



O/O CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER  
DISTRICT PROGRAMME MANAGEMENT UNIT  
NATIONAL HEALTH MISSION  
BALASORE  
e-mail- dpmubal@gmail.com



Sealed Tenders are invited by the CDM & PHO cum District Mission Director, NHM, Balasore from the established and reputed Firms/Agencies for supply of the following requirements.

**IEC materials & Erection of Hoarding.**

Interested bidders may send their completed bids in double cover system (Technical & Financial) super scribing the Tender Notification No: 18288 and date: 17-11-23 on the top of the Bid envelop addressing clearly to the CDM & PHO, Balasore. Pin: 756001. Bidders are advised to visit the District web site [www.baleswar.nic.in](http://www.baleswar.nic.in) for detailed tender requirements. Last date for receipt of Tender is 01.12.2023 latest by 5.30 PM through Speed post/Regd. Post (India post only) and the bids so received will be opened on 02.12.2023 at 11.30 AM. in the official chamber of the CDM & PHO, Balasore. The bidders are advised to keep in touch with the district website for addendum or corrigendum if at all required till the last date. No publication in the newspaper will further be made for the same. Incomplete and late receipt bids will be summarily rejected. The undersigned reserves the right to cancel all or any of the bids without assigning any reason thereof.

-Sd-

CDM & PHO cum District Mission Director  
NHM Balasore.

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## **Terms & Conditions for Supply of IEC Materials & Erection of Hoarding**

The CDM & PHO cum District Mission Director, NHM, Balasore intends to select experienced Firms/Agencies to supply the desired items required for various programmes under NHM through Tender process. Hence established and reputed bidders may apply with all requisites to the undersigned for the participation in tender process. Interested bidders may submit their bids in the prescribed format only.

Technical & Financial Bid of the Tender Documents would be evaluated by District Purchase Committee duly constituted by the CDM & PHO-cum-District Mission Director, NHM, Balasore. The bidders qualified in the technical bid assessment will be eligible for Financial bid assessment.

1.	Cost of the Tender processing charge.	Rs.1000/- (non-refundable) in the form of Demand Draft in favour of "NHM, Balasore –Security Deposit A/C". To be submitted along with the Tender document.
2.	EMD	Rs.10,000/- (Rupees Ten Thousand only) (Refundable) in the form of Demand Draft in favour of "NHM, Balasore –Security Deposit A/C".
3.	Tender Document	Bidders are advised to download the details of the tender process and requirements from the District website <a href="http://www.baleswar.nic.in">www.baleswar.nic.in</a>
4.	Last date of submission of sealed tender document.	<b>01.12.2023 , 5.30 PM</b>
5.	Mode of Bid Submission	<b>Through Registered Post/Speed Post (India Post only). No other mean should be accepted.</b>
6.	Date of opening of tender	<b>02.12.2023 at 11.30 A.M.</b> at office of the CDM & PHO cum District Mission Director, NHM, Balasore.
7.	Eligibility of the Bidder	a. The Bidder must be registered under GST. b. The bidder must have experience in successful supply of printing items to Government or any other reputed Organization in last four years (2020-21) onwards. At least two such order copies to be enclosed amounting Rs 50,000/- each. c. Minimum average annual GST Taxable Turnover of past two years (21-22) & (22-23) must be Rs.5,00,000/- or more. d. IT Return for the Assessment year (22-23) & (2023-24) e. EMD & Tender processing cost in shape of DDs must be attached in the technical bid.

8. A bidder is permitted to submit only one bid .

9. As the said tender process is double bid system (Technical & Financial), the bidders are advised to submit their bids in a Single Big Size Envelope containing two envelopes (i) one for "Technical Bid" (ii) another for "Financial Bid". Both the Envelopes must be separately sealed and super scribed as Technical/Financial as the case may be with address of the bidder.



