR/ FDR from a Scheduled Bank duly pledged in favour of FA&CAO, National Health Mission, J&K)	Rs.1,00,000/- (Rupee One Lakh only)

**Sd/-  
Financial Advisor & CAO**

## Instructions to bidders regarding e-tendering process:

1. The interested bidder can download the notice inviting EoI/ bidding document from the website <http://jktenders.gov.in>.
2. To participate in bidding process, bidders have to get (DSC) “Digital Signature Certificate” as per Information Technology Act-2000, to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get the above-mentioned digital certificate from any NIC/ Govt. approved vendors. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
3. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
4. Bids will be opened online as per time schedule mentioned in the notice inviting EoI.
5. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with the bid.
6. The State Health Society, J&K will not be responsible for delay in online submission of bids, whatsoever reasons may be.
7. All the required information for bid must be filled and submitted online.
8. Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender documents.
9. Bidders can contact the FA & CAO, SHS, NHM, J&K for any guidance for getting DSC or any other relevant details in respect of e-tendering process.
10. Bidders are advised to use “My Documents” area in their user on <http://jktenders.gov.in> e-tendering portal to store important documents like Balance sheet, GST Certificate, IT Returns, and other relevant documents etc., and attach these certificates as Non Statutory documents while submitting their bids.
11. Bidders are advised not to make any change in BOQ (Bill of Quantities) contents or its name. In no case they should attempt to create similar BOQ manually. The BOQ downloaded should be used for filling the rates inclusive of all taxes and it should be saved with the same as it contains.
12. Bidders are advised to scan their documents at 100 DPI (Dots per Inch) resolutions with Black and White, PDF Scan properly.
13. The guidelines for submission of bid online can be downloaded from the website <http://jktenders.gov.in>.
14. **Scanned copies of the below mentioned documents shall be attached from My Document area for tenderers.**
  - a. PAN Card
  - b. GST Registration Certificate
  - c. Declaration from Competent Authority
  - d. Average Annual Turnover Certificate for Last Three Financial Years
  - e. ITRs/ Performance Certificates/ Other Documents

## Terms and Conditions:

1. **Scope of Work:** Indicative scope of work include printing and supply of various IEC material, reporting formats, modules/ guidelines/ registers, brochures, cards, etc., as per list of items mentioned at Annexure 'T'. **All the items are SAMPLE based.**
2. Online bids shall have to be submitted under **Two Cover System:**
  - A. Cover 1<sup>st</sup> - Technical Cover:**
    1. Scanned Copy of Tender Fees
    2. Scanned copy of EMD  
**CDR/ FDR Format:**  
*Received from M/s ..... (Name of the bidder) pledged to the FA & CAO, NHM, J&K.*
    3. Scanned Copy of affidavit, on Non-Judicial Stamp Paper of Rs.100/-, duly attested by **1<sup>st</sup> Class Magistrate** stating that: -
      - a. The firm has not been blacklisted in the past by any Govt./ Private Institution of the Country and there is no vigilance/ any other Investigating Agency, case pending against the bidding entity/ its Proprietor/ partners/ Directors.
      - b. If anything found wrong at any stage, I/ we shall be responsible and deem to any legal action against me/ us.
    4. Undertaking, as per **annexure 'II'**
    5. Details of bidder(s), **as per annexure 'III'**
    6. Scanned copies of following documents, in-force at the time of uploading of bids, duly self-attested by the authorized signatory, alongwith seal:
      - a. PAN Card of bidding entity viz., Proprietor/ Firm/ Company, etc. and its Authorized Signatory (in case the bidding entity is a Partnership Firm or Company);
      - b. GST Registration Certificate;
      - c. SSI Registration Certificate issued by the concerned DIC;
      - d. Average annual Turnover Certificate, issued by the Chartered Accountant, with Average Annual Turnover of last three Financial Years not less than Rs.1.00 Crore;
      - e. ITR(s) of last three financial year(s) viz., 2015-16, 2016-17 and 2017-18;
      - f. Latest GST Return 3B, i.e., for the Month of May, 2019;
      - g. Declaration from Competent Authority
      - h. Documentary evidence regarding experience in dealing with Govt. Agencies/ Departments/ PSUs, with respect to similar line of business, during preceding 5 years;
      - i. Tender document
  - B. Cover 2<sup>nd</sup> - Financial Cover:**
    1. Rates have to be submitted by the tenderers in BOQ only.
3. **Eligible Bidders:** Prior to submission of bids, bidder shall ensure that it –
  - a) Should be already registered with any of the Department under the ambit of Health & Medical Education Department, J&K;
  - b) Should have minimum 5 years' working experience of similar line of business in dealing with Govt. Agencies/ Departments/ PSUs;
  - c) Should have average annual turnover of last three financial years not less than Rs.1.00 Crore from the similar business. Average Annual Turnover Certificate, issued by the Chartered Accountant has to be uploaded.
4. Samples of all the quoted items should reach in the office of **FA & CAO, State Health Society, National Health Mission, Nagrota, Jammu – 181221** through Regd. Post only by or before **20.06.2019 upto 1600 Hrs.**
5. All the documents uploaded by the bidder should be self-attested by the authorized signatory alongwith seal of the bidding entity.
6. It will be the responsibility of the tenderer to mention any special offers clearly in the technical bid only.

