

e-tender ID No. 2023_UTDNH_6634_1 Rate Contract for Purchase of Stationery Materials and Printed Forms for Shri Vinoba Bhawe Civil Hospital, under Rogi Kalyan Samiti Silvassa.

On Line Tender Notice No. 54 of 2023-24.

Administration of
U.T. of Dadra Nagar Haveli, Daman & Diu
Office of the Member Secretary,
(Rogi Kalyan Samiti)
“Tel.No.0260-2642940, 2642961”
email ID: svbch.sil@gmail.com

No.MS/RKS/P&T/RC/Stationery&PrintedForm/2023-24/167/1113

Silvassa.

Date: 17/08/2023

e-Tender Notice

The Member Secretary (RKS), Silvassa on behalf of President of India, invites online tender on <https://dnhtenders.gov.in/nicgep/app> from the Manufactures / Authorized Dealers / Suppliers for supply of below mentioned materials.

Sr. No.	Particulars	(E.M.D.) Earnest Money Deposit	Tender Fees (Non-Refundable)	e-Tender ID No.
1.	Rate Contract for Purchase of Stationery Materials & Printed Forms for SVBCH.	-	₹.1,000/-	2023_UTDNH _ 6634_1

Bid document downloading Start Date : **24.08.2023.**
Bid document downloading End Date : **13.09.2023, 12:00 Hrs.**
Last Date & Time for receipt of Bid : **13.09.2023, 14.00 Hrs.**
Preliminary Stage Bid Opening Date : **13.09.2023, 15.00 Hrs.**

Bidders have to submit Technical Bid and Price Bid in Electronic format only on <https://dnhtenders.gov.in/nicgep/app> website till the last date and time for submission. Technical Bid and Price Bid in Physical format shall not be accepted in any case.

Bid submission should be done along with tender Fees in original by R.P.A.D./Speed Post or to be deposited in the tender box kept in the office of the undersigned. However, Tender Inviting Authority shall not be responsible for any postal delay. Tenders can be downloaded from www.dnhtenders.gov.in, www.dnh.nic.in and www.vbch.dnh.nic.in.

e-tender ID No. 2023_UTDNH_6634_1 Rate Contract for Purchase of Stationery Materials and Printed Forms for Shri Vinoba Bhawe Civil Hospital, under Rogi Kalyan Samiti Silvassa.

1. The Tender Fees should not be forwarded by cash.
2. The Tender Fees will be accepted only in form of DD/Bankers Cheque of any Nationalized or Scheduled Bank of India payable in Silvassa.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof. In case bidder needs any clarification on the process of bidding for participating in online tender for further details, correspondence can be made on E-mail: [cphp-nic\[at\]nic\[dot\]in](mailto:cppp-nic[at]nic[dot]in), Mobile No: +91-7878007972 and +91-7878007973, Tel No. 1800 3070 2232 Website: www.dnhtenders.gov.in.

Sd/-
Member Secretary
Rogi Kalyan Samiti
Shri Vinoba Bhawe Civil Hospital
“Tel.No.0260-2642940, 2640615”
email ID: svbch.sil@gmail.com

Copy to :-

- 1) CPO, Dadra & Nagar Haveli, Silvassa for wide publicity in Newspaper.
- 2) Director General, Indian Trade Journal, Kolkata for publication on Newspaper.
- 3) I.T. Department, D&NH, Silvassa with a request to publish in Website.
- 4) Accounts Section, Shri RKS, Silvassa for information.
- 5) P&T Department, Shri VBCH, Silvassa for information.

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI, DAMAN & DIU
OFFICE OF THE MEMBER SECRETARY,
(ROGI KALYAN SAMITI)

Terms and Conditions for the “**Rate Contract for Purchase of Stationery Materials and Printed Forms for Shri Vinoba Bhave Civil Hospital, under Rogi Kalyan Samiti, Silvassa.**”

❖ **Instructions to Bidders :**

- 1) All Tender Documents can be downloaded free from the website <https://dnhtenders.gov.in/nicgep/app>
- 2) All bids should be submitted online on the website <https://dnhtenders.gov.in/nicgep/app>
- 3) The user can get a copy of instructions to online participation from the website <https://dnhtenders.gov.in/nicgep/app>
- 4) The suppliers should register on the website through the “New Supplier” link provided at the home page, the registration on the site should not be taken as registration or empanelment or any other form of registration with the tendering authority.
- 5) The application for training and issue of digital signature certificates should be made at least 72 hours in advance to the due date and time of tender submission.
- 6) For all queries regarding tender specifications and any other clauses included in the tender document should be addressed to personnel in tendering office address provided below:

**The Member Secretary (RKS),
Shri Vinoba Bhave Civil Hospital Campus,
U.T. of Dadra & Nagar Haveli, Silvassa - 396 230.
Tel: 0260-2642940, 2640615, 2630102, Fax: 0260-2642961**

- (i) All documents scanned/attached should be legible/readable. A hard copy of the same may be sent which the department will be use if required. Uploading the required documents in <https://dnhtenders.gov.in/nicgep/app> is essential.
- 7) The Bidder has to give compliance for each quoted product for any false/misleading statement in compliance found any time during the procurement process, the bid shall be outrightly rejected.

Keydates:

Bid document downloading Start Date	:	24.08.2023.
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The Tenders shall be submitted in two-bid system, wherein the Technical bid and Commercial Bid is to be filled online on <https://dnhtenders.gov.in/nicgep/app> and the Tender Fee has to be submitted in Tender Box along with a covering letter. The envelope should be super scribing as “**e-Tender - Sealed Cover of Bid for Rate Contract for Purchase of Stationery Materials and Printed Forms for Shri Vinoba Bhawe Civil Hospital, under Rogi Kalyan Samiti, Silvassa**”. The Tender Fees should only be enclosed in the cover.

❖ **Tender Fees (Non Refundable) ₹.1,000/- :**

- a. The Tender Fees should not be forwarded by cash.
- b. The Tender Fees (Non Refundable) will be accepted only in form of DD/A/c payee Cheque in favor of “**Member Secretary, Rogi Kalyan Samiti, Silvassa**” from any Nationalized or Scheduled Bank of India payable in Silvassa.
- c. All tenders must be accompanied by Tender fees as specified in schedule otherwise tender will be rejected.

❖ **Security Deposit: (SD)**

- a. The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 10% of the total value of articles, which may be ordered, as the amount of security deposit.
- b. Non receipt of Security Deposit within stipulated time will result in automatic cancellation of the order for supply without any intimation.
- c. However in case if any articles are received for which the Security Deposit may not have been deposited, the full Security Deposit as may be due from the supplier will be recovered from the bill(s) for such articles.
- d. In case of failure to replace the accepted and rejected articles from the supplies made, as mentioned in the conditions the loss undergone by the Government will be recovered from the suppliers Security Deposit or payment due of any bill(s) to the extend required.
- e. The Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Security Deposit required by these conditions.
- f. The tender inviting officer will consider extension of time for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good for the loss made to the Government on account of his failure to abide by the time limit.

❖ **Conditions of Contract :**

1. ACCEPTANCE OF TENDER:

- a. The tender is liable for rejection due to any of the reasons mentioned below:
 - i. Non-Submission of tender within stipulated time online.
 - ii. Submission of tender physically in the Office but not submitted online on <https://dnhtenders.gov.in/nicgep/app>
 - iii. Tender is unsigned or not initialed on each page or with unauthenticated corrections.
 - iv. Non-payment of Earnest Money Deposit (if not exempted).
 - v. Non-Submission of required documents as mentioned in schedule.
 - vi. Conditional/vague offers.
 - vii. Unsatisfactory past performance of the tenderer.
 - viii. Items with major changes/ deviations in specifications/standard/grade/packing/ quality offered.
 - ix. Submission of misleading/ contradictory/ false statement or information and fabricated/ invalid documents.
 - x. Tenders not filled up properly.
 - xi. The documents attached by the bidder online if found not readable will not be considered for bid evaluation.
- b. Any discount which the bidder wants to give has to be considered and total final bid amount has to be mentioned clearly in the price bid form on www.dnhtenders.gov.in.
- c. Discount offered after price bid opening will not be considered.
- d. The consolidated rates inclusive of all taxes, GST, freight charges entered in the online website will be taken in to account for preparing price statements. However the tender who is found technically acceptable as well as lowest in terms of evaluated rates only is considered for placing the order.
- e. The Member Secretary (RKS) may seek any clarifications/ explanation/ documentary evidence related to offer at any stage from tenderers if required.
- f. **The rates quoted should be inclusive of all taxes no extra charges will be paid and should be valid upto One Year from the date of tenderization. The rates will be Extendable for one more year based on mutual consent from the bidders and the rates will be considered till the next tender is finalized.**
- g. Orders once placed should be delivered within the given time period and item should be door delivered upto 3rd floor including labour.
- h. All/Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the supplier.
- i. The decision of the Tender Inviting Officer for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
- j. The right to accept or reject without assigning any reasons or all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.