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10. The Single Big Size Envelope should be duly sealed and super-scribed as Tender for **“Supply of IEC Materials & Erection of Hoarding”** with Tender Notification No:.....& Date:.....
11. The Single Big Size Envelope should be addressed to The CDM & PHO cum District Mission Director, NHM, Balasore, PIN 756001, Odisha.
12. The Sealed Tenders should be sent through **registered post / Speed Post (India Post only). No other mean should be accepted.**
13. Sealed Tenders received after the due date and time shall not be entertained. Postal delays shall not be the responsibility of the Department.
14. Tender without an EMD and Tender processing cost shall be rejected.
15. However, as per the Finance department ,Govt Of Odisha memorandum no: 21926 dtd. 12.08.2015, the local MSEs (Micro & Small Enterprises) registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC are exempted from submission of EMD while participating in tenders of Government Departments & Agencies under its control. It is further clarified that the above exemption is applicable to local MSEs registered in Odisha only. This exemption to the local MSEs shall be applicable if the kind of service as required under this tender enquiry is clearly specified against the details of the service to be provided in their DIC/NSIC/MSME registration certificate (to be furnished in the technical bid)
16. The incomplete tender in any manner is rejected and will not be taken in to consideration for the tender process.
17. The successful Bidder will submit a **Performance Security of Rs. 30,000/-** in the shape of DD/Bank Guaranty with a validity period of fifteen months. This will be retained as a Performance security deposit till the completion of the agreement period or the date of cancellation of agreement whichever is earlier. Refund of EMD/Performance Security shall not carry any Interest Component.
18. The EMD of all bidders shall be returned within 30 days after the finalization of the Tender, subject to the submission of a written application in the said context from the unsuccessful bidder addressing to the District Mission Director, NHM, Balasore.
19. The District Authority, in view of unsatisfactory Service or Non compliance of the T&C of the tender is at liberty to terminate the agreement by communicating the reasons to the

  
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Supplier. The Supplier will not be entitled to any compensation whatsoever in respect of such termination.

20. After the approval of the tender committee, the L 1 Bidder will be sent an offer letter seeking the acceptance of the same within four days of issue of the offer letter. For any reason whatsoever it may be, if the said bidder is not communicating in writing its willingness to accept the offer within the said four days period, then it will be considered as non acceptance of the offer in his part and consequent upon which the EMD/Performance Security submitted by him will be forfeited.

21. Eligible but unsuccessful bidder (L2/L3/L4) may be empanelled and called upon during such situation considered appropriate by the CDM&PHO, Balasore, to supply the approved items decided at the approved L1 rate, if agreed upon.

22. Initially the L1 bidder will be allowed to supply the items as per the requirement in the approved price only for a period of one year from the date of its approval. In case of any compelling circumstances the period of approval may be extended for another one year only with an agreed upon consent by both parties.

23. No compromise will be made with respect to the ordered quantity and its quality as asked for. However, the supplied items must be in conformity with the sample of materials submitted with technical Bid. If subsequently any deviation is found in the supplied materials, the same will be replaced at the cost of the supplier within the specified timeline as instructed. The EMD will be forfeited for the non compliance to the same and subsequently the bidder will be blacklisted.

24. No advance payment is allowed for the materials to be supplied. The supplier will submit the bill/invoice favouring to the CDM & PHO, Balasore and the same will be processed and the payment will be released after successful completion of supply in all respect.

25. The bidders have to submit sample of different specifications mentioned in the Annex-B with seal and signature on each sample enclosed in the technical bid. If situation compels, the cost required towards testing of supplied items with samples will be borne by the approved bidder.

26. For any dispute, the decision of the district authority is final.

27. The dispute if any shall be governed by the laws in force in India. In the event of any dispute arising during the Tender process, such dispute would be subject to the Jurisdiction of Balasore District only.

  
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**TECHNICAL BID**  
**(Supply of IEC materials & Erection of Hoarding)**

1	Name of the Bidders/Establishment/Printers /Agency	
2	Address of the Bidders/Establishment/Printers /Agency	
3	Mobile No & Address of the Bidders	
4	Name of the Authorized Signatory	
5	Specimen Signature of the Authorized Signatory	
6	Mobile No & Address of the Authorized Signatory.	
7	E-mail ID	
8	Registration of Bidders/Establishment/Printers /Agency	Photo copy of Registration certificate to be enclosed
9	Registration under DIC/MSME/OSIC/NSIC	Photo Copy of Registration certificate to be enclosed
10	GST Registration No:	Photo Copy to be enclosed
11	PAN No:	Photo Copy to be enclosed
12	Average Annual GST Taxable Turnover of the Organization in past two financial years (21-22) & (22-23) must be more than Rs.5,00,000/-(Five Lakhs only).	GST Turnover Certificate Certified by a Chartered Accountant with UDIN NO, Seal and Name with Membership No: in original Letter Head of the Chartered Accountant to be enclosed in support of proof of Turnover.
13	Income tax Return for last two Assessment years -(2022-23) & (2023-24) to be submitted.	Photo Copy of ITR to be enclosed.
14	Whether the Samples are enclosed in the technical bid as per <b>Annex-B</b>	<u>Yes/No</u> (Samples to be submitted clearly mentioning the GSM with bidder's signature.) in the Technical Bid as per <b>Annex-B</b>
15	Related Experience in Govt. & other Reputed Sector last four years :2020-21 & onwards.	Two Copies of the Printing Order each valuing not less than Rs.50,000/-.