7. Bids should be offered **on-line only**.
8. Financial bid of only those tenderers shall be opened who will qualify in technical evaluation. Date of opening of Financial Bid shall be notified separately.
9. **Rates quoted should be FOR, in accordance with the BOQ inclusive of GST/ other taxes and all other charges.**
10. Rates coming into force as the outcome of this NIT shall remain valid for a period of **Twelve (12) Months** from the date of Issuance of Rate Contract and are extendable upto a period of 90 days, or till such time the new Rate Contract comes into force, whichever is earlier.
11. Rates coming into force as the outcome of this NIT shall remain fixed during the entire period of Contract, including the extended period, if any.
12. Specifications in bid should not differ with the NIT specifications, otherwise bid may liable to be rejected.
13. To address the queries/ concerns of the intended bidders, **Pre-bid Meeting** has been scheduled in the office of State Health Society, NHM, J&K at Regional Institute of Health & Family Welfare, Kandoli Nagrota, Jammu on **08<sup>th</sup> June, 2019 at 1200 Hrs.** Intended bidders may submit their queries, either in person in the office of State Health Society, NHM, J&K or through e-mail at: [mdnhmjk@gmail.com](mailto:mdnhmjk@gmail.com) **by or before 07<sup>th</sup> June, 2019 upto 1600 Hrs.** In addition, intended bidders who are willing to participate in pre-bid meeting shall have to submit an **advance intimation** regarding the same on the e-mail ID: [headassistantshs@gmail.com](mailto:headassistantshs@gmail.com) latest by 07<sup>th</sup> June, 2019 upto 1600 Hrs.
14. The technical bids will be opened in the office of State Health Society, NHM, J&K at J&L Housing Board Complex, Chanapora, Srinagar on **22<sup>nd</sup> June, 2019 at 1200 Hrs,** in the presence of bidder(s) or their authorized representative(s). Bidder(s) willing to attend the bid opening process shall have to submit advance intimation to State Health Society, NHM, J&K on the e-mail ID: [headassistantshs@gmail.com](mailto:headassistantshs@gmail.com) latest by **21<sup>st</sup> June, 2019 upto 1600 Hrs.**
15. The bidder(s)/ authorized representative(s) should point out to the FA & CAO, NHM, J&K regarding embitterment, if any, at the time of opening of tenders. Thereafter, the tenderer/ authorized representative will have no legal right to confer or to represent on one ground or the other.
16. Conditional bid(s) shall not be entertained.
17. All terms & conditions of the NIT should be carefully studied for successful submission of complete and comprehensive bid. Failing to comply with any of the terms & conditions will lead to rejection of bid, even if it is the most competitive offer.
18. The approved bidder shall carefully examine the terms & conditions. In case of any doubts, he shall refer to the officer-in-charge and get clarifications before signing the contract. After signing the documents, no communications regarding change in terms & conditions shall be entertained.
19. The successful bidder is bound to stick on the rates once quoted by him. In addition, he shall have to abide by the standard terms and conditions as laid down in the J&K book of financial rules/ codes and the conditions as per the contract.
20. The successful bidder shall have to strictly abide by the terms & conditions of NIT and approval of the Contract for which an Agreement shall have to be executed on a NON JUDICIAL Stamp Paper with the concerned Authorities before allotment of Contract. Cost of Stamp Duty shall be borne by the successful bidder.

