



NATIONAL HEALTH MISSION

Government of Meghalaya

DHS/NHM/IEC&BCC/79/2024-2025 (XIX)

02.07.2025

NOTICE INVITING TENDER FOR PRINTING UNDER NHM Meghalaya from 2025 onwards

Sealed Tenders in a Two Bid System affix a court fee stamp of Rs. 25/- is invited by the Mission Director, National Health Mission, NHM, Meghalaya for registered firms for Printing of items under NHM.

Technical & Financial Evaluation of the Tender Documents would be evaluated by a Tender Committee duly constituted by the Mission Director NHM Meghalaya.

SL No.	Name of items	Tender for printing under NHM
1	Cost of Tender document	Rs.2000/- in demand draft in favor of Mission Director, National Health Mission, payable at Shillong, if tender document is obtained from the office of the undersigned. No tender fee is required if the bidder downloads the tender document from the NHM website
2	Earnest Money Deposit	Rs. 2,25,000/- (Rupees Two Lakh Twenty-Five Thousand Only)
3	Tender Documents	Can be obtained from the NHM office, Shillong or downloaded from www.nhmmeghalaya.nic.in
4	Date for downloading/obtaining the Tender Documents	From 4th – 14 th July 2025
5	Last date and time for submission of Tender Document	21 st July 2025 up to 5:00 pm
6	Tender opening date and Time	time to be confirmed online

Note: Any changes or any further notification in respect of the above documents shall be made available only on the above-mentioned website. Hence respective Tenderers are advised to visit the website regularly for the above purpose.

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Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

ELIGIBILITY CRITERIA:

Annexure I, II, III, IV, V and VI should be duly filled and completed in all respect.

- GST should be charged as per applicable rate.
- Rates quoted should be inclusive of all charges OR F.O.R up to NHM, Shillong Meghalaya
- The Tenderer who quotes for goods manufactured by other manufacturer shall furnish Manufacturer's Authorization certificate or Confirmation of supply and authorization letter should be Tender specific.
- The Mission Director NHM, Govt. Of Meghalaya reserves the right to reject /cancel any or all other including the lowest quotation without assigning any reason thereof.
- All disputes can be addressed by amicable settlement by a committee constituted by Mission Director of NHM, Meghalaya.
- Samples should be provided during the time of Tender submission/Technical Evaluation.
- All applications should be on the letter head of the firm only.

Office of Mission Director, National Health Mission

Directorate of Health Services, Health Complex, Upper New Colony, Laitumkhrah, Shillong - 793003

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- h. The Tenderer hereby declares that the goods supplied to the buyer shall be of the best quality and shall be strictly in accordance with the specifications mentioned in the clauses hereof. The purchaser will be entitled to reject the said goods, or such portion thereof as may be discovered not to conform to the said description and quality as approved.
- i. A valid Trade License Certificate from KHADC/JHADC/GHADC for Non-Tribal firm.
- j. A Valid GST Registration certificate.
- k. PAN/TIN Card of the firm or the person in whose name the Proprietorship, Firm etc. is registered under.
- l. Annexure I, II, and III should be duly filled and completed in all respects.
- m. Tender document duly filled and signed by the authorized person in all pages.
- n. Minimum 3(three) numbers (each year) of customer feedback or supply order from Central/State Govt. Dept/PSU/National Health Mission completed within the last three years, failing which bidders will be disqualified. The customer feedback or supply order as indicated above should be in the name of the firm participating in the tender, failing which bidder will be disqualified.
- o. All firms/agencies should have a permanent office in Meghalaya
- p. All firms/agencies should have a printing press in Meghalaya
- q. Firms/agencies should be able to deliver materials on the same day as and when required
- r. Any updates/change/s will be uploaded in the website.
- s. All parties interested are to kindly check the website regularly

(Signature)

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Submission of the Bid:

i. The Bid should be in sealed cover super- scribed "Tender for Supply of Printing" and clearly mention the tender reference number and date. The super scribed sealed cover shall consist of three sealed covers inside (i) Technical Bid" (ii) "Financial Bid".

ii. Super scribed Sealed Cover A - Technical bid:

- a. Tender document duly filled and signed by the authorized person in all pages
- b. Tender fee if Tender document is obtained from the office of the undersigned.
- c. Annexure I, II, III, IV, V and VI should be duly filled and complete in all respects, the bidder will be disqualified if the same is not furnished.
- d. Submission of EMD amount in the form of Demand Draft /BG/FDR in favour of Mission Director, National Health Mission, Meghalaya, Shillong. EMD Should be valid for a minimum period of 180 days from date of tender opening.
- e. In the case of a dealer, the bidder should submit a dealership certificate from the company and failing to meet the requirement shall be rejected.
- f. Valid Authorization Letter (Tender specific) mentioning the above Tender no. from the Manufacturer for supply & participation in Tender.
- g. A Valid company/Firm Registration certificate
- h. A Valid Trade License Certificate from KHADC/JHADC/GHADC for Non-Tribal firm
- i. A Valid GST Registration certificate
- j. PAN/TIN Card of the firm or the person in whose name the proprietorship, Firm etc. is registered under.
- k. Affidavit on non-judicial stamp paper attested by public Notary that there is no vigilance / CBI case or arbitration cases pending.
- l. Turnover for the last three years at a minimum of 1crore