  
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16	Declaration to be submitted in Affidavit from Notary in Annex-A	To be submitted as per the format enclosed in Annex-A
17	EMD. The details of the EMD is it be filled in Amount..... Date..... Bank..... Branch.....	Rs.10,000/- (refundable) in the form of Demand Draft in favor of " <b>NHM, Balasore –Security Deposit A/C</b> ". To be submitted along with the Technical Bid.
18	Cost of the Tender Processing Fee Amount..... Date..... Bank..... Branch.....	Rs.1,000/-(non-refundable) in the form of Demand Draft in favor of " <b>NHM, Balasore –Security Deposit A/C</b> ". To be submitted along with the Technical Bid.
19	Whether all the documents as sought for have been submitted sequentially with page numbering and signature in each page.	Yes / No

Photo Copies of documents to be submitted in support of the above information with due signature of the bidder.

  
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**Annex-A**

**DECLARATION**

**(To be submitted with Technical Bid)**

**(Non Judicial Stamp paper of Rs. 20/- from Notary)**

I / We ..... the Proprietor/partner/ do declare that I / We have carefully read all the terms of reference of tender of the CDM & PHO cum District Mission Director, NHM, Balasore, Orissa for **"Supply of IEC Materials & Erection of Hoarding"** under NHM, Balasore. I will abide with all the terms & conditions set forth in the Tender Reference no. .... The approved rate will remain valid for a period of one year from the date of approval.

I/We do hereby declare I/We have not been de-recognized / black listed by any State Govt. / Govt. of India / Govt. Organization / Govt. Health Institutions for any such act or action or non compliance to any instruction.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me/us for a period of 3 years if, any information furnished by me/us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions .

I/We ..... do hereby declare that I / we will deliver the work, if declared successful as per the terms, conditions & specifications of the tender document and work orders.

Signature of the bidder :

Date :

Name & Address of the Bidder:

  
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**Annex-B**

**SAMPLE TO BE SUBMITTED**

<b>SI No</b>	<b>Paper Type</b>	<b>Specification in GSM</b>	<b>To be enclosed with Technical Bid</b>
1	Sun Board –White	3 mm.	YES/NO
		5 mm.	YES/NO
2	Flex Banner	Normal Quality	YES/NO
		Star Quality	YES/NO
3	Fabric Banner		YES/NO

**Signature of the Bidder**

  
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**FINANCIAL BID for PRINTING**

1.	<b>Wall Painting</b> color used in –Multicolor Enamel paint with base coat	Per Sq ft.	Rs.
2.	<b>IEC VAN</b> Well decorated with fixing of flex hoarding in front , back & both side with frame , arrangement of mike set, sound system . Vehicle Type: TATA Magic/Ace & similar type vehicle. For traveling more than one day the Hiring Charge will be proportionately increased.	For One Day	1.Hiring Charge/Day- Rs..... 2.Kms travelled per liter of Fuel :.....Km/One lt. of DOL 3. Decoration & All other Charges(One time) Rs.....
3.	<b>Vehicle Branding</b>		
	Rate per running Sq Ft.-Multi colour process	Per Sq Ft	Rs.

**Price to be quoted per unit/Sq. Ft/Sq Cm. basis as per the requirement including GST.**

4.	Canopy	Specification	1 to 10 Nos	Above 10
i.	<b>Size</b> Material Color Frame Material Shape Is It Waterproof Free Standing Pattern Canopy Material	<b>6X6X7 Feet</b> PVC Multicolor Steel Square Waterproof Yes Printed Star Flex	Rs.....per Unit	Rs. -.....per unit
ii	<b>Size</b> Material Color Frame Material Shape Is It Waterproof Free Standing Pattern Canopy Material	<b>4X4X7 Feet</b> PVC Multicolor Steel Square Waterproof Yes Printed Star Flex	Rs. ....per unit	Rs. ....per unit

Price to be quoted as per specification per piece including GST.