21. The successful bidder shall be responsible for execution of Contract in full and shall not in any case assign or sub-let approved contract or any part thereof to other party. Suitable penalty up to 10% of the total value of a contract shall be imposed for any deviation from contractual obligation on merits of each case, which can be forfeiture of EMD/ Security deposits/ withholding of other deposits in with State health Society, National Health Mission, J&K as a whole or even debarring/ black listing of the suppliers/ firms/ dealers. The earnest money shall be forfeited if the bidder withdraws the tender or revise the prices within validity period/ refuse to comply the work order placed on him within the validity period of the offer.

**22. Earnest Money Deposit (EMD)**

a) Bid(s) shall have to be accompanied with an Earnest Money Deposit of Rs.1,00,000.00 (Rs.5,000.00 in case of bidders registered with the DIC, Jammu/ Kashmir), without which bid(s) will not be considered as valid.

- EMD shall be in the form of CDR/ FDR, form any Scheduled/ Nationalized Bank, pledged to the FA & CAO, NHM, J&K.
- EMD shall remain valid for a period of two (2) years. Period of 2 years shall be reckoned from the last date for submission of online bids.
- Scanned copy of CDR/ FDR shall have to be uploaded alongwith the Technical bid. Successful bidder shall have to deposit EMD, in original, in the office of FA & CAO (Chairman), Purchase Committee, State Health Society, NHM, J&K. Bidder shall have to ensure that Original EMD shall be the same as uploaded during online submission of bids. Any variation between the copy of EMD uploaded and the Original EMD may lead to outright rejection of the bid of successful bidder alongwith initiation of necessary action against the successful bidder.
- EMD in any other form will not be accepted. Bids submitted without sufficient EMD shall summarily be rejected.

b) EMD shall be forfeited when the bidder:

- i. Withdraws or modifies the offer after opening of tender;
- ii. Fails to execute the agreement, if any, prescribed within the specified time or extended time by competent authority on the request of the bidder;
- iii. Fails to deposit the security money within the prescribed time;
- iv. Fails to provide the service as per work order within the time prescribed;
- v. Violates any terms & conditions of the tender document.

c) EMD of unsuccessful bidder shall be refunded soon after finalization of bids, whereas it shall be retained in case of successful bidder and adjusted against Performance Security Deposit which is to be refunded to the successful bidder after completion of the Contract period.

d) EMD lying with State Health Society in respect of any other tender, awaiting approval or rejected or on account of Contracts being completed, shall not be adjusted towards EMD for this tender. EMD may, however, be taken into consideration in case tenders are re-invited for the similar work.

**23. Performance Security Deposit:**

a) Successful bidder(s) will have to deposit Performance Security Deposit of Rs.2,00,000.00 in favour of FA & CAO, State Health Society, NHM, J&K at the time of agreement.

b) Performance Security Deposit shall have to be in the form of Bank Guarantee issued by any Scheduled/ Nationalized Bank.

c) Performance Security Deposit shall remain valid for a period of two (2) years from the date of its submission.

d) EMD of successful bidder shall be adjusted towards Performance Security Deposit (SD).

e) The Security shall be refunded after satisfactory completion of contract and after satisfying that there are no dues outstanding against the successful bidder.

f) It is to be noted that previous EMD/ Security Deposit, on account any previous tenders, even if lying with the State Health Society, NHM, J&K, shall not be considered towards this Rate Contract and therefore fresh security deposit is to be furnished.

g) State Health Society, NHM, J&K will not pay any interest on Performance Security Deposit/ Earnest Money Deposit.