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iii. Super Scribed Sealed Cover B for - Financial Bid/Price Bid

Annexure-wise Price bid as per format Annexure-II.
Quality Inspection:

- For every unit supplied by the supplier, the conformance to the Specifications mentioned in the Tender shall be established by the supplier.
- Supplier represents and warrants that it shall fully comply with all written quality assurance requirements or instructions of the Mission Director, National Health Mission, Meghalaya, and as amended from time to time at the sole discretion of the Mission Director, National Health Mission, Meghalaya. Supplier further represents and warrants that the Product supplied by the Supplier strict compliance with all applicable central, state and local laws.
- The supplier shall maintain the highest standard of quality in the Product. Supplier shall follow and abide by all directions, requests, suggestions or instructions by Mission Director, National Health Mission, Meghalaya regarding the quality standards required by Mission Director, National Health Mission, Meghalaya in connection with the manner of Packaging, storage and delivery of the Product. The supplier shall facilitate in-process and/ or Pre-delivery inspection by the Representatives of the purchaser, as and when, the same is required by the Purchaser
- Notification by Supplier - In case of inspection at the Supplier's premises, notice in writing shall be sent by the Supplier, sufficiently in advance, to the Purchaser when the items to be supplied are ready for inspection.
- Rejections - At delivery Mission Director, National Health Mission, Meghalaya, in its sole discretion may reject any Product produced or manufactured by Supplier for any reason, including Non-compliance with standard quality or any other reputed standard, but not limited to defects, or failure to meet approved quality standards, etc.
- If found that the Successful Bidder is incompetent to provide the supply as requested, in such a situation, the proposal may be reviewed for award of the contract to the next qualifying bid or go for a fresh bid depending on the circumstance. No form of compensation shall be payable in any form whatsoever to the forfeited firm. In case it is decided to go for the next qualifying bidder negotiation maybe considered to bring down their price nearer to the originally Evaluated or Lowest bidder in consideration of the materials to be supplied.

Quantity of Delivered Items:

- If the quantity received is less than the P.O quantity, then the physical quantity received will be the quantity certified by the Purchaser.
- If the quantity received is more than the P.O quantity, the excess quantity shall not be paid for by the Purchaser.
- In case of any supply quantity with an upper or lower tolerance of over 5%, NHM, Meghalaya will have the right to accept or reject the material immediately

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Taxes, Duties and Levies:

1. Tenders must clearly mention their GST no. in their offers and invoices.
2. In case there is a decrease in Statutory Taxes / Duties / Levies, the same has to be passed to the Purchaser

Technical evaluation:

- a. Technical evaluation of the items tendered will be done by a Technical Committee constituted by the NHM Meghalaya
- b. Specifications for each of the items will be as detailed in the respective Annexure
- c. Tenders submitted with technical specifications and commercial bid will alone be considered for evaluation.
- d. The commercial bids of suppliers who are successful in Technical Evaluation only would be considered.
- e. In case, if the Technical Committee is not convinced with any of the bidder's samples with respect to Quality parameters, then it is the Committee's decision to scrap the Tender.
- f. The decision of the Committee formed by Purchaser will be final.
- g.
- h. **Quality Standards:**
 - i. The items supplied by the successful bidder shall be of the best quality and shall comply with specifications mentioned in the tender document.

Quantity Division:

- a. Each Delivery Schedule of Requirement incorporate in the tender enquiry document will be ordered from the Lowest Responsive Bidder (L1). However, it is the purchaser's decision to assess the capacity of the L1 bidder to support the requirement. If L1 refuses to supply and in case of L1 bidders' capacity is less than the quantity required, the purchaser has the right to split the order quantity among the other bidders in the order of lowest to highest bidder as per the provisions of transparency in Tenders Act & Rules, provided the next lowest bidder agrees to match the L1 rate.

Suppliers Responsibility:

- a. Under any circumstances, no supplier shall supply the goods, in which recycled materials are used / used- disposables to NHM, Meghalaya. If NHM, Meghalaya finds any such instance, it will lead to cancellation of Purchase Order and subsequent severe punitive (legal and financial) actions by NHM, Meghalaya. However, all the consequential costs are to be borne by the Supplier to NHM, Meghalaya.

