

No. Z-18011/1/2618-CBHI
Government of India
Directorate General of Health Services
Central Bureau of Health Intelligence

TENDER NOTICE

Subject: Designing and Printing of Annual Publication of CBHI - "National Health Profile - 2018, its Wall Posters and NHP-2018- An Analytical Report"

Sealed Tenders are invited from 'A' & 'B' Class Printers empanelled with Directorate of Printing, Govt. of India for designing and printing of National Health Profile-2018, NHP-2018- An Analytical Report and the Wall Poster of NHP-2018. The Tender Documents/Forms are available on CBHI's Website www.cbhidghs.nic.in from where the same can be downloaded and the filled in form along with EMD may be sent to CBHI Nirman Bhawan, New Delhi. The job is required to be done on priority basis as per the following specification:-

S.No	Item	Required specifications
1	Description:	Printing of the following: 1. National Health Profile 2018 2. National Health Profile 2018 - Wall Poster 3. National Health Profile 2018 – An Analytical Report
2	Size of the publication	1. National Health Profile 2018 : 10.75 inches x 8.25 inches 2. National Health Profile 2018 - Wall Poster: 35.50 inches x 23.25 inches 3. National Health Profile 2018 – An Analytical Report: 6 inches x9 inches
3	Quantity	1. National Health Profile 2018 : 1000 copies 2. National Health Profile 2018 - Wall Poster : 1000 copies 3. National Health Profile 2018 – An Analytical Report: 300 copies
4	Number of Pages:	1. National Health Profile 2018: 300 pages (approximately) including graphs/charts and excluding cover pages. 2. National Health Profile 2018 – An Analytical Report: 100 pages (approximately) including graphs/charts and excluding cover pages The manuscript has to be arranged in the manner (font and colour schemes) as directed by CBHI. Camera-ready copy (CRC) will have to be prepared by the printer.
5	Paper & Colour Scheme	Cover Page : Imported Art card matt of superior quality (milk white) of 300 GSM with laminated/ glossy finishing in four/multi colour printing. Text/data/graphs pages: Imported Art Paper matt of

		<p>superior quality (milky White) of 130 GSM for NHP-2018 and 170 GSM Matt Laminated for An Analytical Report in four/multi colour printing</p> <p>Poster: 200 GSM imported art paper matt with glossy finishing and four/multi colour printing.</p>
6.	Binding	Perfect Binding
7.	Earnest Money Deposit	<ol style="list-style-type: none"> 1. The Earnest money of Rs 25,000/- (Twenty five Thousand only) through a demand draft on any scheduled bank in Delhi/New Delhi drawn in favour of "PAO, Dte.GHS" payable at Delhi must be accompany the quotation letter. 2. Quotation received without earnest money will not be entertained. 3. Earnest money received from the unsuccessful tenders will be refunded without interest immediately after awarding the tender. EMD of the successful bidder will be refunded on receipt of Performance Security.
8.	Performance Security	<ol style="list-style-type: none"> 1. Selected bidder will have to submit performance security equivalent to 5% of the value of the contract furnished in the form of Demand Draft before awarding the contract. 2. Failure to submit performance security will result in termination of award of work and EMD will be forfeited. Further Performance security is valid for 60 days beyond the satisfactory completion of work.
9.	Arbitration Clause	Any dispute arising between the parties hereto shall be referred to sole arbitrator approved by the MoHFW and decision/award of such arbitrator shall be final and binding upon the parties hereto. During the pendency of arbitration proceedings the services as provided by the vendor/bidder shall continue till the matter is resolved otherwise or decided on merits.
10	Penalty for delay & mistakes	As given in Annexure III.
11	Payment	<ol style="list-style-type: none"> 1. The printer should give cost for 1000 copies each of National Health Profile (NHP) – 2018 & its Wall Poster & 250 copies of NHP 2018 - An Analytical Report. 2. The printer has to quote an inclusive rate which should include all through 4+4 cover printing for both publications and wall poster with lay-out, composing, setting, processing, binding, gloss/matte lamination of cover pages packing & forwarding/delivery of all printed books and the poster as per the Consignee List that will be

		provided to the printer.
12	GST & Other Tax Component	To be quoted extra. If GST and other taxes are not quoted separately, the rate shall be deemed to be inclusive of GST and all other taxes
13	Type of Printers	The established 'A' & 'B' class Printers empanelled with Directorate of Printing can only apply.