- k. No separate agreement will be required to be signed by the successful tender(s) for the purpose of this contract for supply. Rates tendered/ offered in response to the concerned Tender Notice shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
- l. The rate(s) quoted should be strictly for free delivery (including labour and transportation) at FOR Shri Vinoba Bhave Civil Hospital, Silvassa and will be valid and operative for supply orders issued within one year from the date of invitation of tenders. The department shall not take any responsibility of on loading the goods; the successful bidder has to make arrangement for loading at site.
- m. Tenders satisfying the requirements of the department will be chosen as successful bidders (L-1 bidders) based on the item-wise rates quoted by them.
- n. **The tenderer should attached scanned copies of Mandatory Documents as follows:**

Sr. No.	Document / Certificate	Uploaded & Enclosed (Yes/No)	Attached at Page No.
1.	PAN No.		
2.	GST Registration.		
3.	Income Tax Returns of last Three Years.		
4.	Firm Registration Certificate.		
5.	License in the field of Supply.		
6.	Three Years Experience in Field of Supply.		
7.	Terms and Conditions of tender documents duly stamped and signed on each pages.		
8.	Schedule of specifications (Scope of Work) duly stamped and signed on each pages.		
9.	An Undertaking on Stamp Paper of worth ₹.50/- duly signed by a responsible person of the firm that the firm is not black listed anywhere.		

2. TERMS OF SUPPLY :

- a. The packing and labels of all the items to be supplied under the order shall be marked with the words 'FOR U.T. OF DADRA & NAGAR HAVELI- NOT FOR SALE' if the items are packed in packets which are then placed or repacked within a box/ carton/ bottle/ foil, these words will be printed/ marked on both the internal/ external packs and labels. The retail price must not be printed or shown anywhere either on external or internal packs/ box/ carton/ foil.
- b. In event of breakage or loss of stores during transit against requisition order the said quantity has to be replaced by the tenderer. The department will not pay separately for transit insurance and supplier will be responsible for stores.
- c. Railway Receipt or other transport document should be drawn in the favor of Officer Inviting tender.

- d.** Items should be door delivered upto 3rd floor including labour no extra charge will be paid by the department.
- e.** Railway Receipt or other transport document should not be send by VPP or through any Bank as this being a Government Office it is not possible to clear cash demands of Post Office/Bank for delivery of RR or other transport documents unless we have agreed to it as special arrangement.
- f.** Extension of time limit for supplies shall be considered by the Tender Inviting Officer. The extension so granted may be with levy of compensation for delay in execution of supply (as mentioned in Liquidated Damages) the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
- g.** The supplies, materials etc. of inferior quality standard or of different specifications, brand, manufacturer etc other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier has to replace the same at his own cost and risk. Intimation of non-acceptance of any materials etc will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk, if he so desires and intimates accordingly within 15 days from the date of dispatch of intimation of the non-acceptance. However, if no communication is received within 15 days from the date of communication the tender Inviting Officer will not be responsible for any damages, loss etc. of such rejected articles.
- h.** Demurrage charges paid by the Tender Inviting Officer on account of delayed receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
- i.** If at any time after the order for supply of materials the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Tender Inviting Officer shall give notice in writing of the fact to the supplier(s) who shall have to claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation by reasons of any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
- j.** The items as mentioned in the list are the approximate estimates invited and actual purchase may more. Accordingly the successful tenderer has no right for any loss/damages with reference to approximate requirement shown in tender and actual requirement.
- k.** Inspection will be carried out in the premises of Shri VBCH. If goods to be inspected in factory premises all expenditure to be borne by the Tenderer.