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- b. The supplier is responsible for the delivery of the goods in satisfactory condition and without any loss or damage at the destination and until the same is received by the Purchaser at its work or other place of final destination. For this purpose, goods carried by the roadway or other carrier

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shall be deemed to be carried at the risk of the supplier. If on inspection at destination the Purchaser discovers any discrepancy, the Purchaser will be entitled (not-with-standing that the property of goods shall have passed on to the company) to refuse acceptance of the goods altogether and claim damages and/or cancel the contract and buy its requirement in the open market at the risk and cost of the supplier, reserving always to itself, the right of forfeiture of any amount found due and payable or the deposit, if any, placed by the supplier for the due fulfillment of the contract as also to recover any amount, if already paid.

g. **Compliance of the Laws of the Land:**

h. The supplier shall comply with all state and local laws and regulations, shall obtain all necessary licensing for the operation of its business and shall further comply with all quality control standards promulgated by the authority from time to time.

g. **Failure and Termination:**

h. Should the Supplier fail to deliver the items or any consignment thereof, within the period prescribed for such delivery, the Purchaser shall be entitled at his/ her option, to the following:

Delayed Penalty & Liquidity Damage:

- Up to 7 Days from Delivery Due Date 0.75% of the total PO value
- From 8th days to 15 Days 1.00% from the total PO value
- From 16th days to 22nd Days 3.00% of the total PO value
- From 23rd days to 30th days 5.00% of the total PO value
- Above 30 Days 10.00% from the total PO value
- e.

NHM, the Meghalaya Tender Committee shall have the right to immediately terminate this Agreement by giving a written notice to the Supplier if Supplier does any of the following:

Files a petition in bankruptcy or is adjudicated bankruptcy or insolvent, or Supplier discontinues its business

- Breaches any provision of this Agreement, and fails to cure such breach within seven (7) days after it receives a written notice of breach from the NHM, Meghalaya.

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- NHM, the Meghalaya Tender committee has Right to Terminate without giving any Cause. NHM, Meghalaya shall have the right to terminate this Agreement by written notice to Supplier.
- Upon receipt of the notice of termination from the Purchaser, the Supplier shall either immediately or upon the date specified in the notice of termination, cease all further supplies except for such as the Purchaser may specify in the notice of termination. In the event of termination of the Contract the Purchaser shall only pay to the Supplier, the Price for the parts executed by the Supplier as of the date of termination

8. **Addendum & Corrigendum:**

- At any time prior to the date of submission of the Bids, the Tender Inviting Authority may, for any reason whatsoever, whether on his own initiative or in response to a clarification requested by prospective bidders, modify the Tender Documents by an act of amendment thereafter referred to as an Addendum for Addition & Corrigendum for Correction. All prospective bidders who have received the bid documents will be notified of the Addendum / Corrigendum and that will be binding on them. In order to provide reasonable time to take the Amendment into

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account, the Tender Inviting Authority may at its discretion extend the date and time for submissions of Bids. The bidders should check for such amendments or Corrigendum on the NHM website. No separate intimation will be issued to them.

9. Infringements:

9. The supplier agrees to fully cooperate with NHM, Meghalaya in the prosecution of any such suit against a third party and shall execute all papers, testify on all matters, and otherwise cooperate in every way necessary and desirable for the prosecution of any such lawsuit.

10. Guarantee:

The supplier must take the entire responsibility to supply the Quality-oriented products to Mission Director- NHM, Meghalaya. In the case of distributors, the responsibility lies with the distributor to ensure the supply of right quality materials to Mission Director- NHM, Meghalaya.

Governing Law; Dispute Resolution:

This Agreement shall be governed by, and construed in accordance with, the laws of India; without regard to conflict of law principles, and under the jurisdiction of Meghalaya and language shall be English.

11. Dispute Redressal Committee:

11. All disputes can be addressed by amicable settlement by a committee constituted by Mission Director of NHM, Meghalaya.

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12. Arbitration:

- a. In the event of any question, dispute or difference arising under this contract (except to any matters the decision of which is specially provided for by the general or the special conditions.), the same shall be referred to the sole arbitrator or an officer appointed to be the arbitrator by the Mission Director NHM Meghalaya. It will be no objection that the arbitrator is a Government Servant or that he had to deal with the matters to which the contract relates or that in the course of his duties as a government servant he has expressed views on all or any of the matters in dispute or difference. The 'Award' of the arbitrator shall be final and binding on the parties to this contract.
- b. In the event of the Arbitrator dying, neglecting or refusing to act or resign or being unable to act for any reason, or his Award being set aside by the Court for any reason, it shall be lawful for the Mission Director NHM Meghalaya to appoint another arbitrator in place of the outgoing arbitrator in the manner aforesaid.
- c. It is further a term of this contract that no person, other than the person appointed by the Mission Director NHM Meghalaya as aforesaid, should act as arbitrator and that, if for any reason that is not possible, the matter is not to be referred to Arbitration at all.
- d. Upon every and any such reference, the assessment of the costs incidental to the reference and Award, respectively, shall be at the discretion of the arbitrator.
- e. The venue of arbitration shall be the place from which formal Acceptance of Tender is issued or such other place as Mission Director NHM Meghalaya at his discretion may determine.
- e.