The bidder is required to submit sealed quotations duly typed. The sealed covers containing quotations should be addressed to **Director, Central Bureau of Health Intelligence, Directorate General of Health Services, Room No. 401, A Wing Nirman Bhawan, New Delhi, 110011 and delivered in her office on or before 3.00 PM on 16th February, 2018.** The unsealed quotations will not be entertained. The quotation and the sample sheets to be submitted in separate sealed covers may be duly super scribed as: -

- i) Quotations for printing **“1000 copies of National Health Profile (NHP) 2018 & Wall Posters of NHP – 2018 and 300 copies of NHP-2018 An Analytical Report”,** marked as **“Quotation for NHP-2018”** on the top of the envelope.
- ii) Sample sheets for printing the **“National Health Profile (NHP) 2018, NHP-2018 An Analytical Report and Wall Poster of NHP – 2018”,** marked as **“Sample sheet for NHP-2018”** on top of the envelope.

14. The bidder must sign with name, date, address, telephone nos. and other necessary details on each page of quotation/tender form and Annexure-II, Annexure-III and Annexure- IV, while submitting them to CBHI. Each such page must be affixed also with the bidder firm's stamp.

15. Quotations will be opened on **16th February, 2018 at 5.00 PM** at the above mentioned address. Bidder or his/her representative (if they so wish) may be present at the time of opening of the quotations.

16. Tenders incomplete in any respect and /or received late will be summarily rejected.

17. The department reserves the right to accept/reject any or all tenders without assigning any reason thereof.

Yours Sincerely,

दीपक गोयल / DEEPAK GOYAL
निदेशक (स्टेट्स) / Director (Stats)
स्वास्थ्य सेवा विभाग, सचिवालय
Directorate General of Health Services
निर्माण भवन, नई दिल्ली
Nirman Bhawan, New Delhi


(Deepak Goyal)

Director (Stats), CBHI
Tele/fax: 91(11)23062695
91(11)23061529

दीपक गोयल / DEEPAK GOYAL
निदेशक (स्टेट्स) / Director (Stats)
स्वास्थ्य सेवा विभाग, सचिवालय
Directorate General of Health Services
निर्माण भवन, नई दिल्ली
Nirman Bhawan, New Delhi

To
As per list attached

TENDER FORM

Subject: Designing and Printing Annual Publication of CBHI - “National Health Profile - 2018, its Wall Posters and NHP-2018- An Analytical Report”

S.No	Item	Required specifications
1	Description:	Printing of the following: <ol style="list-style-type: none"> 1. National Health Profile 2018 2. National Health Profile 2018 - Wall Poster 3. National Health Profile 2018 – An Analytical Report
2	Size of the publication	<ol style="list-style-type: none"> 1. National Health Profile 2018 : 10.75 inches x 8.25 inches 2. National Health Profile 2018 - Wall Poster: 35.50 inches x 23.25 inches 3. National Health Profile 2018 – An Analytical Report: 6 inches x 9 inches
3	Quantity	<ol style="list-style-type: none"> 1. National Health Profile 2018 : 1000 copies 2. National Health Profile 2018 - Wall Poster : 1000 copies 3. National Health Profile 2018 – An Analytical Report: 300 copies
4	Number of Pages:	<ol style="list-style-type: none"> 1. National Health Profile 2018: 300 pages (approximately) including graphs/charts and excluding cover pages. 2. National Health Profile 2018 – An Analytical Report: 100 pages (approximately) including graphs/charts and excluding cover pages <p>The manuscript has to be arranged in the manner (font and colour schemes) as directed by CBHI. Camera-ready copy (CRC) will have to be prepared by the printer.</p>
5	Increase/Reduction text/data pages calculation (on pro-rata basis) for increase/reduction in charges	<p>No additional charges will be paid up to 10% pages beyond 300 text/data pages and no reduction in the charges effected if the no. of pages is less by 10% pages. Beyond the above limits, deduction for reduction in pages or charges for increase in pages will be calculated on pro-rata basis for which the cost per page must be provided.</p>
6	Paper & Colour Scheme	<p>Cover Page : Imported Art card matt of superior quality</p>

