Department of Health & Family Welfare
KARNATAKA STATE AIDS PREVENTION SOCIETY
2nd Floor, Sir C V Raman General Hospital, 80ft Road, Indiranagar, Bangalore-560038.

No. KSAPS/PRC/08/2018-19

Dated: July 2019

INVITATION FOR QUOTATIONS

Sub: Printing & Supply of registers and forms for viral load labs and attached ART centers-reg.

Sealed quotations are invited from registered firms for printing & supply of registers and forms for viral load labs and attached ART centers. The details of Technical Specification & other details are available at web site www.ksaps.gov.in.

Interested firm may submit quotation to the Project Director, Karnataka State AIDS Prevention Society, Bangalore. Last date for submission of Sealed quotations to this office on or before 26/7/2019 at 5.00 pm.

Project Director
Karnataka State AIDS Prevention Society.
INVITATION FOR QUOTATION FOR PRINTING & SUPPLY OF REGISTERS & FORMS FOR VIRAL LOAD LABS AND ATTACHED TO ART CENTERS

No. KSAPS/PRC/8/2019-20

Sub: Invitation for quotation for printing and supply of registers and forms for viral load labs and attached to ART centers. – reg.

1. Bidders are invited to submit their most competitive tender for printing and supply of registers and forms for viral load labs and attached to ART centers as per given specification.

2. Karnataka State AIDS Prevention Society has received funds from National AIDS Control Organization toward AIDS Control Programme and intends to apply a part of the proceeds of this grant to eligible payments under the contract for which this invitation for tenders is issued.

3. BID PRICE

   a) The contract shall be for the full quantity as described above. 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 prices shall be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation in the format enclosed super scribed
   "Quotation for printing and supply of registers and forms for viral load labs and attached to ART centers"

5. VALIDITY OF TENDERS

   Tender shall remain valid for a period of not less than 60 days after the deadline date specified for submission.

6. EVALUATION OF TENDERS

   The purchaser shall evaluate the tenders and determine the substantially responsive bids. During evaluation following will be examined.

   i) All the documents are properly signed; and

   ii) Confirm to the terms and conditions and specification
7. a) The financial bid shall be submitted inclusive of all taxes and transportation cost. If the bidder has not included the tax in his tender for the item rate, the quoted rate will be treated as though it is inclusive of tax and no extra payment for tax will be made.

b) The bidder quoting least price for all the items together package wise shall be considered as L1 bidder. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of an item would be treated as non-responsive. Purchaser will award the contract to the responsive bidder, whose rates are found to be lowest.

8. AWARD OF CONTRACT

The purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

8.1 Notwithstanding the above, the purchaser reserves the right to accept or reject any tender and to cancel the bidding process and reject all Tenders at any time prior to the award of the contract without assigning reasons.

8.2 The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to the expiration of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8.3. The bidder whose tender is found to be lowest evaluated tender has to give acceptance of contract with the purchaser for supply of the goods during the period of contract.

9. The supplied items should be of standard quality. If any of the items supplied is found to be sub-standard quality and defective, the successful bidder has to replace such of defective/substandard items immediately. Before dispatch of goods to consignees the same will be inspected by the concerned programme officer of this office.

10. The registers and forms should be supplied to the consignees within stipulated period.

11. If the goods are not delivered within the stipulated date, penalty will be imposed on the delayed supply as follows:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>% of penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Supply made within 30 days from the date of contract</td>
<td>Nil</td>
</tr>
<tr>
<td>2</td>
<td>Supply made after 30th day but before 40th day from the date of contract</td>
<td>5%</td>
</tr>
<tr>
<td>3</td>
<td>Supply made after 40th day but before 50th day from the date of contract</td>
<td>Additional 5%</td>
</tr>
</tbody>
</table>

If the supplier fails to supply even after the 50th day, contract will be cancelled at his own risk & cost and performance security will be forfeited.
12. The successful bidder within a week from the date of receipt of the work order has to furnish Bank Guarantee equal to 5% of the contract value issued by any Nationalized Bank which will be valid at least for a minimum period of six months.

