



Memo No: HAB/SGH/ 2398

Date: Habra, the 01/12/2021

Notice inviting quotation for Procurement of some Printing items(Register, Signage, various Forms etc.) at Habra S.G. Hospital, North 24 Parganas

Sealed quotations are invited from competent, reputed and eligible Companies/Suppliers/Vendors /authorized dealers/ reputed firms/ agencies /Wholesalers having adequate experience for sale of such articles at Govt. Sector subject to the terms & conditions given in schedule A. The firm should not have been black listed by any Central Government / State Govt./Public Sector under taking organization during last five (5) years. The following items are as depicted below:-

List of items & its specifications:-

Sl. No	Name of the Printing Items	Description	Unit	Rate	GST
1.	Attendance Registered	13.5x8" bothside print Ledger Paper 60 GSM ,Book /Ledger Binding,200 Pages	Per Pc	Rs.	GST Applicable
2.	Autoclave Registered	13.5x8" Bothside print Ledger paper 60 GSM,book/Ledger binding,200 Pages	Per pc	Rs.	GST Applicable
3.	Absconding Book	11x8.5 " Duplicate copy,70 GSM,Cloth/Cheque binding,200 pages	Per Book	Rs.	GST Applicable
4.	Blood Component Requisition Form	11.5x8.5" Bothside print 70GSM paper,pad binding 100 pages	Per page	Rs.	GST Applicable
5.	Breakdown Requisition Book	9x7" Duplicate copy ,70 GSM paper 200 pages,Cloth/Cheque binding	Per Book	Rs.	GST Applicable
6.	Blood Transfusion Record Registered	13.5x8" Bothside print Ledger paper 60 GSM,book /Ledgerbinding,200 Pages	Per pc	Rs.	GST Applicable
7.	Brought Dead Registered	11x8" Tripicale page,Cloth binding 70 GSM paper,	Per Book	Rs.	GST Applicable


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8.	Covid Vaccination Slip	8x5.5" one side print,70 GSM paper,pad binding of 100 pages.	Per Page	Rs.	GST Applicable
9.	Cheque Book Registered	13.5x8" Bothside print,Ledger paper 60 GSM,Book/Ledger binding 200 pages	Per pc	Rs.	GST Applicable
10.	Declaration for Dead body Disposable	10.5x8.5"Triple Page,70 GSM Paper,Cloth/Cheque Binding 100 pages	Per Book	Rs.	GST Applicable
11.	Daily Cleaning Registered	13.5x8" Bothside print,Ledger paper 60 GSM,Book/Ledger Binding 200 pages	Per pc	Rs.	GST Applicable
12.	ECG Requisition Form	8.5x5.5" One side print ,70 GSM paper,Pad Binding	Per Page	Rs.	GST Applicable
13.	Emergency Patient registered	17x10.5" Bothside print,Ledger paper 60 GSM,Book/Ledger binding 200 pages.	Per pc	Rs.	GST Applicable
14.	Emergency Ticket	7x4.5" One Side print,70 GSM Paper,Pad binding 100 pages.	Per page	Rs.	GST Applicable
15.	Hand Wash Registered	13.5x8" Bothside print ,Ledger Paper 60 GSM,Book/Ledger binding 200 pages	Per pc	Rs.	GST Applicable
16.	Indent Book	10.5x7" Duplicate Copy,70 GSM Paper,Book binding 100 pages	Per Book	Rs.	GST Applicable
17.	Indoor Patient Registered	17x11" Bothside print,Ledger paper 60 GSM,Book /Ledger binding	Per pc	Rs.	GST Applicable
18.	JSSK Book	9x7' Duplicate Copy,Cloth/Cheque binding 100 pages	Per Book	Rs.	GST Applicable
19.	KMC Registered	13.5x8" Bothside print,Ledger paper 60 GSM,Book/Ledger binding 200 pages	Per pc	Rs.	GST Applicable
20.	Ligation Registered	13.5x8" Bothside print,Ledger paper 60 GSM,Book/Ledger binding,200pages	Per pc	Rs.	GST Applicable
21.	Linen Registered	15x10" Bothside print,ledger paper 60 GSM,Book/ledger binding 200 pages	Per pc	Rs.	GST Applicable
22.	LOG Book	Bothside print,70 GSM paper ,Book binding,100 pages	Per Book	Rs.	GST Applicable
23.	OT Consent Form	11.8x8.5" oneside print,70 GSM,5 pcs single page,	Per set of 5 pages	Rs.	GST Applicable
24.	OT Intimation Registered	13.5x8" Bothside print,Ledger paper 60 GSM,Book/Ledger binding ,200 pages	Per pc	Rs.	GST Applicable
25.	Patient Description Form	8.5x5.5" Oneside print,70 GSM paper,Pad binding ,100 pages	Per page	Rs.	GST Applicable