13. Payment Terms:

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a). Payment will be made after successful execution of the order in totality or postal delivery, inspection, acceptance and Receipts of the Goods. The bidder should submit the bills/invoices with a copy of delivery Challans and installations duly acknowledged by the Purchaser and order copy with a satisfactory inspection report of the designated Technical Committee after Delivery duly signed and accepted should be submitted at Mission Director, National Health Mission, Meghalaya, Shillong in original. Three copies of each document should be made and one copy handed over to the authority at the delivery site. No delivery Charges will be entertained as the DC should be inclusive of total printing charges

14. **Bidder who quoted the lowest rate will be awarded with the contract.**

15. **If L1 is more than one, the Purchase Order will be issued to all L1 bidders with equal quantities or as per the capacity of the L1.**

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16. **EMD Amount:**

- I. Tenderer needs to deposit the EMD Amount Rs.2,00,000/- (Two Lakhs only) in the Form of DD/FDR/Bank Guarantee in favour of "Mission Director, National Health Mission", payable at Shillong, Meghalaya and a copy of EMD in sealed envelope should be submitted along with pre-qualification documents in the Pre- Qualification Envelope.
- II. The EMD shall be returned back to unsuccessful bidders within a period of eight (8) weeks from the date of execution of the agreement subject to the receipt of a written application addressed to the Mission Director, NHM, Meghalaya. The return of EMD shall not carry any Interest Component.
- III. The E.M.D. / Security Deposit shall be liable to be forfeited in the following circumstances when the,
 - a. Tender is rejected due to failure to furnish the requisite documents in the proper format or giving any misleading statement or submission of false affidavit or fabricated docs.
 - b. Party fails to sign the agreement for entering into contract in case the offer is accepted, due to any reason whatsoever.
 - c. Party fails to supply the goods / items as per the orders / Rate Contract (R.C) placed by NHM, Meghalaya within the delivery period so stipulated.
 - d. Party fails to replace/correct the supplied material /pre-printed stationeries declared to be wrong /different from specification and R.C. holder / successful bidder have to refund the cost of such goods.

17. **Force Majeure:**

If at any time during the validity of the Contract, the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by reasons of War, Hostility, Acts of Public Enemy, Civil Commotion(s), Sabotage, F e(s), Flood(s), Explosion(s), Epidemic, Quarantine Restrictions, Acts of State or Acts of God, hereinafter referred to as eventualities, then the Contract period will get extended for the period of Force Majeure, provided notice of the happenings of any such eventualities is given, supported by a certificate of appropriate authority or Chamber of

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Commerce by either party to the other within 15 days from the date of occurrence thereof. Neither Party shall by reason of such eventualities be entered to terminate this contract nor shall either Party have any claim for damages against the other in respect of such non-performance or delay in Performance. Work under this contract shall resume as soon as practicable after such eventualities have come to an end or ceased to exist. Should one or both parties be Prevented from fulfilling their contractual obligations by state of Force Majeure lasting continuously for a period of at least three months, the Parties shall consult each other regarding further continuation of the Contract.

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Annexure I: List of items with specifications

Sl no	Particulars	Specifications
1	Posters A	Size 15 x 20 Paper – 130 GSM ART PAPER Printing – Multi-colour offset one side
	Posters B	Size 15 x 20 Paper – 170 GSM ART PAPER Printing – Multi-colour offset one side
	Posters C	Size 20 x 30 Paper – 130 GSM ART PAPER Printing – Multi-colour offset one side
	Posters D	Size 20 x 30 Paper – 170 GSM ART PAPER Printing – Multi-colour offset one side
	Posters E	Size 18 x 23 Paper – 170 GSM ART PAPER Printing – Multi-colour offset one side
	Posters F	Size 18 x 23 Paper – 170 GSM ART PAPER Printing – Multi-colour offset one side
	Posters G	Size 18 x 11.5 Paper – 130 GSM ART PAPER Printing – Multi-colour offset one side
	Posters H	Size 18 x 11.5 Paper – 170 GSM ART PAPER Printing – Multi-colour offset one side
	Posters I	Size 15 x 20 Paper – 130 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters J	Size 15 x 20 Paper – 170 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side

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	Posters K	Size 20 X30 Paper – 130 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters L	Size 20 X30 Paper – 170 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters M	Size 18 X 23 Paper – 130 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters N	Size 20 X30 Paper – 170 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters O	Size 18 x 11.5 Paper – 130 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Posters P	Size 18 x 11.5 Paper – 170 GSM ART PAPER Binding Tin Mounting Printing – Multi-colour offset one side
	Manual A	Size A4 Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with Multi-colour cover pasting

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	Manual B	Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with Multi-colour cover pasting
	Manual C	Size A4 Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding Center stitching
	Manual D	Size A4 Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding Center stitching
	Manual E	Size A4 Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with Multi-colour cover pasting
	Manual F	Size A4 Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding Center stitching
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	Manual G	Size A5 half of A4 Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
	Manual H	Size A5 half of A4 Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides

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		Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
	Manual I	Size A5 half of A4 Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
	Manual J	Size A5 half of A4 Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual K	Size A5 half of A4 Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
	Manual L	Size A5 half of A4 Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
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	Manual M	Size 7 x 9.5 inches Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
	Manual N	Size 7 x 9.5 inches Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with multi-colour cover pasting
		Size 7 x 9.5 inches Inner page 80 GSM

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	Manual O	Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual P	Size 7 x 9.5 inches Inner page 130 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual Q	Size 7 x 9.5 inches Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with Multi-colour cover pasting
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	Manual R	Size 7 x 9.5 inches Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual S	Size 5 x 7 inches Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual T	Size 5 x 7 inches Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding center stitching
	Manual U	Size 5 x 7 inches Inner page 80 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides

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Phone: (0364) 2504532 Email: nrhmmegh@gmail.com



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		Binding hot glue with Multi-colour cover pasting
	Manual V	Size 5 x 7 inches Inner page 170 GSM Cover page 300 GSM Inside printing single colour offset both sides Cover printing multi-colour offset both sides Binding hot glue with Multi-colour cover pasting
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Coffee Table book/pictorial book A	Size A4 paper 130 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
	Coffee Table book/pictorial book B	Size A4 paper 170 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
	Coffee Table book/pictorial book C	Size 7.5 X 9 INCHES paper 130 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
	Coffee Table book/pictorial book D	Size 7.5 X 9 INCHES paper 170 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
	Coffee Table book/pictorial book E	Size 9.5 X 14 INCHES paper 130 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper

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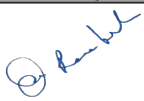
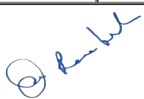
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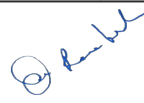
		Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Coffee Table book/pictorial book F	Size 9.5 X 14 INCHES paper 170 GSM art paper Cover page 300 GSM Jacket 170 GSM Glossy art paper Inside printing single colour offset both sides Cover and jacket printing multi-colour offset both sides Binding hard case binding
	Leaflets A	Size a4 Paper – 80 GSM maplitho paper Printing – SINGLE colour offset one side Binding folding
	Leaflets B	Size a4 Paper – 80 GSM maplitho paper Printing – Multi-colour offset one side Binding folding
	Leaflets C	Size a4 Paper – 130 GSM maplitho paper Printing – SINGLE colour offset one side Binding folding
	Leaflets D	Size a4 Paper – 130 GSM maplitho paper Printing – Multi-colour offset one side Binding folding
	Leaflets E	Size 5.5 X 8.5 half of A4 Paper – 80 GSM maplitho paper Printing – single colour offset one side Binding folding
	Leaflets F	Size 5.5 X 8.5 half of A4 Paper – 80 GSM maplitho paper Printing – Multi-colour offset one side Binding folding
 R. Chitturi IAS Additional Secretary H&FW		



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	Leaflets G	Size 7 X 9.5 inches Paper – 80 GSM maplitho paper Printing –single colour offset one side Binding folding
	Leaflets H	Size 7 X 9.5 inches Paper – 80 GSM maplitho paper Printing –Multi-colour offset one side Binding folding
	Leaflets I	Size 7 X 9.5 inches Paper – `130 GSM maplitho paper Printing –single colour offset one side Binding folding
	Leaflets J	Size A3 Paper – `130 GSM maplitho paper Printing –Multi-colour offset one side Binding folding
	Leaflets K	Size A3 Paper – 80 GSM maplitho paper Printing – single colour offset one side Binding folding
	Leaflets L	Size A3 Paper – 80 GSM maplitho paper Printing –Multi-colour offset one side Binding folding
	Leaflets M	Size 10 X 15 “ Paper – 130 GSM maplitho paper Printing – single colour offset one side Binding folding
	Leaflets N	Size 10 X 15 “ Paper – 80 GSM maplitho paper Printing – Multi-colour offset one side Binding folding
	Leaflets O	Size 10 X 15 “ Paper – 130 GSM Art paper Printing – Multi-colour offset one side Binding folding
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Leaflets P	Size 15 X 20 “ Paper – 80 GSM maplitho paper