		<p>(Milk white) of 300 GSM with laminated/glossy Finishing in four/multi colour printing.</p> <p>Text/data/graphs pages: Imported Art Paper matt of superior quality (milky White) of 130 GSM for NHP-2018 and 170 GSM Matt Laminated for An Analytical Report in four/multi colour</p> <p>Poster: 200 GSM imported art paper matt with glossy finishing and four/multi colour printing.</p>
7	Binding	Perfect Binding
8	Delivery Period	<ol style="list-style-type: none"> 1. The printed copies of publication and poster are to be positively delivered as per the consignee list (Annexure-II) within 30 (Thirty) calendar days (excluding the time taken by CBHI in approval of proof etc.) of the placing of print order for printing of the publication. 2. The printing press will have to provide 3 proofs for each of the publication for identifying error/gaps error checking. 3. No additional payment will be made to the printer for such CD having the printed copy in PDF and Page Maker formats.
9	Earnest Money Deposit	<ol style="list-style-type: none"> 1. The Earnest money of Rs 25,000/- (Twenty five Thousand only) through a demand draft on any scheduled bank in Delhi/New Delhi drawn in favour of "PAO, Dte.GHS" payable at Delhi must be accompany the quotation letter. 2. Quotation received without earnest money will not be entertained. 3. Earnest money received from the unsuccessful tenders will be refunded without interest immediately after awarding the tender. EMD of the successful bidder will be refunded on receipt of Performance Security.
10	Performance Security	<ol style="list-style-type: none"> 1. Selected bidder will have to submit performance security equivalent to 5% of the value of the contract furnished in the form of Demand Draft before awarding the contract. 2. Failure to submit performance security will result in termination of award of work and EMD will be forfeited. Further

		Performance security is valid for 60 days beyond the satisfactory completion of work.
11	Arbitration Clause	Any dispute arising between the parties hereto shall be referred to sole arbitrator approved by the MoHFW and decision/award of such arbitrator shall be final and binding upon the parties hereto. During the pendency of arbitration proceedings the services as provided by the vendor/bidder shall continue till the matter is resolved otherwise or decided on merits.
12.	Penalty for delay & mistakes	As given in Annexure III .
13.	Payment	1. The printer should give cost for 1000 copies each of National Health Profile (NHP) – 2018 & its Wall Poster & 250 copies of NHP 2018 - An Analytical Report. 2. The printer has to quote an inclusive rate which should include all through 4+4 cover printing for both publications and wall poster with lay-out, composing, setting, processing, binding, gloss/matt lamination of cover pages packing & forwarding/delivery of all printed books and the poster as per the Consignee List that will be provided to the printer.
14	Type of Printers	The established `A` & `B` class Printers empanelled with Directorate of Printing can only apply.
15	1. Total cost of the work as mentioned at serial no. 1 of this Annexure (excluding GST & Other Levies) 2. Rates of GST & Levies (if any)	1. Rs. (in figures) : Rs.(in words) : 2. Rs. (in figures) : Rs.(in words) :
16	I agree to abide by all the terms and conditions of this contract and penalty clause etc (as given in Annexure-II and Annexure- III) if the contract is awarded to me/my firm	

(Signature, Name, Address, telephone number of the Printer)
(With seal & date)

GENERAL CONDITIONS OF THE CONTRACT

PRINTING OF “National Health Profile (NHP) 2018 and Wall Poster of NHP – 2018”

1. Responsibility of the Printer for executing the Contract.

(i) Timely delivery is the essence of the contract.