1. The L1 bidder has to Supply the Materials in emergency on the same day as per the instruction of concern In-charge.

3. Bid Evaluation Methodology :

A. Preliminary & Technical Evaluation:

1. Tender fee is mandatory documents.
2. Scrutiny of technical specifications and other relevant documents as asked by the department with the quoted specification.
3. Scrutiny of Compliance Statement given by the bidder.
4. Sample Verification.

(If Sample is asked by the Department, it won't be refundable)

- B. **Financial Evaluation:** Lowest quoted offered by Technically Qualified Bidders.

4. PAYMENT TERMS :

- a. 100% of the invoice amount will be paid only after supply, successful and submission of Security deposit.
- b. Price escalation clause will not be entertained under any circumstances.
- c. All bills should be in **TRIPPLICATE** and should invariably mention the number and date of supply order.
- d. All bills for amount above ₹.5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding ₹.5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- e. Each bill in which Sales Tax is charged must contain the following certificates on the body of the bill: **"CERTIFIED"** that the goods on which Sales Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Sales Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under".
- f. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
- g. The rates should be quoted only for the items specified in the list of requirement.
- h. Rates quoted for items other than the required specification/ make/ manufacture will not be considered.

Sd/-

Member Secretary
Rogi Kalyan Samiti
Shri Vinoba Bhawe Civil Hospital
"Tel.No.0260-2642940, 2640615"
email ID: svbch.sil@gmail.com

❖ SCOPE OF WORK:

Schedule of Requirements, Specifications and Allied Technical Details:

Rate Contract for Purchase of Stationery Materials and Printed Forms for Shri Vinoba Bhav Civil Hospital under Rogi Kalyan Samiti, Silvassa.

Please mentioned Offered Company for Quoted Items Only as mentioned below and attach the Scan copy of the same. Format is as under :

Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
1	1 Feet Fibre Scale Thickness 2mm	Kores, Royal, Camiln or Equivalent	Nos.	
2	2.4GHz Wireless USB PowerPoint Presentation Remote Control Pointer Clicker Presenter Laser Flip Pen with Clip	Standard company	Nos.	
3	A-4 Size Duplicate computer paper (500 sheet/ Ream) 65 gsm	JK/Trident or Equivalent	Ream	
4	A-4 Size white computer paper (500 sheet/ Ream) 75 gsm	JK/Trident or Equivalent	Ream	
5	Ballpen Black	Cello or Equivalent	Nos.	
6	Ballpen Blue	Cello or Equivalent	Nos.	
7	Ballpen Red	Cello or Equivalent	Nos.	
8	Barcode labels sticker rolls (size 43X13)	Standard company	Roll	
9	Battery for Calculator LR-44 1.5v Alkaline	Maxell or Equivalent	Nos.	
10	Binder 2 Flap	Standard company	Nos.	
11	Binder 4 Flap	Standard company	Nos.	
12	Book Cover Roll 80 Gsm Lenght 10 Mtrs Width 1.5 Feet (Plastic Coated Brown Color)	Standard company	Nos.	
13	Box File (Small Size) Steel lever arch clip, Material -Cardboard	Apsara, Dilip, Vikas, Poonam, Anupam or Equivalent	Nos.	
14	Box File Size 35cm X 27cm X 8cm with Steel lever arch clip, Material -Cardboard	Apsara, Dilip, Vikas, Poonam, Anupam or Equivalent	Nos.	
15	Calculator 12 Digit with Solar panel & Battery.	Casio, Citizen, Sony, Sharp or Equivalent	Nos.	
16	Calculator 14 Digit with Solar panel & Battery.	Casio, Citizen, Sony, Sharp or Equivalent	Nos.	
17	Carbon Paper - Sapphire Blue (100 Pic/Pkt) size - 28 x 15 x 5cm	Kores, Royal, Camiln or Equivalent	Pkt	
18	Cello Tape Width 1 Inch Length 65 meter (Brown) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
19	Cello Tape Width 1 Inch Length 65 meter (Transparent) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	
20	Cello Tape Width 2 Inch Length 65 meter (Brown) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	
21	Cello Tape Width 2 Inch Length 65 meter (Transparent) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	
22	Cello Tape Width 3 Inch Length 65 meter (Brown Color) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	
23	Cello Tape Width 3 Inch Length 65 meter (Transparent) Thickness 30 Micron	Wonder, Cello, Prime Tape or Equivalent	Nos.	
24	Chalk Stick White Coloured (1x144 Pc/Box) Non dust	Liberty or Equivalent	Box	
25	Chart paper (white) Full size (70 x 56 cm) 300 GSM	Standard company	Nos.	
26	Chart paper Full size (70 x 56 cm) 300 GSM (Multicolor)	Standard company	Nos.	
27	Clipboard Writing pad, Anti-rust stainless steel Clip, MDF Laminated , Dimensions 23.8 x 0.5 x 32.6 cm	Standard company	Nos.	
28	Conference Pad (100 Pgs) A5 Size 14.8 cm x 21 cm	Standard company	Nos.	
29	Conference Pad (20 Pgs) A5 Size 14.8 cm x 21 cm	Standard company	Nos.	
30	Correction Pen 07ml (White)	Kores, Faber Castell, Camel or Equivalent	Nos.	
31	Diary (1x200 Pages, 80 GSM Paper with Hard Binding)	Standard company	Nos.	
32	Drawing Pins	Standard company	Pkt	
33	Duster for Black Board	Standard company	Nos.	
34	Duster for White Board	Standard company	Nos.	
35	Envelope 11X 5 (White Color 80 Gsm)	Standard company	Nos.	
36	Envelope 16 X 12 (Green Color - Big Size Netted Inside)	Standard company	Nos.	
37	Envelope 6X 4 (Brown Color 80 Gsm)	Standard company	Nos.	
38	Envelope 8 X 10 (Green Color - Netted Inside)	Standard company	Nos.	
39	Envelope 9.5X4.5 (Brown Color With VBCH Hospital Print)	Standard company	Nos.	
40	Envelope 9.5X4.5 (White Color With VBCH Hospital Print)	Standard company	Nos.	
41	Envelope A4 size (12 Inch X 10 Inch ,Brown Color 80 Gsm)	Standard company	Nos.	
42	Envelope A4 size (12 Inch X 10 Inch ,White Color 80 Gsm)	Standard company	Nos.	
43	Eraser Non Dust, White Colour, Rubber Material, size 10 x 10 x 2cm	Natraj, Camel, Crystal or Equivalent	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
44	Examination Plastic Trey	Standard company	Nos.	
45	Fevicol (100 ml Pack)	Pidillite or Equivalent	Nos.	
46	Fevicol (200 ml Pack)	Pidillite or Equivalent	Nos.	
47	Fevicol Tube 50ml	Pidillite or Equivalent	Nos.	
48	Flag 4 Colour (1Inch X 3 Inch 4 Colours Pads each of 40 Sheets)	Standard company	Nos.	
49	Gel Pens (Black)	Cello or Equivalent	Nos.	
50	Gel Pens (Blue)	Cello or Equivalent	Nos.	
51	Gel Pens (Red)	Cello or Equivalent	Nos.	