Signature of the Bidder

  
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Sl. No	Specification	Unit	Quoted Price
5.	<b>Branding Materials, Multicolour tin board</b>	Sq Ft	Rs.
6.	<b>Sun Board (Eco solvent Vinyl print) with corner clipping.</b>		
I	Thickness-3 mm.	Sq Ft	Rs.
li	Thickness-5 mm.	Sq Ft	Rs.
7.	Standy (3X5) ft. Aluminum frame	Piece	Rs.
8.	Standy (3X5) ft. Iron frame	Piece	Rs.
9.	<b>*Hoarding including all taxes, transportation, erection within the District, mounting and one year Annual Maintenance Cost (AMC).Specification mentioned separately.</b>		
I	3' X 4' = 12 sq ft.	one unit	Rs.
li	3' X 6' = 18 sq ft.	one unit	Rs.
lii	6' X 10' =60 sq ft.	one unit	Rs.
lv	8' X 16' =128 sq ft.	one unit	Rs.
V	12' X 15' =180 sq ft.	one unit	Rs.
vi	10' X 20' =200 sq ft.	one unit	Rs.
Vii	15' X 30' =450 sq ft.	one unit	Rs.
Viii	8' X 4' =32 sq ft. (Identity Hoarding) Specification – (Annex-C)	One unit	Rs.
vix	4' X 3' = 12 Sq Ft (Retro Hoarding) (Annex-D)	One Unit	Rs.
10.	<b>Printing &amp; Fixing of flex Banner</b>		
I	<b>Star Quality Flex</b>		
A	Up to 20 Pieces	Per Sq Ft	Rs.
B	Above 20 Pieces	Per Sq Ft	Rs.
li	<b>Normal Quality</b>		
A	01 to 100 Pieces	Sq Ft	Rs.
B	Above 100 Pieces	Sq Ft	Rs.
11.	<b>Printing &amp; Fixing of Fabric Banner</b>		
I	1 to 100 Pieces	Sq Ft	Rs.
li	Above 100 Pieces	Sq Ft	Rs.

Signature of the Bidder

  
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**Specification of All types of Hoardings (SI NO-9).**  
(Specification for hoarding is attached in Annexure-D)

- i. **3' X 4'= 12 sq ft.**  
Quality of surface angel frame using should be of good quality  
Two feet deep concrete on each polo of the board along with supporting iron angle  
Frame should be iron angle  
Flex should be best quality with digital multicolored printing  
Flex should be fixed by iron pipes and GI wires  
Structure of the hoarding will be 5 feet height from ground level
- ii. **3' X 6'= 18 sq ft.**  
Quality of surface angel frame using should be of good quality  
Two feet deep concrete on each polo of the board along with supporting iron angle  
Frame should be iron angle  
Flex should be best quality with digital multicolored printing  
Flex should be fixed by iron pipes and GI wires  
Structure of the hoarding will be 5 feet height from ground level
- iii. **6' X 10'=60 sq ft.**  
Quality of surface angel frame using should be of good quality  
Joist - 4"x2"  
Angle- 3"x3"  
Angle -2"x2"  
Two feet deep concrete on each polo of the board along with supporting iron angle  
Frame should be iron angle  
Flex should be best quality with digital multicoloured printing  
Flex should be fixed by iron pipes and GI wires  
Structure of the hoarding will be 5 feet height from ground level
- iv. **8' X 16'=128 sq ft.**  
Quality of surface angel frame using should be of good quality  
Joist - 5"x2.5"  
Angle- 3"x3"  
Angle -2"x2"  
  - Base of each pole of the Hoarding should be buried at least 3 feet and cement concreted all around the buried part as well as 1 foot above the ground.
  - Frame should be of Iron Angle.
  - Fabric/Cloth should be fixed by iron pipes and GI wires.
  - Structure of the hoarding will be at a height of 5 feet from the ground level so as to be clearly visible from a distance.

  
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V.

12'X 15'=180 sq ft.

10'X 20'=200 sq ft.

Quality of surface angel frame using should be of good quality

Joist - 5"x3"

Angle- 3"x3"

Angle -3"x3"

- Base of each pole of the Hoarding should be buried at least 3 feet and cement concreted all around the buried part as well as 1 foot above the ground.
- Frame should be of Iron Angle.
- Fabric/Cloth should be fixed by iron pipes and GI wires.
- Structure of the hoarding will be at a height of 5 feet from the ground level so as to be clearly visible from a distance.
- Care must be taken not to select locations behind a tree/any other structure obstructing the view.
- The hoarding should be so installed (preferably at right angle to the direction of passing road/entrance to the campus or area) that it easily catches the vision of the passersby/people.

vi.