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26.	Pathology Registered	13.5x8" Bothside print, Ledger paper 60 GSM, Book/Ledger binding ,200 pages	Per pc	Rs.	GST Applicable
27.	Pathology Report Form	12x8.5" Oneside print, 70 GSM paper, Pad binding 100 pages.	Per page	Rs.	GST Applicable
28.	Rapid Antigen Test Slip	8x5.5" Oneside print, 70GSM paper, Pad binding, 100pages	Per page	Rs.	GST Applicable
29.	Referral Slip	10.5x7 Oneside print, 70 GSM paper, Pad Binding, 100pages	Per page	Rs.	GST Applicable
30.	Requisition of Break Down	9x7 " Duplicate Copy, 70 GSM paper, Book Binding 100 Pages	Per BOOK	Rs.	GST Applicable
31.	Surgical Check List	11.5x8.5" Oneside print, 70GSM paper, pad binding 100 pages	Per page	Rs.	GST Applicable
32.	Stock Ledger Registered	13x8.5" Bothside print, Ledger paper 60 GSM, Book/Ledger binding, 200 pages	Per pc	Rs.	GST Applicable
33.	Top Sheet For Dengue/Covid	11.5x8.5" oneside print, 70GSM paper, Pad binding, 100 pages	Per page	Rs.	GST Applicable
34.	Treatment Continuation sheet	12x8.5" Bothside print, 70 GSM paper, Single page	Per page	Rs.	GST Applicable
35.	USG Requisition Book	13.5x8.5" Duplicate copy, 70 GSM paper, Cloth/Cheque binding, 200 pages	Per Book	Rs.	GST Applicable
36.	X-Ray Daily Registered	13.5x8" Bothside print, Ledger paper 60 GSM, Book/Ledger binding 200 pages	Per pc	Rs.	GST Applicable
37.	X-Ray Requisition Book	13.5x8.5" Duplicate copy, 70GSM paper, Cloth/Cheque binding, 200 pages	Per book	Rs.	GST Applicable
38.	Visiting Card	5.5x3.5 Bothside print, Hard copy, (sample Provide)	Per pc	Rs.	GST Applicable
39.	Vinyl Sheet Hi Resulation ,Colour print	2 X 1.6 Ft	Per pc	Rs.	GST Applicable
40.	Vinyl Sheet Hi Resulation ,Colour print	2.6 X 1 Ft	Per pc	Rs.	GST Applicable
41.	Vinyl Sheet Hi Resulation ,Colour print	3 X 2 Ft	Per pc	Rs.	GST Applicable
42.	Vinyl Sheet Hi Resulation ,Colour print	4 X 2 Ft	Per pc	Rs.	GST Applicable
43.	Vinyl Sheet Hi Resulation ,Colour print	5 X 3 Ft	Per pc	Rs.	GST Applicable


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44.	Vinyl Sheet Hi Resulation ,Colour print	6 X 4 Ft	Per pc	Rs.	GST Applicable
45.	Signage	18 X 12 " Colour print with Lamination	Per pc	Rs.	GST Applicable
46.	Signage	12 X 9 " Colour print with Lamination	Per pc	Rs.	GST Applicable
47.	Signage	10 X 8 " Colour print with Lamination	Per pc	Rs.	GST Applicable
48.	RKS Cash Book	Both Side print,Ledger Paper 60,Book/ledger binding 200pages	Per pc	Rs.	GST Applicable
49.	Swasthya Sathi Cash Book	Both side print,Ledger paper 60 GSM,Book/Ledger binding,200 pages	Per pc	Rs.	GST Applicable
50	Cheque Registered	Bothside print,Ledger paper,Book/ledger binding ,200 pages	Per pc	Rs.	GST Applicable
51	Lamination	18 X 12"	Per pc	Rs.	GST Applicable
52	Lamination A4 size Paper	12 X 9"	Per pc	Rs.	GST Applicable
53	Any Registered	Both side print,Ledger paper 60 GSM,Book/Ledger binding,200 pages	Per pc	Rs.	GST Applicable

Schedule A (Terms & Condition)

01. Quotation received after the stipulated time and date due to any reason what so ever shall not be considered and the same are liable to be rejected.
02. Hospital authority reserves the right to accept or reject any/all tenders without assigning any reason what so ever. The decision of the authority in this regard is final and binding.
03. The Bid should be signed by the bidders in all pages with seal.
04. In complete and unsigned tender is liable to be rejected.
05. Any of the bidders, who may desire, may remain present at the time of opening of the bid.
06. Trade license no. I.T.return (current),TDS return(current),GSTIN Return(current),P.Tax return(current), PAN no. sales & service dealership license, Bank particulars is the mandatory required documents from the bidders.
07. Quotation with over writing condition will be rejected.
08. This tender notice is valid(all terms & conditions and rate of individual items) initially for **one year** from the date of the opening of the bid documents and purchase order will be placed to L1 bidder when & where demand generate from the respective unit and final approval from Hospital Authority from time to time.
09. Quotations will be submitted in the above mentioned prescribed Format mentioning itemwise base rate & percentage of GST, Otherwise it will be treated as cancelled.
10. Final Purchase order will be given to the L1 bidder after prior proper verification (sample) of quality of goods/ printing, binding items.
11. The last date of submission of sealed bid Documents containing technical and financial bid is 16.12.2021. (Thursday) up to 12 noon at the drop Box of Superintendent Chamber & quotation will be opened on 16.12.2021 (Thursday) at 1 p.m. in the chamber of the superintendent in presence of participants.

Superintendent
Haryana State General Hospital
North 24-Patna