24. **Terms of Payment:**

- a) Invoice(s), in **Triplicate**, shall have to be submitted in the office of State Health Society, National Health Mission, **Nagrota (Jammu)/ Old Secretariat (Srinagar)**
- b) Payment shall be made after verification of material by the Verification Committee of State Health Society, NHM, J&K and after deducting the Statutory Dues, if any;
- c) No advance payments shall be made;
- d) Payment shall be made by RTGS/ NEFT/ PFMS. Expenses on this account, if any, shall be borne by the successful bidder.

25. Time specified in the Supply Order shall be deemed to be the **Essence of Contract** and the successful bidder shall have to supply the material within the stipulated period mentioned in the Supply Order issued by the State Health Society. In case of any extension in time period with liquidated damages, recovery shall be made on the basis of following percentage(s) of value of Supply Order which successful bidder has failed to execute:

<b>S. No.</b>	<b>Delay</b>	<b>Penalty (as %age of Value of Supply Order)</b>
(a)	Delay up to 1/4 <sup>th</sup> period of prescribed completion period	2.5%
(b)	Delay exceeding 1/4 <sup>th</sup> but not exceeding 1/2 of prescribed completion period	5%
(c)	Delay exceeding 1/2 but not exceeding 3/4 <sup>th</sup> of prescribed completion period	7.5%
(d)	Delay exceeding 3/4 <sup>th</sup> of prescribed completion period	10%

- a) Fraction of a day in reckoning the period of delay in execution of Supplies shall be eliminated if it is less than half a day.
- b) The maximum amount of agreed liquidated damage shall be 10%.
- c) If the successful bidder requires an extension of time in supply of material on account of occurrence of any hindrance, he shall apply in writing to FA & CAO, NHM, J&K who has placed the Supply Order, but not after the last date stipulated in the Supply Order. However, mere applying for extension does not mean that extension shall be granted. It shall be discretionary on the part of the FA & CAO taking into account the reason(s) for delay in execution of supplies.
- d) Completion period may be extended with or without liquidated damages. If the delay is on account of hindrances beyond the control of successful bidder, extension in completion period may be granted without liquidated damages.

26. Any loss sustained by the Department as a result of re-tendering the contract or allotting the same to 2<sup>nd</sup> lowest bidder, due to backing out by the successful bidder, shall be recovered from the defaulting bidder out of its EMD/ Security deposit or from any of its pending bill(s) with the Department, as the case may be. Even if the 2<sup>nd</sup> lowest bidder agrees to carry out the contract at the rate of 1<sup>st</sup> lowest, EMD of 1<sup>st</sup> lowest bidder will be forfeited and it shall have no claim for the same and also shall have no right to raise this issue in any Court of Law. The same procedure will be adopted in case of 2<sup>nd</sup> lowest on its default and likewise for 3<sup>rd</sup> lowest.

27. In case of any dispute/ difference or doubts or any other issue that may come up during the course of contract, the matter shall be referred to the office of Mission Director, NHM, J&K who will appoint an officer as Sole Arbitrator for the dispute, who will not be related to this contract. The Arbitrator shall deal with the grievance expeditiously, as possible and shall endeavour to dispose it off, within thirty days from the date of its submission. If the officer designated as Arbitrator fails to dispose off the grievance filed within the period or if the prospective bidder or any other stakeholder is aggrieved by the order passed by the Arbitrator, he/ it may file an appeal before MD, NHM, J&K, being the final Appellate Authority in this behalf, within fifteen days from the expiry of the order passed by Arbitrator or of the date of receipt of the order passed by the Arbitrator, as the case may be.