15"X 30"=450 sq ft.

Quality of surface angel frame using should be of good quality

Joist - 6"x3"

Angle- 4"x4"

Angle - 4"x4"

Three feet deep concrete on each polo of the board along with supporting iron angle

Frame should be iron angle

Flex should be best quality with digital multicolored printing

Flex should be fixed by iron pipes and GI wires

Structure of the hoarding will be at a height of 5 feet from the ground level so as to be clearly visible from a distance.

Care must be taken not to select locations behind a tree/any other structure obstructing the view.

The hoarding should be so installed (preferably at right angle to the direction of passing road/entrance to the campus or area) that it easily catches the vision of the passersby/people.

**vii. Specification of Identity Hoarding**

**Size of the Hoarding:**

Size of hoarding level is - (Size- 8' x 4') (Specification for hoarding is attached in **Annexure-C**)

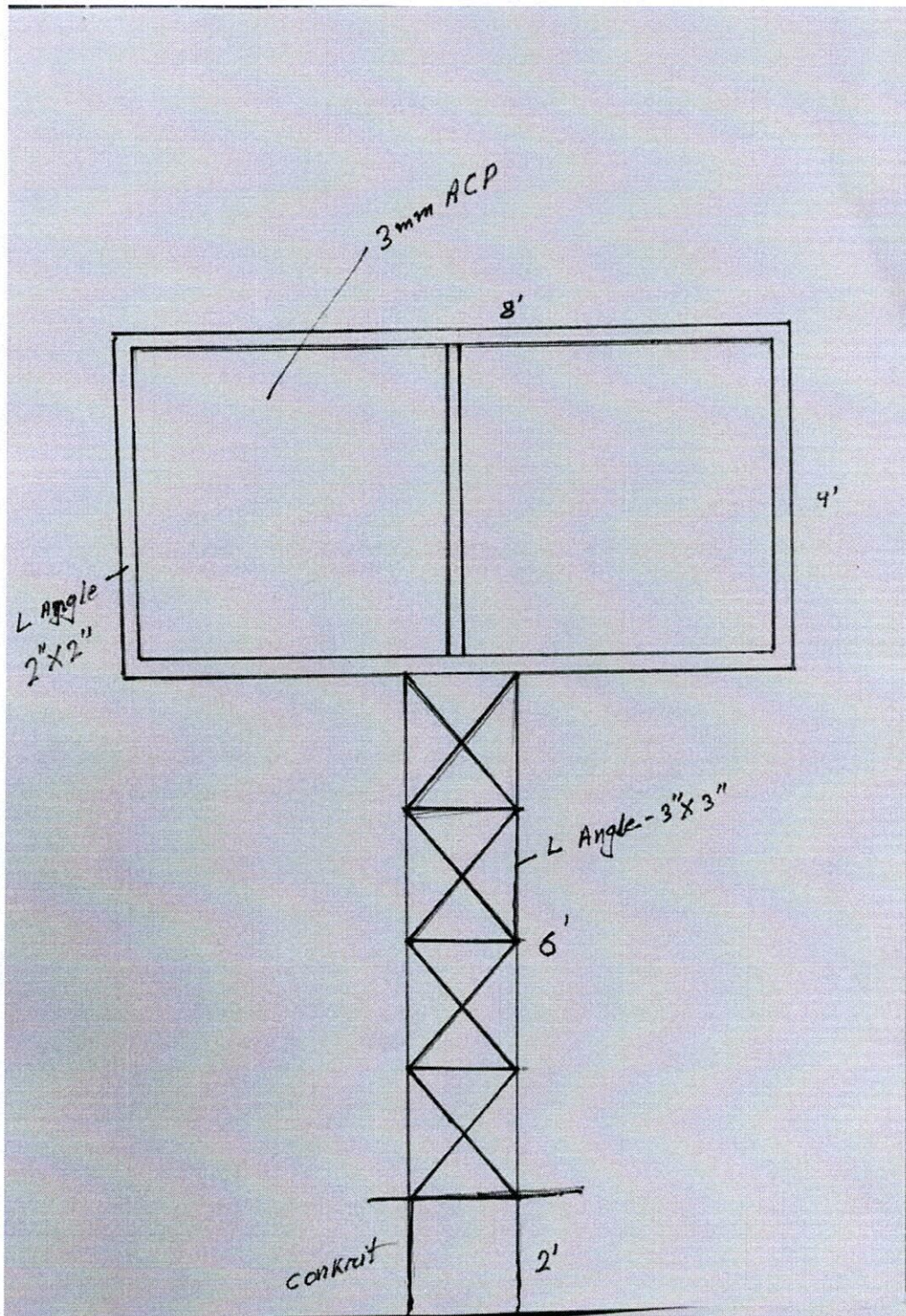