(ii) The printer shall print, bind and deliver the work in clear and legible type, form and style and with other fit and proper materials in good and workman-like manner, and by the process specified, and where a sample is supplied. If execution of the job is not in accordance with the specifications and/or terms & conditions, penalty / black listing of the printer and /or any other penalty as deemed fit by CBHI will be imposed on the printer.

2. Subletting and assignment:

The printer shall not sub-let, transfer or assign the contract or any part thereof or any interest therein or any benefit or advantage thereof in any manner.

3. The printer at his/her own cost will arrange all the equipments, materials and other things/services etc. necessary for printing. The CBHI, DGHS, MOHFW will provide only manuscript (both hard and soft copies) of NHP-2018. Camera ready copy will be prepared by the press itself for NHP-2018

4. Different colours of quality inks are to be used as per layout/design approved by CBHI.

5. The printer will invariably convert soft copy (in Ms-Excel or so) given by CBHI into a Page-Maker file for best possible presentation and 100% error free job.

6. The proof reading/ thorough checking will be done by the printer himself with a view to ensure 100% error free work before giving such error free proof to CBHI for approval. After getting such a proof for approval, if CBHI finds that the press has not done proof checking properly so as to ensure error/deficiency free work, the press may be penalized to an extent and in a manner as deemed fit by CBHI.

7. The printer shall require getting a colour dummy/CRC approved by CBHI before starting printing copies of the publication.

8. All the material including manuscript, floppies/CDs etc. supplied by CBHI will be returned by the printer to CBHI within two days on completion of the printing work of this issue. A CD having the printed copy in PDF and Page Maker formats will be supplied by the printer along with delivery of printed copies to CBHI so that the publication can be immediately put up on CBHI's website. No additional payment will be made to printer for such CD having the printed copy in PDF and Page Maker formats. In case, such a CD, having printed copy in PDF and Page Maker formats free from all errors, is supplied beyond the date on which 100% error free printed copies are supplied, the date of delivery for working out amount of penalty for delay in work will be the date on which such a CD is supplied.

9. The printer shall be responsible for all loss, destruction, damage or deterioration of the printed materials for any cause whatsoever at any stage of printing or in the course of transit from the printer to the consignee.

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10. The printer shall do the printing and deliver printed materials in accordance with the conditions of the contract at the time and place and in the manner as specified in terms and conditions etc. agreed to by the printer and as specified in the letter of acceptance of the tender. The printer shall comply with the instructions that the Secretary (or his/her representative), Ministry of Health and Family Welfare may issue from time to time.

11. The time specified for delivery of final proofs/printed copies or completion of the order shall be strictly adhered to and time in this respect shall be deemed to be the essence of the contract. If the time schedule is not adhered to and the job is delayed, during proofing, printing or dispatching, delivering CD in PDF and Page Maker formats etc., the penalty will be imposed as per Annexure- IV. For reasons other than those beyond printer's control and/or if there is violation of terms and conditions by the press and if the quality of papers/cards etc. used and quality of printing etc. is not as per specifications agreed to, the Secretary, Ministry of Health and Family Welfare may also exercise following options (besides above penalty):-

- a) To cancel the order without any financial repercussion on the part of the purchaser towards any expenses incurred by the tenderer in connection with the printing of the publication and poster and/or
- b) To black list the printer and/or
- c) To recover from the printer, liquidated damages by way of penalty (other than the one as per annexure III) as decided by the Secretary.
- d) To impose any other penalty as deemed fit by the Secretary.

12. The DGHS, Ministry of Health and Family Welfare, GOI shall have the power to determine the types and scale of penalties in such case and his decision shall be final and binding on the printer.

13. In the event of any action being taken under 11 above, the cancellation of the order will be without prejudice to the right of the Government to recover from the printer any loss incurred thereby and the printer will not be entitled to any compensation for such cancellation.