28. Failure of the successful bidder to fulfill any of its obligations under the agreement shall not be considered to be a default in so far as such inability arises from an event of force majeure, provided that the party affected by such an event:
  - a) Has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of the agreement, and
  - b) Has informed the other party as soon as possible about the occurrence of such an event.
29. No oral conversations or agreements with any Officer or Official of NHM, J&K shall affect or modify any terms of this tender. Any alleged oral agreement or arrangement made by the bidder with any Officer/ Official of NHM, J&K shall not affect the definitive agreement that results from this bidding process. Oral communications by NHM, J&K to an entity shall not be considered binding on NHM, J&K. Similarly, any written material provided by any person other than NHM, J&K shall not affect the implementation of the contract unless approved and agreed to by NHM, J&K Authorities.
30. Bidders that are found to be canvassing, influencing or attempting to influence the concerned in any manner, including offering bribes or other illegal gratification to any Officer/ Official of NHM, J&K, for getting the contract issued in its favour can be disqualified from the process at any stage without any notice in this regard.
31. The information contained in this NIT is selective and is subject to updation, expansion, revision and amendment. It does not purport to contain all the information that bidders require. Purchase Committee, State Health Society in its absolute discretion, but without being under any obligation to do so, may relax/ change/ modify the terms & conditions, including scope of work in any exigency, excluding fundamental changes/ basic conditions, after approval of the same by the Mission Director, NHM, J&K. Such updation/ change/ modification shall be uploaded on the respective website(s) – [www.jktenders.gov.in](http://www.jktenders.gov.in) and [www.jknhm.com](http://www.jknhm.com) and will become part and parcel of this NIT.
32. Purchase Committee, State Health Society is competent and reserves the right to consider, ignore, or reject all or any of the bids received in response to this NIT at any stage, without assigning any reason what so-ever
33. All other issues that may come up during the course of compilation of contract shall be decided by the Mission Director, NHM, J&K and his decision shall be final.
34. All the Legal proceedings that may arise at any time shall be subject to the exclusive jurisdiction of Courts of J&K State only.

In Acceptance

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID:

## Check-list for the Bidders

S. No.	Particulars	Page No.
1.	<b>Tender Fee</b> - Rs.2000/- for General Bidders and Rs.500/- for the Bidding Entity(ies) registered with DIC Jammu/ Kashmir as SSI Units (to be deposited through online/ RTGS transfer in State Health Society, National Health Mission, J&K's Bank A/c No.: 0021040500000042 "Non-NHM Funds at SHS Level" with the Jammu and Kashmir Bank Ltd. Shalamar Road, Jammu (IFSC Code: JAKAoLUXURY; MICR Code: 180051023)	
2.	<b>EMD</b> - Rs.1,00,000.00 for General Bidders; and Rs.5,000.00 for the Bidding Entity(ies) registered with DIC Jammu/ Kashmir as SSI Units (in the form of CDR/ FDR pledged to the FA & CAO, State Health Society, NHM, J&K)	
3.	<b>Affidavit</b> on Non-Judicial Stamp Paper of Rs.100/- duly attested by 1 <sup>st</sup> Class Magistrate	
4.	<b>Undertaking as per Annexure 'II'</b> (to be typed on letter-head of bidder)	
5.	<b>Detail of Bidder(s) as per Annexure 'III'</b> (to be typed on letter-head of bidder)	
6.	Registration Certificate issued by any of the Department under the ambit of Health & Medical Education Department, J&K	
7.	PAN Card of the bidding entity viz., Firm/ Company, etc. and its Authorized Signatory	
8.	GST Registration Certificate	
9.	SSI Registration Certificate issued by the concerned DIC	
10.	Average Annual Turnover Certificate, issued by the Chartered Accountant, with Average Annual Turnover of last three Financial Years not less than Rs.1.00 Crore	
11.	ITR(s) of last three financial year(s) viz., 2015-16, 2016-17 and 2017-18	
12.	Latest GST Return 3B, i.e., for the Month of May, 2019	
13.	Declaration from Competent Authority	
14.	Detail of Work Experience with Govt. Agencies/ Departments/ PSUs during Previous Five (5) Financial Years	
15.	Tender Document/ SBD	

