



CHANDIGARH STATE AIDS CONTROL SOCIETY

INTERNATIONAL HOSTEL, MADHYA MARG (NEAR PGIMER),

SECTOR 15, CHANDIGARH

PHONE NO. 2544563, 2783300, Email :- Chandigarhsacs@gmail.com,

INVITATION OF QUOTATION FOR PRINTING OF FORMATS AND REGISTERS FOR BSD DIVISION

To

No. CSACS/BSD/2022/
Dated Chandigarh, the

3742-54
03.11.2022

Dear Sir/Madam,

Subject: - Invitation of quotations for printing of Formats and Registers for ICTC/STI Centres.

Chandigarh SACS intends to print formats and registers for its peripheral units (ICTC/STI centres). You are invited to submit your most competitive quotation for the following jobs.

| Sr.No. | Name of formats/registers | Quantity | Specifications |
|--------|---|----------|---|
| | Formats | | |
| 1 | Laboratory Report at HCTS confirmatory facilities (SA ICTC) with logo | 15000 | Forms should be in a bundle consisting of 500 pages and rate should be quoted per page. Page should be A4 size white paper 80 GSM |
| 2 | Laboratory Report at HCTS confirmatory facilities (SA ICTC) without logo | 110000 | |
| 3 | Indent Form for SA-ICTC/F-ICTC/PPP-ICTC | 8000 | |
| 4 | STI/RTI patient wise card | 10500 | |
| | Registers | | |
| 1 | Counselling register for General Individual at HCTS Confirmatory Facilities (SA-ICTC) | 50 | Each register consists of 400 pages (200 leafs), A 3 green page with 80 GSM with hard binding. |
| 2 | Counselling register for Pregnant Women at HCTS Confirmatory Facilities (SA-ICTC) | 3 | |
| 3 | HIV-TB Line List at HCTS Confirmatory Facilities (SA-ICTC) | 3 | |
| 4 | HIV-TB Register at HCTS Confirmatory Facilities (SA-ICTC) | 5 | |
| 5 | Laboratory Register at HCTS Confirmatory Facilities (SA-ICTC) | 47 | |
| 6 | Stock register at HCTS Confirmatory Facilities (SA-ICTC) | 12 | |
| 7 | Doctor Master Register | 17 | |
| 8 | Patient counselor diary | 17 | |
| 9 | STI kits stock registers | 8 | |

02. BID PRICE

- a) The contract shall be for the full quantity as described above as per lowest quoted rate. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.

- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The price shall be quoted in Indian Rupees only.

03. Each bidder shall submit only one quotation.

04. VALIDITY OF QUOTATION

Quotation shall remain valid for a period of not less than 90 days after the deadline date specified for submission.

05. EVALUATION OF QUOTATION

The CSACS shall evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) Are properly signed and
- b) Confirm to the terms and conditions and specifications.
- c) The quotations would be evaluated for all the items separately.
- d) GST/TIN number should be mentioned on letter head.

06. AWARD OF CONTRACT

- a) The CSACS will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- b) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
- c) The bidder whose bid is accepted will be notified of the award of the contract by the CSACS prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

07. Delivery Period:- the printer shall submit the hard copy of the text for proof reading within 15 days from the issue of confirmed work order. Printing should be strictly as per the final proof reading. After the finalization of the proof reading by the officers(within one week from the date of providing proof from vendor) deputed by this office, the entire printing of work shall be executed within 15 days from the date of handing over proof of printed material.

08. In case of delay of supply:- Liquidated damages will be charged @ 0.5% per week subject to maximum deduction of 10% of contract price.

09. Payment shall be made after having the complete satisfactory supply and supply should be as per specifications.

10. TDS/GST will be deducted as per Income Tax Rules, the vendor shall submit copy of PAN card & GST number for this purpose.

11. You are requested to provide your offer latest by 2:00 P.M on 18/11/2022. Preferably by Registered Post super scribing "QUOTATIONS FOR Printing of Formats and Registers for ICTC/STI Centres due on 18/11/2022" on the envelop. Envelopes should be labeled. **Unlabelled envelopes are straight way rejected.**

12. If provided personally, suppliers are requested to drop quotation in quotation box lying at the reception.

13. Quantity can be increased or decreased as per requirement.

14. Quotation received after the due date and with condition shall not be accepted.

15. We look forward to receiving your quotations and thank you for your interest in this Project.


Project Director
Chandigarh SACS
UT, Chandigarh

Format for quotation

| Sr.No | Particular | Specifications | No. of registers/ formats | Total register/ formats | Rate Per register /format | Rate of GST (if applicable) | Total cost |
|-----------|---|---|---------------------------|-------------------------|---------------------------|-----------------------------|------------|
| 1 | Formats | | | | | | |
| i. | Laboratory Report at HCTS confirmatory facilities (SA ICTC) with logo | Forms should be in a bundle consisting of 500 pages and rate should be quoted per page. Page should be A4 size white paper 80 GSM | 15000 | 143500 | | | |
| ii. | Laboratory Report at HCTS confirmatory facilities (SA ICTC) without logo | | 110000 | | | | |
| iii. | Indent Form for SA-ICTC/F-ICTC/PPP-ICTC | | 8000 | | | | |
| iv. | STI/RTI patient wise card | | 10500 | | | | |
| v. | Registers | | | | | | |
| vi. | Counselling register for General Individual at HCTS Confirmatory Facilities (SA-ICTC) | Each register consists of 400 pages (200 leafs), A 3 green page with 80 GSM with hard binding. | 50 | 162 | | | |
| vii. | Counselling register for Pregnant Women at HCTS Confirmatory Facilities (SA-ICTC) | | 3 | | | | |
| viii. | HIV-TB Line List at HCTS Confirmatory Facilities (SA-ICTC) | | 3 | | | | |
| ix. | HIV-TB Register at HCTS Confirmatory Facilities (SA-ICTC) | | 5 | | | | |
| x. | Laboratory Register at HCTS Confirmatory Facilities (SA-ICTC) | | 47 | | | | |
| xi. | Stock register at HCTS Confirmatory Facilities (SA-ICTC) | | 12 | | | | |
| xii. | Doctor Master Register | | 17 | | | | |
| xiii. | Patient counselor diary | | 17 | | | | |
| xiv. | STI kits stock registers | | 8 | | | | |