52	Glass Paper Weight size 3Inch	Standard company	Nos.	
53	Glue Stick 15Gm	Pidillite or Equivalent	Nos.	
54	Gum Bottle 300ml	Pidillite or Equivalent	Nos.	
55	Highlighter Pen (1 x5 Pcs/ Pkt)	Standard company	Pkt	
56	Infant And Mother Id Band Pair (7 Inch And 10 Inch) Blue Color	Origin Overseas or Equivalent	Nos.	
57	Lamination Cover 85 X 110, 125 Microns (1X 100 Sheets/Pkt)	Classic or Equivalent	Pkt	
58	Ledger Size Green Paper (500 Sheet/Pkt.)90 gsm	Bilt, Modi, H.P., J.K, Copier or Equivalent	Ream	
59	Legal Size white compute paper (500 sheet/Ream) 75 gsm	JK/Trident or Equivalent	Ream	
60	Magnetic Round Pin Clip Container, Size: 50 X 70mm	Standard company	Nos.	
61	Marker Pen - Black Thick (Permanent)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
62	Multi Marker Pen (Blue)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
63	Multi Marker Pen (Red)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
64	Multi Marker Pen for CD-DVD/OHP (Black)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
65	Muster Roll Register 2 Quire 80 GSM Ledger Paper , Single Hard Bound ,Dimensions : 34 x 21 cm	Standard company	Nos.	
66	Note Book - 200 Pgs A4 size	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
67	Note Book - 200 Pgs small size	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
68	Paper Binding Clip (4 Inch) (1x12 Pc/Pkt)	Standard company	Pkt	
69	Paper Binding Clip 2 Inch (1x12 Pc/Pkt)	Standard company	Pkt	
70	Paper File With DHMS Print as per sample 540 GSM Cardboard	Standard company	Nos.	
71	Paper Knife Stainless Steel 18mm SK2 Blade with Autolock Mechanism	Standard company	Nos.	
72	Paper T-Pins (300 Pcs/Pkt) Dimensions Length 2.5 cm X Dia 0.5 mm approx	Standard company	Pkt	
73	Patient Id Band (Adult) 10 Inch Black Color	Origin Overseas or Equivalent	Nos.	
74	Patient Id Band (Adult) 10 Inch White Color	Origin Overseas or Equivalent	Nos.	
75	Pen Stand with Table Diary	Standard company	Nos.	
76	Pencil HB (1x10 Pcs/Pkt)	Apsara,Doms or Equivalent	Pkt	
77	Plastic Folder L Type A-4 size Pack of 20 Folders	Standard company	Nos.	
78	Plastic Folder L Type F/C size Pack of 20 Folders	Standard company	Nos.	
79	Plastic office Tray size 34L x 27W x 8H cm	Standard company	Nos.	
80	Plastic Thick Folders with Button Size 14.4" x 10.4" x 2.8"	Standard company	Nos.	
81	Plastic Wrap (1X600 Mtrs/Roll) Thickness 2.3mm & Width 30 cm	Standard company	Roll	
82	Pri-Ink Rubber Stamp Ink Bottke Blue Colour 100ml	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
83	Punching Machine Dp/280	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
84	Punching Machine Dp/480	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
85	Punching Machine Dp/500	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
86	Punching Machine DP/800	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
87	Punching Machine Single Hole FHP 20 With Floating Punch	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
88	Push Pin (1x 100 Pcs/Pkt) size 28mm	Standard company	Pkt	
89	Register 02 Quire Ruled , size 20.3 x 32.5 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
90	Register 03 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
91	Register 04 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
92	Register 05 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
93	Register 06 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
94	Register 08 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
95	Register 01 Quire Ruled, size 21cm x 33cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
96	Register 10 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
97	Register 12 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
98	Register 14 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
99	Register 16 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
100	Register 20 Quire Ruled, size 21 X 33 cm Paper 70gsm	Rajat, Dilip, Anupam, Jagruti or Equivalent	Nos.	
101	Rubber Band (1X100 Pic/Box) Original Nylon size 3inch Diameter	Standard company	Nos.	
102	Scale Stainless Steel Size 12Inch	Standard company	Nos.	
103	SS Scissors with plastic handle 4.5Inch	Standard company	Nos.	
