



## **Request for EOI for Printing of TB India-2018 & Wall Posters for RNTCP**

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### **Summary:**

- 1) Total copies to be Printed and Published :-
  - a) 1,000 copies of TB India 2018
  - b) 1,000 copies of Wall Poster
- 2) Earnest Money Deposit: Rs. 10,000/-.
- 3) Bid submission Date: On or before 16<sup>th</sup> February' 2018 (Friday), up to 12:00 PM
- 4) Bid opening Date: 16<sup>th</sup> February' 2018 (Friday), 3:00 PM

- In case of any information, please contact at:

**011- 20361130 / 9717565707 (Ashish Choudhary, Sr. Consultant-DLS)**

**No. Z-18011/01/2017-TB**  
**Directorate General of Health Services**  
**(Central TB Division)**

**Ministry of Health & Family Welfare**  
**Nirman Bhavan, New Delhi-110108**  
**Dated: 30.01.2018**

**Sub: Re-tender - Rate Quotation for Printing of TB India-2018 & Wall Posters for RNTCP.**

Sir,

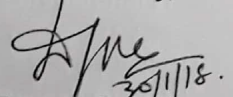
In continuation of letter of even no. dated 06.12.2017, it is for information of all that the process regarding request for quotation for Printing of 1,000 bound copies of Central TB Division annual Publication "TB India 2018" and "Printing of 1,000 wall posters" has been cancelled and recommended for re-tender.

Accordingly, quotations are again invited from the empanelled printers maintained by the Directorate of Printing, New Delhi for Printing of 1,000 bound copies of Central TB Division annual Publication "TB India 2018" having detailed national database of RNTCP implementation in India along with Printing of 1,000 wall posters. "TB India" is a yearly publication of Central TB Division (CTD), Directorate General of Health Services (Dte.GHS), MoHFW, Govt. of India and is widely used as reference document by the various stakeholders in the Government, various partners, institutions and NGO's as a status report of the TB control activities in India.

1. The soft copy of the manuscript for the publication will be given by CTD on CD/Pen drive (having data compiled with the help of the software MS-Excel/MS-Word etc.) besides a hard copy thereof to the successful bidder along with the print order. Visualization and system planning for printing of all the Sections/Chapters, separators (one for each major chapter) cover page and graphs/charts as provided by CTD will have to be done by the bidder selected for the work. **The printer will be given 15 (Fifteen) calendar days for all the jobs.** These jobs which include receiving print order from CTD (to begin with), preparing/checking proofs, Camera Ready Copy etc. and delivery of all the printed bound copies and CD having printed copy both in PDF and PageMaker format as well as 10 CDs to **Deputy Director General (TB), Central Tuberculosis Division, Directorate General of Health Services, Room No. 522, C Wing Nirman Bhawan, New Delhi, 110011.** **These 15 days will exclude days to be given to CTD for approval of the final proof made by the printer.** The manuscript and other materials as given by CTD will have to be returned by the printer to CTD immediately after completion of work.
2. Printing of the aforesaid CTD publication including the cover page, separators and graphs/charts etc. will be done through offset process and should be of a very high quality and of International Standards.
3. The quotation for printing of 1,000 copies each of TB India 2018 and wall posters should be given separately as per the tender form only.
4. For Colour Scheme & Paper specifications for Printing, bidder may refer to the Tender Form (Annexure-I) available at [www.tbcindia.gov.in](http://www.tbcindia.gov.in)
5. A colour dummy indicating, inter-alia, the general set up of the matter and colour scheme will be required to be submitted to CTD by the printer for approval by the CTD. Only after such an approval, the printer should start final printing.

6. The printer at his/her own cost will deliver all the printed copies of CTD to Deputy Director General (TB), Room No. 522-C Wing, Central Tuberculosis Division, Directorate General of Health Services, Nirman Bhawan, New Delhi, 110108.
7. The Earnest money (EMD) of **Rs.10,000/- (Ten 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. Quotation received without earnest money will not be entertained.
8. The bidder is required to submit sealed quotations duly typed. The sealed covers containing quotations should be addressed to **Deputy Director General (TB), Central TB Division, Directorate General of Health Services, Room No. 522-C Wing, Nirman Bhawan, New Delhi, 110011 and delivered in the office on or before 16<sup>th</sup> Feb' 2018 (Friday), upto 12:00 PM.**
9. The copy of the earlier publication "TB India 2017" can be inspected on any working day up to 15<sup>th</sup> February 2018 at the above address. **Copy of TB India-2017 is also available at [www.tbcindia.gov.in](http://www.tbcindia.gov.in)**
10. The quotation and the sample sheets to be submitted in separate sealed covers may be duly superscribed as: -
  - i) Quotations for Printing "1,000 copies of TB India 2018" and 1,000 Wall Posters of RNTCP, marked "Quotation for CTD" on the top of the envelope.
  - ii) Sample sheets for Printing of the "TB India 2018" & Wall Posters, marked "Sample sheet for TB India 2018 & Wall Posters" on top of the envelope.
11. The bidder must sign with name, date, address, telephone nos. and other necessary details each page of quotation/tender form and Annexure-II and Annexure-III, while submitting them to CTD. Each such page must be affixed also with the bidder firm's stamp.
12. Quotations will be opened **on the same day i.e. 16<sup>th</sup> February, 2018 (Friday) at 3.00 PM** at Central TB Division on the above address mentioned at Sr. No. 08. Bidder or his/her representative (if they so wish) may be present at the time of opening of the quotations.
13. Tenders incomplete in any respect and /or received late will be summarily rejected. The Government reserves the right to reject any/all quotations without assigning any reason.
14. For Tender Form (Annexure-I), General Conditions of the Contract (Annex-II) and Penalty Clause (Annex-III), bidder may visit [www.tbcindia.gov.in](http://www.tbcindia.gov.in)
15. Any updation or information with regard to the said tender will be published on [www.tbcindia.gov.in](http://www.tbcindia.gov.in) only.

