

**GOVERNMENT OF WEST BENGAL**  
**Office of the Chief Medical Officer of Health &**  
**District Health & family Welfare Samiti**  
**North 24 Parganas**

Memo No.DH&FWS/2015/787

Dated: 23-06-2015

**NOTICE**

Sealed Tender is invited from the bonafide Agencies/ Firms/ individuals for Printing of MCPC Card to the office of the undersigned as per Memo No 2254-F(Y) issued by department of Finance Govt. of W.B dated 24-04-2014 within the tender limit valid up to 31<sup>st</sup> March 2016. Documents should be submitted for printing Trade License, P.Tax of current validity, PAN, and up-to-date IT returns and 2 years credential for execution of similar type of work order with bid document. Terms & conditions in Annexure-A, Application Form Annexure -B are enclosed.

The applications to be submitted in the letter-head of the Agency/ Firm/ Individuals, to the "**Chief Medical Officer of Health & District Health & Family Welfare Samiti North 24 Parganas** and to be dropped in the **Tender Box** within the office hours in any working day.

**Last date of receiving tender: up to 2 PM on 30-06-2015**  
**Opening of tender: at 3 PM on the same day.**

An amount of **Rs.100/-** (One hundred) only (Non-refundable) as **processing fee** and an amount of **Rs.1000/-**(One thousand) only as **Earnest Money**, to be deposited in favour of "**District Health & Family Welfare Samiti**" North 24 parganas, A/c **No.424210100036711 IFSC code BKID0004242 BOI Barasat Branch** ( Nabapally) and deposited slip duly received by bank are to be submitted with bid document in original.

  
**Chief Medical Officer of Health**  
**North 24 Parganas**

Memo No.DH&FWS/2015/787/ (9)

Dated: 23-06-2015

Copy forwarded for information to :-

1. Chairman DH & FWs North 24 Parganas
2. DM & Executive Vice President DH & FWS North 24 Parganas
3. **DIO, NIC, North 24 Parganas, with request to please arrange for publication the tender notice in the official website of this district.**
4. Dy. CMOH-I / II / III, North 24 Pgs.
5. DMCHO, North 24 Pgs.
6. ZLO / DTO, North 24 Pgs
7. Accounts Officer & Treasurer of this office.
8. DPMU NHM North 24 Parganas
9. Office Notice Board

  
**Chief Medical Officer of Health**  
**North 24 Parganas**

**ANNEXURE-A**

**: Terms & Conditions :**

- 1) The bid documents will be received, addressed to the **Chief Medical Officer of Health & District Health & Family Welfare Samiti North 24 Parganas, Kolkata-700124.**
- 2) The bid documents to be submitted under sealed cover and to be super scribed on the envelope, as "**Tender for Printing** of MCPC Card."
- 3) The bidder must have a valid Trade License, PAN. Copy of License, PAN, upto date IT returns should be enclosed.
- 4) Samples should be submitted alongwith bid documents.
- 5) The rates should be written clearly on the attached list (Annexure-A). Use of eraser (white ink) should be avoided and any overwriting should be signed (full signature) by the bidder.
- 6) The price will be inclusive of all taxes and all other charges, like loading-unloading charges, freight etc.
- 7) The Selection Committee has every right to accept or reject any tender without showing any cause thereof.
- 8) The selected bidder(s) will have to sign an agreement and the earnest money may be kept in this office as a part of Security Deposits.
- 9) The articles should be supplied as per specifications within three days from issue of the Order, failing which the order should be treated as cancelled and the 2<sup>nd</sup> lowest bidder may be asked to supply those articles.
- 10) The Proprietor of the firm should sign on every page of the bid documents.

**Processing Fee & Earnest Money**

- i) **Rs.100.00** (Rupees One hundred) only to be submitted along with the bid documents **as Processing Fees (Non refundable)** , to be deposited favour of "**District Health & Family Welfare Samiti**" North 24 parganas, A/c **No.424210100036711** , IFSC code **BKID0004242 BOI Barasat Branch** in favour of the "**District Health & Family Welfare Samiti, North 24 Parganas**".
- ii) **Rs.1000.00** ( Rupees One thousand ) only to be submitted along with the bid documents as Earnest Money to be deposited favour of "**District Health & Family Welfare Samiti**" North 24 Parganas, A/c **No.424210100036711** IFSC code **BKID0004242 Barasat Branch** IFC code in favour of the "**District Health & Family Welfare Samiti, North 24 Parganas**", which will be refunded to the unsuccessful bidder (s) soon after the completion of the tender process.
- iii) The Earnest Money will be kept in custody of the authority as a part of Security Deposit for the successful bidder (s).

*M. Anurag*  
*23/06/15*  
**Chief Medical Officer of Health**  
**North 24 Parganas**  
*23/06/15*

**ANNEXURE-B  
APPLICATION FORMS**

Application for tender for printing of MCPC Card for Office of The Chief Medical Officer of Health & District Health & Family Welfare Samiti North 24 Parganas.

1. Name of the Bidder:
2. Office address :
3. Contact Number :
4. Rate is given for printing of the following items: (\*)

Sl No	Items	Rate per Piece but including delivery charges( Excluding Vat) Rs.
01	MCPC card measuring 11" X 5.5" of 7 pages both side of Set Multi Colour printing of 300 GSM Art Board paper with middle staple binding along with one last page to be perforated –as per our sample to be collected from DFWB store Barasat.	

5. Documents to be submitted:  
up to date P. Tax payment Challan, P. Tax certificates, PAN, Trade License, ITR with Balance Sheet for the AY 2014-15 relating to FY 2013-14. 2 years credential for execution of similar type of work order to be submitted with bid document.

Signature of the Proprietor/Partner/Director