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID:

## List of Items

S. No.	Description of Items	Size	Per Unit
1.	Folder Special New Borne Care Unit	11" Long x 18" Width	Per Folder
2.	Neo-Natal Case Record Sheets Both Side Printing	11" Long x 18" Width	Per Sheet
3.	Monitoring/ Continuation Sheets	10" Long x 8" Width	Per Sheet
4.	Investigation Slip Pads	10 <sup>1/2</sup> " Long x 8 <sup>1/2</sup> " Width	Per Pad
5.	Training Module/ Guidelines	10 <sup>1/2</sup> " Long x 8 <sup>1/2</sup> " Width	Per Page
6.	OPD Cards (for JSSK)	Sample Basis	Per Card
7.	ASHA Diary with Superior Binding	10 <sup>1/2</sup> " Long x 8 <sup>1/2</sup> " Width	Per Page
8.	Leaflets/ Folder Multicolor Printing	Sample Basis	Per Piece
9.	Labour Room Register 200 Pages each Ledger Paper (Both side Printing) with Superior Binding	Sample Basis	Per Register
10.	MPA Card	11" Long x 18" Width	Per Card
11.	IUCD Card	11" Long x 18" Width	Per Card
12.	Treatment Card	Sample Basis	Per Card
13.	Standard Case Sheets 20 Pages	10" Long x 8" Width	Per Sheet
14.	Reporting/ Requisition Form	Sample Basis	Per Form
15.	Register for NPCDCS 200 Pages each (Both side Printing) Ledger paper with Superior Binding	Sample Basis	Per Register
16.	Discharge Cards	Sample Basis	Per Card
17.	Strategy Handbook 130 GSM Art Paper; Title cover - 300 GSM with Lamination	9" Long x 7" Width	Per Page
18.	Maternal and New Borne Health Tool Kit 130 GSM Art Paper; Title Cover: 300 GSM with lamination	9" Long x 7" Width	Per Page
19.	News Letter Booklet (12 Pages): 170 GSM Art Paper with Centre Stitching Title Cover: 300 GSM card with Lamination	10 <sup>1/2</sup> " Long x 8 <sup>1/2</sup> " Width	Per Page
20.	Reproductive & Child Health Register (410 Pages each Register) with Superior Binding	14 <sup>1/2</sup> " Long x 9 <sup>1/2</sup> " Width	Per Register

<b>S. No.</b>	<b>Description of Items</b>	<b>Size</b>	<b>Per Unit</b>
21.	Stock Register Ledger Paper (200 Pages each Register) with Cloth Binding	13" Long x 8" Width	Per Register
22.	Fixed Asset Register Ledger Paper (200 Pages each Register) with Cloth Binding	13" Long x 8" Width	Per Register
23.	Mother and Child Protection Card in Hindi, Urdu and English	Sample Basis	Per Card
24.	Safe Motherhood Booklet in Hindi, Urdu and English	Sample Basis	Per Page
25.	Screening Cards (for 0-6/ 6-18 age group) (Both side Printing)	13" Long x 8" Width	Per Card
26.	ASHA Register (100 Pages each Register)	14 <sup>1/2</sup> " Long x 9" Width	Per Register
27.	Mobile Team Register for School Children (100 Pages each Register)	14 <sup>1/2</sup> " Long x 9 <sup>1/2</sup> " Width	Per Register
28.	Delivery Point Register (100 Pages each Register)	14 <sup>1/2</sup> " Long x 9 <sup>1/2</sup> " Width	Per Register
29.	Mobile Team Register for Aanganwari Children (100 Pages each Register)	14 <sup>1/2</sup> " Long x 9" Width	Per Register
30.	Monthly Reporting Register for ASHAs (100 Pages each Register)	14 <sup>1/2</sup> " Long x 9" Width	Per Register
31.	Comprehensive Abortion Services Book 130 GSM Art Paper; Title Cover 300 GSM with Lamination	9" Long x 7" Width	Per Page
32.	Poster – in Hindi, English and Urdu with Multicolour Printing	18" Long x 22" Width	Per Poster
33.	Different Types of Cards 300 GSM with Multicolour Printing	Sample Basis	Per Card
34.	Referral Book (100 Pages) Ledger Paper	13" Long x 8" Width	Per Book
35.	Kranti Branti Card with Multicolour Printing	Sample Basis	Per Card
36.	File Cover with Printing and Lamination	Sample Basis	Per Piece
37.	Birth/ OPD Register Ledger Paper (200 Pages) (Both side Printing) with Cloth Binding	13" Long x 16" Width	Per Register
38.	Different Types of Registers (200 Pages each Register) with Ledger Paper and Superior Binding	Sample Basis	Per Register