104	SS Scissors with plastic handle 9Inch	Standard company	Nos.	
105	Stamp Pad 110Mm X 69Mm (Plastic) Colour-Violet	Kores, Faber Castell, Camel or Equivalent	Nos.	
106	Stamp Pad Ink 100ml (Violet)	Kores, Faber Castell, Camel or Equivalent	Nos.	
107	Stapler 23/17 -H size	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
108	Stapler HD 10 D	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
109	Stapler HP 45	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
110	Stapler Pin 23/17 -H size	Kangaro, Munix, Kores, Max, Classic or Equivalent	Pkt	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
111	Stapler Pin 24/6	Kangaro, Munix, Kores, Max, Classic or Equivalent	Nos.	
112	Sharpner for Pencil single hole	Doms,Natraj or Equivalent	Nos.	
113	Stapler Pins (Small No. 10-1M)	Kangaro, Munix, Kores, Max, Classic or Equivalent	Pkt	
114	Sticker (Yellow Color) 18Mm X 11Mm (For Patient Registration)	Standard company	Nos.	
115	Strip File Plastic Transperant A4 size	Standard company	Nos.	
116	Table call Bell Antique Brass Material size 4 Inch	Standard company	Nos.	
117	U-pin Metal 35mm for office (1x100 Pc/Box)	Standard company	Nos.	
118	White Board Marker (Blue)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
119	White Board Marker (Black)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
120	White board Marker (Green)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
121	White Board Marker (Red)	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
122	White Board Marker Ink 100ml - Black	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
123	White Board Marker Ink 100ml Blue	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
124	White Board Marker Ink 100ml Green	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
125	White Board Marker Ink 100ml Red	Camlin, Luxor, Sticks, Kores, Faber Castell or Equivalent	Nos.	
126	White Board size 3x4 feet	Standard company	Nos.	
127	White Cotton File/Document Tag – 24" (Pack of 100 Tags)	Standard company	Pkt	
128	White Plastic Thread 1 Kg	Standard company	Pkt	
129	White Sticker Roll (Size 1inch X 2 inch) 1x2000 Pcs per Roll, core 1" 1UPS, Type - Chromo White (A.B)	Standard company	Roll	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
130	White strong Threads for Exam Supplementary 7 Inch (500 Nos/Bundle)	Standard company	Nos.	
131	Zip Lock Pouch Bags (2 inch x 3 inch, Transparent)	Standard company	Nos.	
132	Zip Lock Pouch Bags (3 inch x 4 inch, Transparent)	Standard company	Nos.	
133	Zip Lock Pouch Bags (4 inch x 7 inch, Transparent)	Standard company	Nos.	
134	Abdomen Usg Form Size A4 Size (1x100 Pages/Book)As Per Sample	Standard	Nos.	
135	Admission And Discharge Form 23 VBCH Print Pages/Set As Per Sample	Standard	Set	
136	Admission Paper (First Page) (1X100 Pages/Book) As Per Sample	Standard	Nos.	
137	AIC Letter Head Size A-4 Size Bond Paper Multi Color Printed As Per Sample	Standard	Nos.	
138	Anc Card (Yellow Color) As Per Sample	Standard	Nos.	
139	Anesthesia Record Form A-3 Size (Yellow Paper)	Standard	Nos.	
140	Anesthesia Safety Check list A4 size (1x100 Pages/Book) as per sample	Standard	Nos.	
141	Answer sheet Supplementary 4 Pages Full Scape Plain for College of Nursing, Silvassa	Standard	Nos.	
142	Answer sheet Supplementary 4 Pages Full Scape with NAMO Medical College Print	Standard	Nos.	
143	Answer sheet Supplementary 8 Pages Full Scape with NAMO Medical College Print	Standard	Nos.	
144	Application Form For Birth Certificate A-4 Size (1X 100 Pgs/Book) As Per Sample	Standard	Nos.	
145	Canvas Paper Bag 14X20 inch Multicolour VBCH Print For MRI /CT Scan as per sample	Standard	Nos.	
146	Case Paper A-5 Size As Per Sample with DHMS print	Standard	Nos.	
147	Clinical Graphic Record Temperature Chart (1x100 Pgs/Book) A4 size as per sample	Standard	Nos.	
148	Consent Form For Anesthesia (Hindi/English) (A-4 Size 1X100 Pgs/Book) As Per Sample	Standard	Nos.	
149	Consent form for HIV Testing (Hindi/English) 1x100 Pgs/Book A4 Size as per sample	Standard	Nos.	
150	Consent Form For Performing A Procedure Or Surgery (Hindi/English) (A/4 Size 1X100 Pgs/Book) As Per Sample	Standard	Nos.	