**Specification:**

- Fitting, Fixing & Laying on the ground with PCC after digging foundation of size 1 ft X 1 ft X 2 ft with Angles of Size 3" X 3" as supported bracings.
- Quality of surface Angle frame using should be of good quality.
  - Hoarding Frame- 4 side 2" Square Iron bar with 3 mm ACP fixed with it. Entire frame to be pasted with vinyl
  - Upright Column frame shall be made up of 4 numbers of 3"X3"Angles with powder coated epoxy paint with connecting cross at centrally overhanging board. ( Structure 12' height)
  - Angle- 2"X 2" ( Frame for Board)
  - Sign board frame shall be made up of MS Angle of Size 2"X2"
- Vinyl printing with Pasting
- Structure of the hoarding will be 6 feet height from ground level

  
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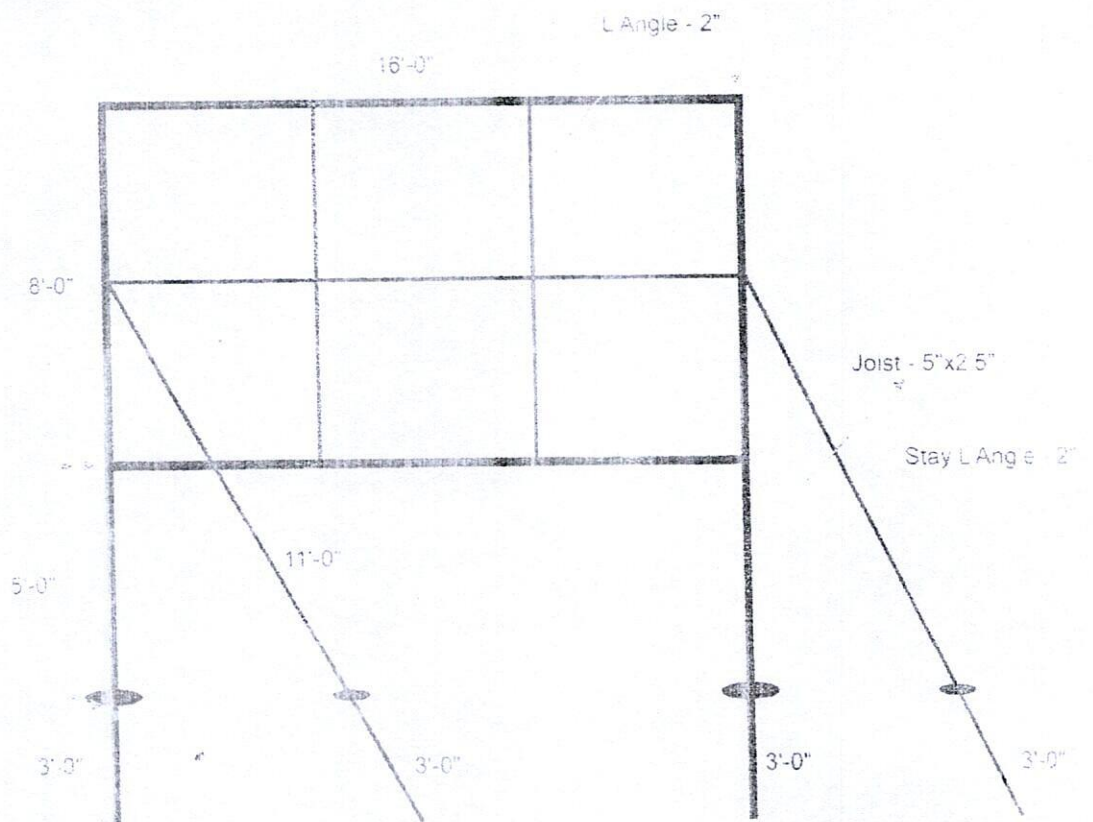
Specification of Identity Hoarding

Annexure - C



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### Suggested Hoarding Structure Specification



*[Handwritten signature]*  
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