13. Payment shall be made only after the goods are delivered in accordance with the technical specification and obtaining necessary certificate from all the consignees & Batch wise certificate of evaluation report.

14. Along with the tender the bidders should submit self attested copy of the following:
   Technical Qualification Criteria:
   i) GST Registration Certificate
   ii) Individual or Company Registration copy.

If the documents and bid security are not enclosed along with the tender, such of the tenders will be considered as non-responsive tenders.

15. You are requested to provide your sealed quotation latest by 5.00pm on 26/7/2019.

16. We look forward to receiving your tenders and thank you for your interest in this project.

(Purchaser)

Name: ..........................
Address: ..........................
Tel No: ..........................
Fax No: ..........................

Project Director
Karnataka State AIDS Prevention Society
Bengaluru
## Quotation Format

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of goods</th>
<th>Specification</th>
<th>Numbers</th>
<th>Quoted unit rate* in Rs.(figure)</th>
<th>Quoted Unit Rate in Rs.(words)</th>
<th>Total amount in figure</th>
<th>Total amount in words</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7=4x6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Package-1**

1. **ART Centre VL Register**
   - 80 gsm Ledger Paper (Light Green), Size 29 X 21 cm, Both side single colour offset printing, No. of Pages 200+4 Pages, Hard wood binding, 4mm (Bottle green colour). (As per Sample).
   - 64 Registers

2. **VL Lab Register**
   - 80 gsm Ledger Paper (Light Green), Size 29 X 21 cm, Both side single colour offset printing, No. of Pages 200+4 Pages, Hard wood binding, 4mm (Bottle green colour). (As per Sample).
   - 14 Registers

3. **Monthly Reporting format at VL center**
   - 80 gsm Ledger Paper (Light Green), Size 29 X 21 cm, Both side single colour offset printing, No. of Pages 200+4 Pages, Hard wood binding, 4mm (Bottle green colour). (As per Sample).
   - 14 Registers

4. **Stock Register of Reagents**
   - 80 gsm Ledger Paper (Light Green), Size 29 X 21 cm, Both side single colour offset printing, No. of Pages 200+4 Pages, Hard wood binding, 4mm (Bottle green colour). (As per Sample).
   - 14 Registers

5. **Stock Register of Consumables**
   - 80 gsm Ledger Paper (Light Green), Size 29 X 21 cm, Both side single colour offset printing, No. of Pages 200+4 Pages, Hard wood binding, 4mm (Bottle green colour). (As per Sample).
   - 14 Registers

**Package-2**

1. **Test Requisitio n Form_Viral Load Testing**
   - 50 Books (100 forms per book)

2. **Monthly Reporting format at ART Centre**
   - 64 Books (200 Sheets per book)

3. **Reporting Format**
   - Size 1/4the demy size using 80gsm Maplitho Paper, No. of Pages 100 Sheets per Pad, Single side printing in single colour.
   - 50 Pads (100 forms per book)

*Unit rate is the rate for one number of the described goods*
In case of discrepancy between the unit rate in figure and word, the unit rate in word will prevail.

In case of discrepancy in the total amount, the unit rate will prevail.

Gross Cost for package-1 (Registers) : Rs. ................................................................. (in words Rupees ............................................)

Gross Cost for package-2 (Forms) : Rs. ................................................................. (in words Rupees ............................................)

We agree to supply the above goods in accordance with the technical specifications for a total contract for
Package-1 (Registers) prices of : Rs. ................................................................. (in words Rupees ............................................) Package-2 (Forms)
prices of : Rs. ................................................................. (in words Rupees ............................................) during the period of
contract specified in the invitation for quotations. This is inclusive of all taxes.

We also conform that the normal commercial warranty/guarantee shall apply.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage
in bribery.

Pre signed for authenticity by:

(1)
(2)
(3)

Signature of Supplier