

File .NoZ.28025/12/2017-EMR  
Government of India  
Ministry of Health & Family Welfare  
Directorate General of Health Service  
EMR -CELL

Nirman Bhawan, New Delhi  
Dated 13<sup>th</sup> February, 2018

Subject: Limited Tender Inquiry for designing and printing of books on “Training toolkit for Provider’s course of NELS for doctors”.

Sealed tenders are invited from Printers empanelled with National Health Systems Resource Centre which is a nodal agency of NHM for designing and printing of booklet on “Training toolkit for Provider’s course of NELS for doctors”. The Tender Documents/Form are available on Ministry’s website [www.mohfw.nic.in](http://www.mohfw.nic.in) from where the same can be downloaded and filled up and sent along with EMD and tender form fee. The jobs are required to be done on priority basis as per the following specifications :-

Specifications and terms & conditions:-

1.	No. of copies	500
2.	Size of publication	A-4
3.	No. of page	330 approx
4.	Cover	To be printed in 4 colour
5.	Tex/Photograph	To be printed in 4 colour
6.	Paper for cover	300GSMGlossy imported Art Card with Thermal lamination
7.	Paper for text	90 GSM Supper Printing paper
8.	Binding Style	Perfect Binding
9.	Material for reproduction	Soft Copy will be provided
10.	Language	English
11.	Scope of Work	Proof reading, Editing, Designing and Layout, Printing.
12.	Sample of Paper	(Paper should be enclosed with quotation) Cover of publication should be laminated
13.	Earnest Money Deposit	Rupees Twenty Thousand only in the form of Draft / (EMD) pay order in favour of PAO, Ministry of Health & Family Welfare, New Delhi along with quotation.
14.	Time for delivery	The job has to be completed within 15 days of print order / approval of CRC from Department.

15.	Packing & Forwarding:	The book should be duly packed 20 copies each in a packet of good quality water proof material to ensure safety of the contents so as to avoid loss or damage in transit.
16	Delivery	The Printer will, at his own cost, deliver the printed copies to the Ministry
17.	Performance Security :	Selected bidder will have to submit performance security equivalent to 5 percent of total cost of job in the form of DD only within 10 days of issue of letter for performance security before awarding of job. Failure to submit performance security will result in termination of award of work and EMD will be forfeited. Further, Performance Security will be valid for 60 days beyond the satisfactory completion of work.
18.	<u>Arbitration clause</u>	any dispute arising between the parties hereto shall be referred to the sole arbitrator approved by MoHFW and decision/award of such arbitrator shall be final and binding upon the parties hereto. During the pendency of arbitration proceedings, the services as provided by the vendor/bidder shall continue till the matter is resolved otherwise or decided on merits.
19.	Penalty for delay and mistakes	5% penalty for every week's delay for left over job subject to a maximum of 10% of the total cost of job. Further, the Department reserves the right to terminate the job if the performance of the agency is not satisfactory.
20.	GST & other tax component	If the tenderer desires to ask for taxes to be paid extra, the same must be specifically stated in the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later
20.1		If the reimbursement of GST is intended as extra over the quoted prices, the supplier must specifically say so also indicating the rate, quantum and nature of the duty applicable.
20.2		If the tenderer chooses to quote a price inclusive of GST and also desires to be reimbursed for variation, if any in the GST during the time of supply the tenderer must clearly mention the same and also indicate the rate and quantum of GST included in its price . Failure to indicate all such details in clear

		terms may result in rejection of that tender .
20.3		Subject to sub clause 20.1 & 20.2 above , any change in GST upward/downward as a result of any statutory variation in GST taking place with in contract terms shall be allowed to the extent of actual quantum paid by the supplier. In case of downward revision in GST, the actual quantum of reduction shall be reimbursed to the purchaser by the supplier. All such adjustment shall include all reliefs, exemptions, rebates, concession etc. If any obtained by the supplier.

Publishers are requested to send their offer as per the Tender Form inclusive of all taxes & all other charges for proof reading, editing, designing, layout printing of books on "Training toolkit for Provider's course of NELS for doctors" in sealed cover in the name of CMO (EMR), Dte.GHS, Ministry of Health & Family Welfare, New Delhi and submit the same to the drop box in Room No. 507-D, Nirman Bhawan, New Delhi so as to reach latest by 04.30 PM on 23<sup>rd</sup> February 2018. The unsealed quotations will not be entertained. The envelope must be marked – "Quotations for designing & printing of "Training toolkit for Provider's course of NELS for doctors". The Department reserves the right to reject any or all the offers without assigning any reason. The bid will be valid for three months from the date of opening of tender.

The Sealed tenders will be opened on 26th February, 2018 at 11.30 A.M in presence of representatives of printers.

Yours faithfully,



(Dr. U.B.Das)

Chief Medical Office (EMR)

Telephone#23063440

To

1. Romi Mukker , New Concept Information Systems (P) Ltd. , Darshan Plot No. 5 Institutional Area Sarita Vihar, New Delhi 110076.
2. Sh. Jeevan Singh Adhikari, Project Manager, Macro Graphics Private Limited, A—36, Chittaranjan Park, New Delhi -110019.
3. Royal Press, 1799 IInd Floor, Opposite D-57 NSDE Part-1, Prashadi Gali Kotla Mubarakpur, New Delhi – 110003.
4. J.S. Media B-56 B, Lower Ground Floor, Main Road, Kalkaji, New delhi -110019.

Copy to: NIC, MOHFW with the request to upload the LIMITED TENDER INQUIRY Documents on this Ministry's website [www.mohfw.nic.in](http://www.mohfw.nic.in) and [www.eprocure.gov.in](http://www.eprocure.gov.in)