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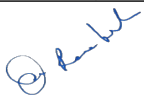
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		Printing – single colour offset one side Binding folding
	Leaflets Q	Size 15 X 20 “ Paper – 80 GSM maplitho paper Printing – Multi-colour offset one side Binding folding
	Leaflets R	Size 15 X 20 “ Paper – 130 GSM art paper Printing – Multi-colour offset one side Binding folding
	Reporting format A	Size A4 Paper – 80 GSM maplitho paper Printing – single colour offset one side
	Reporting format B	Size A3 Paper – 80 GSM maplitho paper/coloured paper Printing – single colour offset one side
	Reporting format C	Size A4 Paper – 80 GSM maplitho paper Printing – Multi-colour offset one side
	Reporting format D	Size A3 Paper – 80 GSM maplitho paper Printing – single colour offset one side
	Newsletter A	Size A4 Cover Printing – Multi-colour offset on both sides Inner page – 130 GSM Art paper Cover page – 300 GSM Glossy art board paper Inside printing – Multi-colour offset on both sides Binding – center stitching
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Newsletter B	Size 7.5 x 9.5” Cover Printing – Multi-colour offset on both sides Inner page – 130 GSM Art paper Cover page – 300 GSM Glossy art board paper Inside printing – Multi-colour offset on both sides Binding – center stitching
	Certificate A	Size A4 Paper 300 GSM ART board paper Printing – Multi-colour on one side
	Certificate B	Size A4 Paper 300 GSM textured paper Printing – Multi-colour on one side



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	Flip Chart A	Size A4 Paper 130 GSM art paper for inside Cover page 300 GSM glossy art board paper Printing – Multi-colour offset on both sides for inside and cover Binding – spiral binding with Multi-colour cover
	Flip Chart b	Size A3 Paper 130 GSM art paper for inside Cover page 300 GSM glossy art board paper Printing – Multi-colour offset on both sides for inside and cover Binding – spiral binding with Multi-colour cover
	Flip Chart C	Size 18 x 24 “ Paper 130 GSM art paper for inside Cover page 300 GSM glossy art board paper Printing – Multi-colour offset on both sides for inside and cover Binding – spiral binding with Multi-colour cover
	Flip Chart D	Size 10 x 15 “ Paper 130 GSM art paper for inside Cover page 300 GSM glossy art board paper Printing – Multi-colour offset on both sides for inside and cover Binding – spiral binding with Multi-colour cover
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Visiting Card A	Paper 300 GSM glossy art board paper Size – standard Multi-colour digital printing
	Visiting Card B	Paper 300 GSM textured paper Size – standard Multi-colour digital printing
	ID Card A	Paper 300 GSM glossy art board paper External lamination Both sides printing Multi-colour
	ID Card B	Paper plastic card Both sides printing
	Wall Calendar A	Size 20 x 30” Paper 170 GSM art paper Printing Multi-colour on one side No of pages – single page Binding – top and bottom mounting
	Wall Calendar B	Size 20 x 30” Paper 170 GSM art paper Printing Multi-colour on one side No of pages – 7 pages including fly leaf

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		Binding – wiro binding
	Wall Calendar C	Size 17 x 24" Paper 170 GSM art paper Printing Multi-colour on one side No of pages – single page Binding – top and bottom mounting
	Wall Calendar D	Size 17 x 24" Paper 170 GSM art paper Printing Multi-colour on one side No of pages – 7 pages including fly leaf Binding – wiro binding
 R. Chitturi IAS Additional Secretary H&FW Mission Director National Health Mission Government of Meghalaya		
	Table Calendar A	Size 7.5 x 10" Paper 300 GSM art paper Printing Multi-colour on both sides No of pages – 26 pages – 13 sheets Binding – wiro binding with thick stand
	Table Calendar B	Size 6 x 10" Paper 300 GSM art paper Printing Multi-colour on both sides No of pages – 26 pages – 13 sheets Binding – wiro binding with thick stand
	Form A	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 56 x 70 cm
	Form B	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 56 x 35 cm
	Form C	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 28 x 35 cm
	Form D	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 28 x 42 cm
	Form E	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 22 x 33 cm (legal)
	Form F	Single colour printing in 160 GSM century board Single colour printing in 300 GSM ivory board Size 22 x 28 cm (A4)

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Form G
Single colour printing in 160 GSM century board
Single colour printing in 300 GSM ivory board
Size 22 x 17 cm (1/2 legal)

Form F
Single colour printing in 160 GSM century board
Single colour printing in 300 GSM ivory board
Size 22 x 15 cm (A5)

R. Chitturi

R. Chitturi IAS

Additional Secretary H&FW

Mission Director National Health Mission

Government of Meghalaya

Flex Ordinary
Per sq feet
Multi-colour printing

Star Flex
Per sq feet
Multi-colour printing

Back Lit
Per sq feet
Multi-colour printing

Vinyl
Per sq feet
Multi-colour printing

SunBoard
5mm thickness
Per sq feet
Multi-colour printing

Acrylic Sheet
Per sq feet
Multi-colour printing

One Way Vision
Per sq feet
Multi-colour printing

Photo paper
A4 size
Legal Size
Multi-colour printing

Canvas
Per sq feet
Multi-colour printing

Transparent Vinyl
Per sq feet
Multi-colour printing

Wall Paper
Per sq meter

Certificate frame A
A4 Size
Wooden frame

Certificate frame B
A3 Size
Wooden Frame

Memento A
Glass made

Memento B
Wooden made

Memento C
Metal

Memento D
Accrylic

Trophy A
Glass made

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Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