151	Consent form for Performing Clinical Procedure (Hindi/English) A4 size 1x100 Pgs/Book as per sample	Standard	Nos.	
152	Consent Form For Transfusion Of Blood / Blood Component (Hindi/English) (A-4 Size 1X100 Pgs/Book) As Per Sample	Standard	Nos.	
153	Dialysis Flow Chart F/C Size (1X100 Pgs/Book) as per sample	Standard	Nos.	
154	Dietary Details Of Indoor Patients Register as per sample (1x100 Pgs/Book)	Standard	Nos.	
155	Doctors Order A-4 Size (1X100Pgs/Book)	Standard	Nos.	
156	Drug Dispensing Sticker (VBCH) As Per Sample	Standard	Nos.	
157	Form - 1 Birth Report Register A-3 Size (1X100 Pgs/Book) As Per Sample	Standard	Nos.	
158	Form - 4 A (See Rule 7) Medical Certificate of Cause of Death (1x100 Pgs/Book) as per sample	Standard	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
159	Form For Maintenance Of Record In Case Of Prenatal Diagnostic Test/Procedure By Genetic/Clinic/Ultrasound Clinic/Imaging A-3 Size As Per Sample with Duplicate copy (1x200 Pages/Book)	Standard	Nos.	
160	Gate Pass (Green Color) As Per Sample	Standard	Nos.	
161	Gate Pass (Red Color) As Per Sample	Standard	Nos.	
162	Gate Pass As Per Sample With Duplicate Copy A4 Size (1X200 Pgs/Book)	Standard	Nos.	
163	Indoor Feedback Form (Hindi,Gujarati) Size A-4 (1X100 Pgs/Book) As Per Sample	Standard	Nos.	
164	Indoor Sheet A4 size (1x100 Pgs/Book) as per sample	Standard	Nos.	
165	Lab Form (1X100 Pages) (V) As Per Sample	Standard	Nos.	
166	Labour Room Register A3 size 400 Pages/Book as per sample	Standard	Nos.	
167	Main Answer sheet 12 Pages Full Scape with NAMO Medical College Print	Standard	Nos.	
168	Main Answer sheet 16 Pages Full Scape with NAMO Medical College Print	Standard	Nos.	
169	Medical Examination Report (1X100 Pages/Book) As Per Sample	Standard	Nos.	
170	Medical Legal Certificate Form (1X100 Pages/Book) F/C Size As Per Sample	Standard	Nos.	
171	MRI Form Size A-4 (Double Side Multi Colour Printed) , 100 Gsm As Per Sample	Standard	Nos.	
172	New Born Baby Sheet A4 size 1x100 Pgs/Book as per sample	Standard	Nos.	
173	Nurses Assessment And I/O Chart (1X100 Pages/Book) (V) As Per Sample	Standard	Nos.	
174	Nurses Note (1X100 Pages/Book) (V) As Per Sample	Standard	Nos.	
175	OPD Register for Dental Dept 4 Quire DHMS Print as per sample	Standard	Nos.	
176	Operation List Form Size F/C (1X100 Pages/Book) As Per Sample	Standard	Nos.	
177	Operative Note A-4 Size (1X100 Pgs/Book) As Per Sample	Standard	Nos.	
178	OT Appointment Card Size 4" X 5.5" Both Side Print As Per Sample	Standard	Nos.	
179	Others Note A-4 Size (1X100 Pgs/Book)	Standard	Nos.	
180	Patient Transfer Form (1X100 Pgs/Book) As Per Sample	Standard	Nos.	
181	PM Form Memorandum Autopsy (8 Pages/Set) As Per Sample	Standard	Nos.	
182	Prescription Pad Regular Size	Standard	Nos.	
183	Progress Note Double Side Printed (1X100 Pgs/Book) As Per Sample	Standard	Nos.	
184	Refer Note A4 size 1x100 pgs/Book as per sample	Standard	Nos.	
185	RKS Letter Head Size A-4 (Bond Paper)	Standard	Nos.	
186	Safe Child Birth Check List (A-3 Size) as per Sample	Standard	Nos.	
187	Sickness Certificate F/c Size (1x100 Pages/Book) DHMS Print as per sample	Standard	Nos.	
188	Sterility Book A4 Size 1x100 pgs/Book as per sample	Standard	Nos.	

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Sr. No.	Particulars	Required Mfg. Company	Unit/ Rate	Offered Company
189	Sterilization Record CSSD A4 size 1x100 Pgs/Book as per sample	Standard	Nos.	
190	Stock Register 16 Quire as per sample	Standard	Nos.	
191	Surgeon Tray List F/C size 1x100 pgs/Book as per sampel	Standard	Nos.	
192	Surgical Safety Check list A4 size (1x100 Pages/Book) as per sample	Standard	Nos.	
193	USG Form size 1/8 with DHMS Print (1x100 Pags/Book) as per sample	Standard	Nos.	
194	X-Ray Cover 11.5 X 14.5 Multicolour Printed as per sample	Standard	Nos.	
195	X-Ray Cover 8.5 X 10.5 Printed Multicolour Printed as per sample	Standard	Nos.	
196	X-Ray Form Multi Color Print Size 1/8 (1 X 100Pgs/Book) as per sample	Standard	Nos.	

Signature of Suppliers / Dealers
With Rubber Stamp

Sd/-
Member Secretary
Rogi Kalyan Samiti
Shri Vinoba Bhave Civil Hospital
“Tel.No.0260-2642940, 2640615”
email ID: svbch.sil@gmail.com