



Government of West Bengal
Office of the Medical Superintendent cum Vice Principal
Malda Medical College & Hospital
PS-English Bazar, Dist- Malda, Pin-732101
Tele_Fax-03512-252480 ❖ E_mail-msvpmlmch@gmail.com

Memo No: 2858/MLDMCH.

Dated: Malda, the 16 / 05 /2018

TENDER

Sealed Tender is hereby invited by the Medical Superintendent cum Vice Principal, Malda Medical College & Hospital, PS: English Bazar, PO & Dist: Malda from the Bonafide Firm / Company/ Agency for the Supply of "Printing Articles" required for Malda Medical College & Hospital.

For obtaining the Forms, Terms & Conditions the interested bidders are requested to collect from the RKS Accounts Section at the Malda Medical College & Hospital or download from the official website i.e. www.wbhealth.gov.in/ www.maldamedicalcollege.com .

Bid shall be opened on date and place specified below in presence of bidders/representative. Under any circumstances no bidder will be allowed to collect and submit form beyond the above mentioned time limit and not responsible for postal delay. The undersigned reserves the right to accept/reject any bid, including lowest bid.

- ❖ Collection & Submission of Forms: From 22.05.2018 to 09.06.2018 between 11.00 AM to 4.00 PM in all working days.
- ❖ Date of Opening of Tender: 11.06.2018 at 12.30 PM at Chamber of the MSVP, Malda Medical College & Hospital

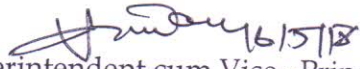
The order is issued for the interest of patient care benefits.


16/5/18

Medical Superintendent cum Vice -Principal
Malda Medical College & Hospital, Malda

Copy forwarded for kind information to the:

1. Principal , Malda Medical College
2. Deputy Superintendent, Malda Medical College & Hospital, Malda
3. Treasury Officer, Treasury -II, Malda
4. Accounts Officer, Malda Medical College & Hospital, Malda.
5. All Asst. Superintendents, Malda Medical College & Hospital, Malda.
6. Store Keeper (Equipment), Malda Medical College & Hospital, Malda.
7. Accounts Personnel, RKS, Malda Medical College & Hospital, Malda with request to issue form as per notification.
8. IT Coordinator, Dept. of Health & Family Welfare with direction to upload the tender notice to the website.
9. Mr. Arijit Chatterjee, Malda MCH, with direction to upload the tender notice to the website.
10. Miss. Priya Singh, DEO, Malda MCH, with direction to present along with broad sheet.
11. Receive Section, Malda MCH with direction to drop the Tender Documents in the Tender Box placed at the MSVP chamber.
12. Notice Board, Principal / MSVP / District Magistrate / SDO / English Bazar Municipality / Post Office, Malda for display
13. Office Copy.


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Tender Notice

Invitation	❖ Sealed Tender is hereby invited by the Medical Superintendent cum Vice Principal, Malda Medical College & Hospital, PS: English Bazar, PO & Dist: Malda from the Bonafide Firm /Company/ Agency for the Supply of 'Printing Articles" required for Malda Medical College & Hospital .
Special Attention	<ul style="list-style-type: none"> ❖ All bidders are to note that Tender is liable to be rejected if there is any deviation from the terms and conditions or other requirement. ❖ Inviting authority reserves all rights to accept the Tender in whole or part or to reject any or all Tender without assigning any reason thereof. ❖ Invitation of the Tender shall under no circumstances create any legal right or otherwise in favor of the bidders in case the Tender is closed, withdrawn or cancelled before issuance of order nor shall the inviting authority be liable to explain the reason of such closure, withdrawal or cancellation of the Tender.
Availability of Tender Document	❖ Tender Form including General Terms and Conditions will be available from RKS Account Section at the office of the MSVP, Malda MCH or download from the official website i.e. www.wbhealth.gov.in/ www.maldamedicalcollege.com from 22.05.2018 to 09.06.2018 between 11.00 AM to 4.00 PM (On Saturday up to 2.00 PM) except Sunday & Holiday.
Tender Documents	<ul style="list-style-type: none"> ❖ Self attested copy of Valid Trade License preferably in Offset , Flex And Allied Presses from appropriate authority. ❖ Self attested copy of PAN card of the Bidder/Bidder Company. ❖ GST Registration Certificate. ❖ Last GST return if applicable. ❖ IT Return of Last Year i.e. for the 2017-18. ❖ Up to Date Professional Tax Certificate . ❖ Credential of the Bidder in Supply of Printing Articles to any Govt. Hospitals /Organization.
Language Of Tender	❖ The Tender shall be submitted in the prescribed form in English. All papers and correspondences in connection with the bidders shall be in English.
Address of Tender	❖ Tender should be addressed to the Medical Superintendent cum Vice Principal, Malda Medical College & Hospital, Englishbazar, Malda
Submission Of Tender	<ul style="list-style-type: none"> ❖ The intending bidders should submit Tender as follows : <ol style="list-style-type: none"> 1) Envelope B: Separate 'Technical Bid" in a sealed envelope containing all required documents as stated in "Annexure I" All submitted documents should be serially numbered.

	<p>2) Envelope C: Separate "Financial Bid" in sealed envelope containing the rate quoted.</p> <p>3) Envelope A: Outer sealed cover superscripted "Tender For Supply of Printing Articles , Tender Notice No. -----& Date-----" in bold letters with SUBSCRIPT. The name, full address and phone no. of the bidder must be written on the cover in bold letters.</p>
Price	<ul style="list-style-type: none"> ❖ A single rate shall be quoted including Printing & Delivery charges exclusive of GST which will be paid separately. ❖ Rate should be quoted below estimated rate mention in Financial Bid ❖ The rates quoted by the bidder shall be fixed for the duration of the contract .
Date Of Submission Of Tender	<ul style="list-style-type: none"> ❖ Tender must be submitted in the Dropping Box at the Chamber of the Medical Superintendent cum Vice Principal, Malda Medical College and Hospital, PS: English Bazar, Dist: Malda or may be sent through the Speed Post / Register Post/Courier Service (With Acknowledgement Slip) from 22.05.2018 to 09.06.2018 between 10.00 AM to 4.00 PM in all working days (On Saturday up to 2.00 PM).
Opening Of Tender	<ul style="list-style-type: none"> ❖ Tender will be opened on 11.06.2018 at 12.30 PM in the chamber of the Medical Superintendent Cum Vice Principal, Malda Medical College & Hospital, Englishbazar, Malda in the presence of the intending bidders/ their representative, if any. ❖ If for any administrative reason the date of the opening of the Tender be a declared holiday, the Tender will be opened on the next working day at the same time and place.
Evaluation Of Tender	<ul style="list-style-type: none"> ❖ Evaluation of the bidders will be done on the basis of lowest rate quoted.
Payment	<ul style="list-style-type: none"> ❖ Selected bidder who has delivered the Articles to the Store Keeper (E & C) and will produce the bills along with copy of acknowledge challan (duly counter signed by the In-charge of the Store Keeper (E&C) as supplied and work order issued by the MSVP, Malda Medical College & Hospital, Malda for release of payment. ❖ No additional charges will be paid other than the rate quoted.

Any deviation from the terms and condition of the Tender by the quotator may result cancellation of the Tender by the Tender Selection Committee.


 Medical Superintendent cum Vice Principal
 Malda Medical College & Hospital, Malda