	Trophy B	Metal
	Trophy C	Wooden Made
	Trophy D	Accrylic
	Jute Bag	Small/medium/large size
	Canvas Bag	Small/medium/large size
	Cloth Bag	Small/medium/large size
	Back pack/laptop bag	Standard size
	Key Chain A	Metal
	Keychain B	Wooden
	Keychain C	Plastic
	Badge	Plastic
	Badge	Metal
	Ribbon badge	Satin

R. Chitturi

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure II: Technical Bid

SL. NO.	CRITERIA	MAXIMUM SCORE	SUB - CRITERIA	SUB - CRITERIA SCORE BI FURCATION				BIDDER - 4
				BIDDER - 1	BIDDER - 2	BIDDER - 3		
1	Annual average turnover of the Bidder of 5 crores preferably in the Health Domain in the last three financial years i.e. FY 2022- 23, 2023 – 24, 2024 -25. Scoring will depend on the experience.	10	-	-				



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Supporting Documents:

CA Certificate

Experience of similar

(atleast 3) work with

National / State

Governments of

Meghalaya in the last 5

years with value more

than 2 Crores.

2

10

-

-

Supporting Documents:

Work orders/

Agreements/ UAT

Certificates/ Self

Certification signed by

bidders Authorized

Representative

Experience in Printing

and supply work

- 5 Projects or less - 5

marks

- More than 5 Projects -

10 marks

3

10

Supporting Documents:

Work orders/

Agreements/ UAT

Certificates/ Self

Certification signed by

bidders Authorized

Representative

4. TECHNICAL EVALUATION CRITERIA - : CORE TEAM RESOURCES

Maximum score 30

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Additional Secretary H&FW

Mission Director National Health Mission

Government of Meghalaya

Annexure III

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TECHNICAL BID SCORE SHEET

Tender on Printing and Supply under NHM

Meghalaya

Date of opening -

Sl no	Name of Firm	NAME OF FIRM	NAME OF FIRM	NAME OF FIRM	NAME OF FIRM	Remarks
1	Requirements	Y/N	Y/N	Y/N	Y/N	
1	Profile of Agency/Firm/Enterprise					
2	Objectives of Agency/Firm/Enterprise					
3	Outputs and deliverables of Agency/Firm/Enterprise					
4	CVs of Technical Backstopping Team Members who must be full time employees of the Agency/Firm/Enterprise					
5	Description of Agency/Firm/Enterprise relevant experience (capability statement)					
6	Audited financial statements of the last two years					
7	Evidence of providing technical support to Central and State Governments and other Organizations in generating information and awareness activities					
8	A permanent office of the agency should be located in Shillong/Trading License (provide proof)					
9	Full account details – <ul style="list-style-type: none">• Account Name• Account Number• Bank Name and Address• IFSC Code					
10	PAN Card (Photocopy) & GSTIN					
11	Tax Exemption Certificate (if applicable)					
12	GST Registration					
13	Trading License					

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- 14 Declaration by the Bidder
- 15 Annual Turnover 1 Crore
- 16 EMD Rs. 2.5 Lakh
- 16 Court Fee Stamp of Rs. 25
- 17 Tender Document

TECHNICAL BID SCORE SHEET

Total Score out of 170 with
150 being the minimum
score

Approved for Financial Bid
Opening (Y/N)

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure IV: Financial Bid

FINANCIAL BID

Sl No.	Name of item	UOM/packing	Basic rate	SGST in	CGST in	IGST in	Total Amount	Combined rate (INR)
			(including all expenses and charges excluding GST) in figures to be entered by the bidder in (INR) (Rates should be quoted as per unit of Measurement)	percentage @.....in figures to be entered by the bidder in (INR)	percentage @.....in figures to be entered by the bidder in (INR)	percentage @.....in figures to be entered by the bidder in (INR)	with taxes (Total of 4+5+6) or (Total of 4+7)	
1	2	3	4	5	6	7	8	9

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Note:

1. The rate should be inclusive of everything, that is transportation, Loading & Unloading and GST etc. up to destination.
2. Delivery charge to be inclusive of Printing charges
3. The rates quoted against each item on the tender shall be without cutting, tampering, and a transparent tape should be applied on the quoted rates.
4. Rates quoted should be typed and free from Fluid, Cutting and Overwriting. No handwritten quotations will be accepted.
5. The authority will make procurement for all items or for selected items based on requirement and on the availability of budget amount. The decision of the authority in this matter is final.
6. The bidder with the lowest bid rate will be awarded the contract.
7. Payment will be made on completion of the work and subject to fund availability.

Name & Signature of Authorized person of the Tenderer with designation & Office seal.

Name of the Firm.....

Date:

Place:

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure V

FINAL SCORE

SL. NO.	CATEGORY	Weightage	COMPANY - 1	COMPANY - 2	COMPANY - 3	COMPANY - 4
1	Technical Score	80% (T%)				
2	Financial Proposal Score	20% (P%)				
	FINAL SCORE					

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

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NATIONAL HEALTH MISSION

Government of Meghalaya

Annexure VI

Letter of Undertaking

o

The Mission Director
National Health Mission
Meghalaya, Shillong.