In Acceptance

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID:  
Page 12 of 16



## UNDERTAKING

(To be typed on letterhead of bidder)

To

The Mission Director,  
National Health Mission,  
Jammu and Kashmir

Subject: NIT for Printing and Supply of IEC material, formats, cards, booklets, registers, news-letter, etc. required in various Health Institutions under National Health Mission, Jammu and Kashmir

Sir,

1. I/ We hereby agree to abide by all terms and conditions laid down in the NIT.
2. This is to certify that I/ we, before signing this bid, have read and fully understood all the terms & conditions and instructions contained therein and undertake myself/ ourselves abide by the said terms and conditions.
3. I/ we declare that our financial position is sound and we are competent to execute the supplies as & when allotted.
4. I/ we declare that we will not ask/ expect any financial assistance from the State Health Society, NHM, J&K, or any of its peripheral Agency(ies).
5. We will execute the supplies strictly in accordance with the approved specifications, if approved in our favour

In Acceptance

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID:

## Detail of Bidder

(to be typed on the Letter-head)

S. No.	Particulars	To be filled in by the Bidder
(1.)	Name of Bidding Entity	
(a)	Date of Establishment/ Incorporation of Bidding Entity	
(b)	Registration No. issued by any of the Deptt. under Health & Medical Education Department	
(c)	PAN	
(d)	GST No.	
(2)	Office Address	
(3)	Telephone No.	
(4)	Mobile No.	
(5)	FAX No.	
(6)	e-Mail ID	
(7)	Authorized Person	
(a)	PAN	
(b)	Mobile No.	
(c)	e-Mail ID	
(8)	Experience in dealing with Govt. Agencies/ Departments/ PSUs (as per format mentioned below) during preceding 5 years, alongwith documentary evidence	Details to be mentioned in the format at Page No. (16)
(9)	Proof of Deposit of Tender Fees	
(a)	Amount	Rs.2,000/- (Rupees Two Thousand only)
(b)	Date of RTGS/ Online Transfer	

<b>S. No.</b>	<b>Particulars</b>	<b>To be filled in by the Bidder</b>
(c)	Bank	
(d)	Branch	
(10)	Details of EMD	
(a)	Amount	Rs.1,00,000.00 (Rupee One Lakh only)
(b)	CDR/ FDR No.	
(c)	Date	
(d)	Issuing Bank	
(e)	Branch	

In Acceptance

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID:

**Detail of Work Experience with Govt. Agencies/ Departments/  
PSUs during Previous Five Financial Years:**

<b>S. No.</b>	<b>Name of Govt. Agency/ Department/ PSU</b>	<b>Year of Working</b>	<b>Amount (in Lakhs)</b>

(Documentary evidence with respect to above-mentioned claims, if any, has to be submitted)

In Acceptance

Sig. & Seal of the Bidder  
alongwith Full address  
Contact No.:  
e-Mail ID: