

Govt. of West Bengal  
Office of the Superintendent, Vidyasagar S. G. Hospital  
Behala, Kolkata – 700034.

Memo No. VHB/ 992

Date: 21.06.18


**Expression of Interest (EMPANELMENT)**

Sealed applications for Expression of Interest are invited by Superintendent, Vidyasagar S.G. Hospital on behalf of Govt. of West Bengal, from the bonafide agencies for the supply and installation of SIGNAGE, Glow Sign Board, IEC materials (specifications enclosed IN Annexure B) for Vidyasagar S.G. Hospital.

Forms along with terms and conditions and schedule documents will be available in the website www.spghealth.gov.in on and from to 23.06.2018 and the same (duly filled up) will be received either through speed post or in drop box within 04.07.2018 upto 12.30 p.m. and the same (technical bids) will be opened at 1 p.m. on the same day (04.07.2018). Applications in due format will be received from bidders addressing the “**Superintendent, Vidyasagar S.G. Hospital, South 24 Parganas**”.

The amount of security deposit of 10% of the total value of purchase to be deposited by the successful bidder through demand draft in the name of “**Vidyasagar State General Hospital, Rogi Kalyan Samiti**” to the undersigned good office or this will be deducted from the bill at the time of payment and will be kept with the office of the undersigned till the maturation of the next tender. The rate of the tender will be final for the same product for one year or till the finalization of next EOI (Empanelment) from the date of finalization of the rate by the Tender Selection Committee. The decision of the tender selection committee is final for acceptance or rejection of any tender without assigning any reason.

The technical and financial bid should be submitted separately.

  
21.6.18  
Superintendent  
Vidyasagar S G Hospital  
South 24 Parganas

**Memo No: VBH/**

**Date:**

Copy forwarded for information to:

1. The C.M.O.H., South 24 Parganas for website publication
2. To the S D O , Alipore Sadar
3. The Chairman, Municipality, Borough XIV
4. Notice Board , Vidyasagar S.G. Hospital
5. Office Copy

Superintendent  
Vidyasagar S. G. Hospital  
South 24 Parganas

Govt. of West Bengal  
Office of the Superintendent, Vidyasagar S. G. Hospital  
Behala, Kolkata – 700034.

Terms and conditions for procurement of Signage, Glow Sign Board, IEC (Material) for Vidyasagar S. G. Hospital vide Memo No.VHB / 992 Dated. 21.06.18

In case of necessity, the date of opening may be deferred, in that case notification will be displayed in the Notice Board in the Office of the undersigned in due time.

1. Name, Address and NIT No and purpose must be clearly mentioned on the sealed envelope.
2. EOI has to be submitted in sealed envelope at their own cost to the office of the undersigned within stipulated time through speed post only or in drop box and will be opened by the purchase committee in presence of the bidder or his representative.
3. The claimed rate should cover transport and delivery charges and fittings and fixtures including labour charges for such. The rate Submitted by the bidder must indicate whether the price quoted is inclusive of GST. Quoted rates should be clearly mentioned in both figures and words.
4. Cooperative society should furnish along with their tender current certificate from ARCS of concerned district regarding performance.
5. All sheets should be numbered properly and number of sheets in each cover should be cited in covering tally.
6. License (for carrying out such trade), is to be furnished with the tender documents alongwith photocopy of PAN card, GST Registration Certificates, credential certificates( if any).
7. Purchase Orders in required quantity will be given time to time to the selected bidder according to empanelment.
8. Technical bid and financial bid should be submitted in two separate envelopes mentioning the respective bids on the sealed envelopes.
9. Financial Bid of Technically fit Bidder will be opened only.
10. The rate of the tender will be valid upto one year from the date of finalization of the rate of the product or till the finalization of next tender/ EOI (EMPANELMENT) for such. The successful bidder will be bound to supply the items upto such validity period. Any willful delay on the part of the supplier in supplying articles within stipulated period will be liable to pay liquidated damages.
11. In case of deviation from any of the above terms and conditions, contract will be liable to be terminated by the appropriate authority.
12. The amount of security deposit of 5% of the total value of purchase to be deposited by the successful bidder through demand draft in the name of “**Vidyasagar State General Hospital, Rogi Kalyan Samity**” to the undersigned good office or this will be deducted from the bill at the time of payment and will be kept with the office of the undersigned till the maturation of the next EOI/tender.
13. The selection Committee reserves the right to accept/ cancel any tender without assigning any reason thereof.
14. All terms and conditions as mentioned above will have to be accepted by the bidder
15. Please refer to website for further corrigendum (if any) during the period of processing.

  
21.6.18

Superintendent  
Vidyasagar S. G. Hospital  
Behala, Kolkata – 34.



21.6.18  
Superintendent  
Vidyasagar S.G. Hospital  
Behala, Kolkata - 34

**Annexure A: Application Form :-**

**Application form for EOI (EMPANELMENT) for supplying of Signage, Glow Signage Board, IEC Materials for Vidyasagar S. G. Hospital VIDE NIT NO. VHB/ Dated.**

To  
The  
Superintendent  
Vidyasagar S.G. Hospital  
Behala, Kolkata-34

Respected Sir,

**Reference: Your advertisement no \_\_\_\_\_ dated \_\_\_\_\_ in the \_\_\_\_\_ inviting EOI (EMPANELMENT) for from Hospitals.**

With reference to the above, I/We wish to offer our application and bid for supplying of Signage, Glow Sign Board, IEC for Vidyasagar S. G. Hospital. I/We have read all bid documents carefully and hereby declares that I/ we have the due expertise and financial capability to successfully undertake the contract if awarded.

The bids are made in two parts- Technical and Financial and are separately enclosed.

I/We agree to all the terms and conditions of the tender.

I am also aware that if I indulge in any unfair practice or submit any fraudulent documents, my present bid will be cancelled and I will be debarred from participation in any future tenders for five years.

List of the enclosed Documents Submitted for Technical bid:

- 1.
- 2.
3. and etc.

Thanking you.

Yours sincerely,

Thanking you  
Yours truly

(SIGNATURE OF THE BIDDER WITH STAMP)

## Annexure B. Financial Bid Format

10  
The  
Superintendent  
Vidyasagar S.G. Hospital

(M)  
21.6.18  
Superintendent  
Vidyasagar S.G. Hospital  
Kolkata - 34

I.E.C. (all rates should include fitting & installation charges)

Sl No.	Name of job/Articles, Specification of paper/size, item specified	Rate per sq.ft/ per piece (write in words also)
1.	Flex Banner 260 GSM media/ Multicolour Single side print/ Metal-llet in four corners/having design unit firm to be given the rate	
2.	Vinyl on Sun Board Multi colour Eco-solvent print on vinyl to be pasted on sun board fitting & fixing in any health institution of South 24 Parganas	
3.	Flex board on wooden frame (2" width) Multi colour print on flex to be fitted on frame/fitting & fixing in any health institution of South 24 Parganas	
4.	Flex board on metal hollow frame (0.75" sq.bar) on 260 GSM Flex Media Multi colour print on flex to be fitted on frame/fitting & fixing in any health institution of South 24 Parganas.	
5.	Glossy sticker with gum for pasting on wall	
6.	Cast signage for display printed through latex and glossy lamination fixed on sun board	
7.	Vinyl with pasting	
8.	Bed No. and Room No. Board on Vinyl Board	
9.	Directional signage of acrolith board and iron structure (one pole with six signage)	
10.	Vinyl board of 1 sq.ft. fitted with hanging rod.	
11.	Vinyl board of 1.5 sq.ft fitted fixed in hanging rod.	
12.	Glow sign board with fittings	
13.	Digital Printing on Flex with frame binding	
14.	Spiral Binding of papers	
15.	Book Binding with black & white page printing in A4 page	
16.	Book Binding with Colour printing of books in 100 Gsm (Rate per page)	
17.	Steel frame with steel stand fitted from the ground and pasting of IEC material on the steel frame.	
18.	Iron Hoarding structure fixed from the ground	
19.	A.C.P. Board with steel mounting kit from wall	
20.	A.C.P. Board with steel mounting kit from wall	
21.	A.C.P Board with Glass top fittings	

(SIGNATURE OF THE BIDDER WITH STAMP)