Tender No.
Tender Date.
For:

•

1. I, Shri _____ on behalf of _____ having its registered office at _____ and its branch office at _____ do hereby declare to comply with all the Terms and Conditions as specified in the NIT and that the rates quoted by me/us are valid and binding on me/us for acceptance for a period of one year from the date of award of contract to us.
2. We agreed to the conditions of the tender under which the earnest money deposit shall be forfeited by us.
3. The tender inviting authority has the right to accept or reject any or all of the tenders without assigning any reason thereof.
4. We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
5. I hereby furnished the following details as specified by the NIT:

Firm Name

Proprietorship/Entrepreneurship/Holding company, Partnership firm

Name of proprietor/Director/CEO/Others

Firm Details

Address

telephone Number

Fax Number

Mobile Number

Email ID

Bank Name

Address

Bank Details

Account No.

IFSC Code

NEFT Code

6. We hereby declare that as per attached affidavit, there is no vigilance/CBI or court cases pending/Contemplated against us at the moment.
7. All information provided is true and accurate. If at any time it is found that any information provided is proven false, I agree to the Cancellation/Termination of the tender/Agreement leading up to blacklisting of the said firm under the Government of Meghalaya for a period of three years.

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Government of Meghalaya

Signature
Name and address of the Bidder

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure VII:

BID SECURITY FORM

Whereas (herein after called “the Bidder”) has submitted its bid Dated:
..... for the supply of vide Tender No Dated:
..... Know ALL MEN by those presents that WE Having our office at
..... (hereinafter called “the bidder”) are bound unto Mission Director, National
Health Mission, Meghalaya (thereinafter called “the Purchaser”) the sum of Rs.....vide DD
no.....

For which payment will and truly to be made of the said Purchaser, the Bidder binds itself, its
successors and assigns by these present.

The CONDITIONS of the obligation are:

1. If the Bidder withdraws his bid during the period of the bid validity specified by the Bidder
on the Bid form OR
2. If, the Bidder, having been notified of the acceptance of his bid by the Purchaser during
the period of the bid validity
 - a. Fails or refuse to execute the Contract, if required; or
 - b. Fails or refuses to furnish the Performance Security, in accordance with the instruction to
Bidders.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written
demand, without the purchaser having to substantiate its demand, provided that in its demand,
the purchaser will note that the amount claimed by it is due to it owing to the occurrence of
one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force as to the bidder of the Bid Document up to and including
(90) days from the date of opening of the Tender and any demand in respect thereof should
reach the Bidder not later than date to be specified.

Signature of the Bidder

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Name:
Signed in capacity of
Full address of the office
Tel No. of office

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure VIII:

Performance Security Bond Form

..... (Insert: Bank name and address of issuing Branch or Office)

Beneficiary: (Insert: Name and address of the Purchaser or Mission Director, National Health Mission, Meghalaya), here in after called the Mission Director, National Health Mission, Meghalaya

Date:
Performance Guarantee No.

We have been informed that (Insert: Name of supplier) has entered into Contract No. (Insert: reference no of the contract) Dated..... with you for supply of (insert: Description of Goods) Furthermore, we understand that, according to the conditions of the contract, a performance guarantee is required.

At the request of the supplier, we (Insert: name of bank) hereby irrevocably undertake to pay you a sum or sums not exceeding in total amount of (Insert: amount in figures) (....) (insert: amount in words) upon receipt by us of your first demand in writing accompanied by a written statement stating that the supplier is in breach of its obligation(s) under the contract, without you needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire no later than the Day of, 2..... **and any demand for payment under it must be received by us at this office on or before that date.

**The guarantor agrees to extension of this guarantee for a further period in response to the purchaser's written request for such extension, such request to be presented to the guarantor before the expiry of the guarantee.

Date:
For.....

(Indicating name of the Bank)

note: This guarantee should be issued on non-judicial stamped paper, Stamped in accordance with the stamp act.

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

Annexure IX:

Office of Mission Director, National Health Mission

Directorate of Health Services, Health Complex, Upper New Colony, Laitumkhrah, Shillong - 793003

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ANNUAL TURNOVER STATEMENT OF THE BIDDER

Name of the Firm:

Address:

Annual Turnover for the last three years (in Rupees)

Financial Year	Turnover (Rs. In Lakh)	Supporting document authenticated by Chartered Accountant
2022-2023		Attached/Not Attached
2023-2024		Attached/Not Attached
2024-2025		Attached/Not Attached

Seal & Signature of Chartered Accountant/Auditor

•

R. Chitturi IAS
Additional Secretary H&FW
Mission Director National Health Mission
Government of Meghalaya

NB: The statement should be issued CA certified and on CA's letter head.

The document is digitally approved. Hence signature is not needed.

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