14. In the event of work being wholly rejected, the DGHS, Ministry of Health and Family Welfare, GOI may at his own discretion either;

- (i) permit the printer to re-do the same within such time as he/she may specify at printer's own cost which shall include the cost of paper and other materials, inter-alia and/or
- (ii) arrange to get the additional work done elsewhere and by any other person or from any other source than the printer, in which case, the amount of extra cost, if any, shall be paid by the printer

15. Recovery Clauses and the Set –off Clause:

In the event of any loss of Government papers and materials or damage thereto (for whatever cause) happening in misuse thereof while in the possession or control of the printer, his servants, workmen or agents and/or failure to return the papers or other material rendered surplus either on termination of contract or on reduction in the quantity of the order within the aforesaid time, the printer shall pay the costs, thereof (to be determined by the DGHS, Ministry of Health and Family Welfare, GOI whose decision shall be final and binding) on demand by the DGHS, Ministry of Health and Family Welfare, GOI within the specified time or whenever any claim for payments of any sum of money arises out of or under this contract. It shall be lawful for Ministry of Health and Family Welfare GOI to recover on behalf of DGHS, Ministry of Health and Family Welfare, GOI such sum or sums then due or which, at any time thereafter, may become due from the printer.

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17. After the work has been completed, the bill for the work in triplicate prepared on the basis of the accepted rates should be submitted to CBHI for payment together with receipted delivery vouchers for the supplies made.

Signature of the Printer along with
Name, address, telephone No. and Fax No.
E-mail address, date and stamp of the firm.
Registration No.

Signature of the Accepting Officer
With date and stamp
(Ministry of Health and Family Welfare)

DETAILS W.R.T. PENALTY TOBE IMPOSED FOR DELAY IN WORK

PENALTY CLAUSE

Printing of “National Health Profile (NHP)- 2018 and Wall Poster of NHP – 2018”

PERIOD OF DELAY	PENALTY
For 1 day	2% of the admitted amount of the bill.
For 2 day	4% of the admitted amount of the bill.
For 3 day	6% of the admitted amount of the bill.
For 4 day	8% of the admitted amount of the bill.
For 5 day	10% of the admitted amount of the bill.
For 6 day	12% of the admitted amount of the bill.
For 7 day	14% of the admitted amount of the bill.
For 8 day	16% of the admitted amount of the bill.
For 9 day	18% of the admitted amount of the bill.
For 10 day	20% of the admitted amount of the bill.
More than 10 days	Contract will be cancelled unilaterally and legal action will be initiated against the printer

Signature of the Printer along with
Name, address, telephone No. Fax No.
e-mail address, date and stamp of the firm.
Registration No:

Signature of the Accepting Officer
With date and stamp
(Ministry of Health and Family Welfare)

CONSIGNEE LIST for NHP-2018

Sl. No.	Name and address of the consignee	No. of copies
1	Central Bureau of Health Intelligence Directorate General of Health Services Ministry of Health & Family Welfare Room No. 401, A-Wing, Nirman Bhawan, New Delhi-110 108 Tele/Fax: 01123063175/23061529 Email:dircbhi@nic.in	516
2	The Deputy Director CBHI Field survey unit Regional office of Health & F.W./GOI 2 nd Floor, F- wing KendriyaSadan Koramangala, Bangaluru-560034 Karnataka Tele: 080-25537688, 25537310 Fax: 080-25539249 E-mail: rhobng@nic.in	50
3	Deputy Director Regional Office for Health & Family Welfare (Government of India) A-28, Vidya Nagar, behind AXIS Bank Hoshangabad Road, Bhopal – 462026.(MP) Tel No: 0755-2416200, 0755-2410092 E-mail:- rohfwbho@mp.nic.in , srdbhopal@gmail.com	50
4	The Deputy Director CBHI Field survey unit Regional office of Health & F.W./GOI BJ-25, BJB Nagar, Bhubneswar-751014 (Odisha) Tele: 0674-2431326, 2431708 Fax: 0674-2431904 E-mail: rohfwbbs@rediffmail.com	50
6	The Deputy Director CBHI Field survey unit Regional Office of Health & FW/GOI, Hall No. III, 9 th Floor, KendriyaBhawan, Aliganj, Lucknow -226024 Uttar Pradesh Tele: 0522-2332399 Fax: 0522-2325268 Email: rdrohlko@yahoo.co.in , regdrko@yahoo.co.in	50

