



Office of the District Programme Manager
District health and Family welfare Society
Aarogyakeralam, W&C Compound,
Thycaud, Trivandrum-14
0471- 2321288

TENDER DOCUMENT

FOR

Designing and Printing of ID card for NHM Staff and ASHA Workers

<i>Bid Submission starting Date & Time</i>	:	3.7.2023	10.00 AM
<i>Last date and time for the submission of Tender</i>	:	18.7.2023	2.00 PM
<i>Date and time of opening of Tender</i>	:	18.7.2023	4.00 PM

NOT TRANSFERABLE

For details;

nhmtvm.com

www.aarogyakeralam.gov.in

Approval Valid

Digitally Approved By

Dr Asha Vijayan

Date: 04.07.2023

Reason: Approved

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



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Tender No. DPMSU-TVPM/1715/2022/DPMSU

Dated: 1.7.2023

TENDER DOCUMENT

Technical Bid/Financial Bid to be sent separately

- Sealed tenders are invited by the District Programme Manager, Arogyakeralam, Trivandrum for Designing and printing of ID cards, as in Annexure attached.
- The tender form and documental along with terms and conditions, can be downloaded from website <http://nhmtvm.com> and <https://arogyakeralam.gov.in/> on payment of Rs. 800/- by Demand Draft in favour of DHFWS (Others), Trivandrum.
- Sealed tender should be super scribed 'Designing and printing of ID cards and should be addressed to *District Programme Manager, Office of District Programme Manager, Arogyakeralam. W & C Hospital Compound, Trivandrum, 695014*
- Separate covers has to be submitted for Technical bid (Annexure 1 and Annexure 2) and Financial Bid (Annexure 3).
- The closing date will be up to 18.7.2023 at 2 PM. Late tenders (i.e. tenders received after specified closing time) will not be considered.
- EMD of Rs.4000/- and Tender Fee of Rs.800/- should be submitted by Demand Draft in favour of DHFWS (Others), Trivandrum along with bid documents and tender without EMD will be summarily rejected.
- Those firms having Rate Contract Agreement with Government should submit relevant copies of Government orders along with the tender form itself.
- The bidders having any exemption of Tender form fee and EMD may submit proper documents for exemption.
- The right to accept or reject and postpone the Tenders vests with the District Programme Manager, National Health Mission, Trivandrum.

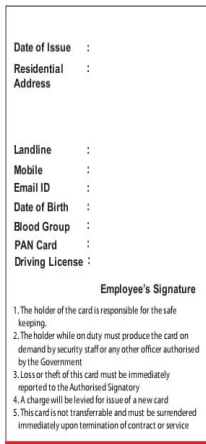
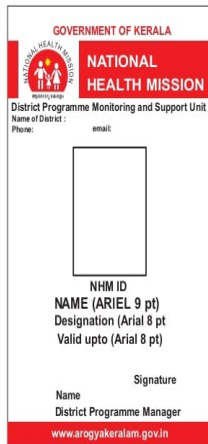


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DETAILS OF ITEMS TENDERED

SI NO	Item	Required Quantity	Specifications
1	STAFF ID CARD	1400	Tag-16mm Tag Colour- Red ID Card- multicolor, PVC Card with Crystal card holder
2	ASHA ID card	2556	Tag-12mm Tag Colour- Red ID Card- multicolor, PVC Card with plastic card holder (Only DHS, NHM & ASHA logo is allowed to be used in the ID Card & Tag)

Staff ID card Format





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ASHA ID Card Format



Other Terms and Conditions

- a. The aforesaid quantity may be enhanced, if needed, based on user requirements.
- b. The name of the bidder with contact address and phone number shall also be written on the cover.
- c. The sealed cover, shall be submitted in favour of “The District Programme Manager, National Health Mission, Trivandrum”
- d. The last date and time of submission of tender shall be **18.7.2023** at 2.00 pm. The tenders shall be sent by registered post or by courier or dropped in the Tapal section of NHM, Trivandrum. The tenders shall be opened at 4 PM on the same day in the presence of the suppliers or their representatives, who choose to be present, at that time.
- e. All the bidders should produce samples of all above mentioned products and it



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ആരോഗ്യമിഷൻ should be evaluated by technical committee of NHM, Trivandrum. The qualified bidder shall be selected after the evaluation of samples. If any bidder shall not produce the samples or not willing to produce the samples, the bid will be rejected. If sample submitted by the L1 bidder is not good, the L2 or next bidder may be considered.

- f. The rates should be quoted in figures as well as in words and should be inclusive of all charges, surcharges, taxes, duties etc. whatsoever.
- g. The quoted items should be delivered within 15 days at the locations, from the date of issue of the Purchase Order. In case if the user institutions have any clarification, the bidder shall either clarify through telephone or shall send its representative to the user institution.
- h. Payment of the supplied items will be released within 15 days from the date of submission of details of stock entry, Material receipt certificate and invoices to the DPMSU after successful supply of the ordered items.
- i. If the item supplied to user institution is reported to be faulty or defective, then the bidder shall replace the same at free of cost.
- j. The tender must remain valid for minimum 180 days (6 months) from the date of opening of tender.

Documents to be attached along with technical bid

- Company Profile and Experience details.
- Company registration details
- GST Number
- PAN Number
- MSME/details if present
- Supporting documents if Form fee/EMD exemption is applicable



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ANNEXURE 1(TECHNICAL BID)

OFFICE OF DISTRICT PROGRAMME MANAGER, NHM, TVM

GENERAL INFORMATION ABOUT THE TENDERER

1	Name of the Tenderer			
	Registered address of the firm			
	State		District	
	Telephone No.		Fax	
	Email		Website	
Contact Person Details				
2	Name		Designation	
	Telephone No.		Mobile No.	
Communication Address				
3	Address			
	State		District	
	Telephone No.		Fax	
	Email		Website	
Type of the Firm (Please ✓ relevant box)				
4	Private Ltd.		Public Ltd.	
	Partnership		Society	
	Registration No. & Date of Registration.			
Nature of Business(Please ✓ relevant box)				
5	Original Equipment Manufacturer		Authorized Dealer /Representative	
	Direct Importer		Others, specify.	
Key personnel Details (Chairman, CEO, Directors, Managing Partners etc.)				
6	in case of Directors, DIN Nos. are required			
	Name		Designation	
	Name		Designation	
Bank Details				
7	Bank Account No.		IFSC Code	
	Bank Name & Address		Branch Name	



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ആദേശം	Tel No		Email ID	
8	Whether any criminal case was registered against the company or any of its promoters in the past?			Yes / No
9	Other relevant Information provided * (here enclose the details such as presentation on the details of the tenderer in a CD preferably, please avoid submission of detailed leaflets/brochures etc, if possible.)			
Date:		Office Seal		Signature of the tenderer / Authorised signatory



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ANNEXURE 2(TECHNICAL BID)

OFFICE OF DISTRICT PROGRAMME MANAGER, NHM, THIRUVANANTHAPURAM

OFFER FORM

Having examined and accepting the conditions of the tender document no we here by submit this offer for the Designing and Printing of ID Cards confirming the detailed technical specification mentioned in the tender document. The details of printing of ID cards offered are as follows.

Sl. No.	Item	Quantity	Name of Manufacturer /Supplier	Availability Yes/No
1				
2				
3				



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ANNEXURE 3 (FINANCIAL BID)

OFFICE OF DISTRICT PROGRAMME MANAGER, NHM, THIRUVANANTHAPURAM

PRICE BID FORM

To,
The District Programme Manager
Office of District Programme Manager,
W&C hospital compound, Thiruvananthapuram

Having examined and read the tender document for the Designing and Printing of -----, we here offer our best price for the items mentioned herein as follows.

I. BEST PRICE OFFERED

Sl. No.	Item	Unit Price(A)	GST (B)	Total Unit Cost (A+B)	Tendered Quantity	Total Price Including GST. E=(C*D)