7	Deputy Director, CBHI Field Survey Unit Regional Office for Health & Family Welfare, Rajasthan Ministry of Health & Family Welfare Government of India Kendriya Sadan, Block-B, 2nd Floor, Sector – 10, Vidhyadhar Nagar, Jaipur-302023 Phone: 0141-2233297/2236845, Fax. No. 0141- 2233297/2236818 Email ID: ddjaipur@cbhidghs.nic.in	50
8	The Deputy Director, CBHI Field survey unit Regional office of Health & F.W./GOI 5 th Floor, Indira Bhawan, R.C. Singh Path, Patna -800001(Bihar) Tele: 0612-2203711 Fax: 0612-2202677 E-mail: rhopatna@gmail.com	50
9	Regional Director Regional Health Statistics and Training Centre (RHSTC) C/o Primary Health Centre Annexe Phase 3-B-1, SAS Nagar Mohali (Punjab)-160059 Tele/Fax: 0172-2261070 Email: mohalirhstc@yahoo.com	25
10	CMO In-charge Dept. of Medical Records Safdarjung Hospital, Ansari Nagar New Delhi-110029 Tele: 011-26707253, 26165060 Fax: 011-26163072 Email: mrtsjh@yahoo.com	25
11	CMO In-charge Dept. of Medical Records JIPMER, Puducherry-605006	25
12	CMO In-charge Dept. of Medical Records Dr. Ram Manohar Lohia Hospital, Baba Kharag Singh Marg, Near Gurudwara Bangla Sahib, New Delhi-110001	25
13	The Library In-charge, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-110029	5

14	The Library in-charge, PGIMER, Dr. Ram Manohar Lohia Hospital, Baba Kharag Singh Marg, Near Gurudwara Bangla Sahib, New Delhi-110001	5
15	The Library in-charge, Army College of Medical Sciences, Brar Square, Near Base Hospital, Delhi Cantt, New Delhi- 110010	5
16	The Library in-charge, Hamdard Institute of Medical Science and Research, Block D, Hamdard Nagar, New Delhi-110062	5
17	The Library in-charge, Lady Harding Medical College, C- 604, Shaheed Bhagat Singh Road, Connaught Place, New Delhi – 110001	5
18	The Library in-charge, Maulana Azad Medical College, Bahudar Saha Zafar Marg, New Delhi – 110002	5
19	The Library In-Charge, North Delhi Municipal Corporation Medical College, Hindu Rao Hospital, Malka Ganj, New Delhi	5
20	The Library in-charge, University College of Medical Science & GTD Hospital, Dilshad Garden, New Delhi – 110095.	5
21	The Library in-charge,Vardhman Mahavir Medical College and Safdarjung Hospital, Near AIIMS, Ansari Nagar, New Delhi-110029	5
22	The Library in-charge, National Medical Library, Ansari Nagar, New Delhi - 110029	5
23	The Library in-charge, Central Library, D.P.C., S.P. Mukherjee Nagar, Opp. Old Delhi Railway Station, Delhi – 110006	5
24	Shri. K S Rana, Sr. Manager, Department of Medical Records, Rajiv Gandhi Cancer Institute & Research Centre, Sector 5, Rohini, New Delhi-110085	5
25	The Library in-charge, NIHFW Library, Baba Gang Nath Marg, Munirka, New Delhi-110067	5
26	The Library In-Charge, NSSTA, Plot No.22, Knowledge Park-II, GB Nagar, Greater Noida, UP-201310	5

27	The Library In-Charge, National Institute of Medical Statistics (ICMR), Ansari Nagar, New Delhi-110029	5
28	Library Congress The American Centre 24, Kasturba Gandhi Marg New Delhi -110001 Phone: 011-23736066	9

CONSIGNEE LIST for NHP-2018 – An Analytical Report

Sl. No.	Name and address of the consignee	No. of copies
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