Yours faithfully,

  
(Dr Devesh Gupta)  
Addl. DDG(TB)  
Tel: 011-23061130  
E-mail: [drugs@rntcp.org](mailto:drugs@rntcp.org)

**ANNEXURE - I**  
**TENDER FORM**

**PRINTING OF “TB India 2018 and Wall Poster for RNTCP”**

1.	<b>Description:</b>	Printing of publication, namely  a) <b>TB India 2018</b> b) <b>Wall Poster for RNTCP</b>
2.	<b>Size</b>	<b>Publication : 10.75 inches x 8.25 inches</b>  <b>Wall Poster : 35.50 inches x 23.25 inches</b>
3.	<b>Quantity</b>	Publication: 1,000 (One thousand) copies  Wall Poster: 1,000 (One thousand) copies
4.	<b>No. of pages</b>	Manuscript will be of around 150 pages including graphs/charts. The manuscript has to be arranged in the manner (font and colour schemes) as directed by CTD. Camera-ready copy (CRC) will have to be prepared by the printer.
5.	<b>Increase/Reduction in text/data pages and calculation (on pro-rata basis) for increase/reduction in charges</b>	(i) No additional charges will be paid upto 10% of extra pages (till 165) text/data pages.  (ii) Beyond the above limits, charges for additional pages will be calculated on pro-rata basis for which the cost per page must be provided. This means that if no. of pages is more than 165, CTD will pay additional charges calculated on pro-rata basis while making payment to the printer.
6.	<b>Style of Printing</b>	Entire printing is to be done through multi colour offset process using P.S. plates in multi colour machine for high quality output. Printing should be of <u>very high quality and of international standards</u> .
7.	<b>Binding</b>	Binding should be done properly and firmly to ensure sheets are not loose.
8.	<b>Delivery period</b>	The printed copies of publication and poster are to be positively delivered to <b>Deputy Director General (TB), Central Tuberculosis Division, Directorate General of Health Services, Room No. 522, C Wing Nirman Bhawan, New Delhi, 110108 within 15 (Fifteen) calendar days</b> (excluding the time taken by CTD in approval of proof etc.) of the placing of print order for printing of the publication. The printing press will have to invariably and thoroughly examine each proof (prepared by the press) to identify all errors/gaps /deficiencies etc. and rectify them fully and properly at its own level so as to ensure <u>100% error free work</u> before seeking approval of CTD. Along with printed copies, the printer must invariably give CTD a CD having the printed copy both in PDF format and PageMaker file so that it can be put on the website of CTD immediately. No additional payment will be made to the printer for such CD having the printed copy in PDF and Page Maker formats.

9.	<b>Paper and Colour Scheme</b>  ii)  iii)	<b>Cover page:</b> Art card matt of superior quality (milk white) of 300 GSM with lamination, in four/multi colours printing.  <b>Text/data/graphs pages:</b> Art Paper matt of superior quality (milky White) of 130 GSM, in four/multi colours printing.  <b>Wall Posters for RNTCP:</b> 150 GSM imported art paper matt with lamination and four/multi colours printing.
	<b>Sample Sheets</b>	Three sample sheets - 1 <sup>st</sup> for Cover Page and 2 <sup>nd</sup> for inner pages such as Separators, Graphs/charts and text/data pages with the above specifications should be submitted, clearly indicating the thickness, size, weight, mill brand etc. on each sheet which must be duly signed by the bidder with date, name & address telephone nos. etc. at the bottom corner of each sheet. All the sample sheets put together may be submitted in a separate sealed covers.
	<b>Specimen copies</b>	While submitting the quotations, the bidder may submit at least three different specimen copies of the publications (especially those having a great deal of data, separators, graphs/charts, Indian map etc.) of Government Department or Public Sector Undertaking, printed by the bidder as well as a sample of Posters with the given specifications.
10	<b>Preparation of Colour Dummy/Camera Ready Copy(CRC) and arranging of Manuscript</b>	The manuscript is to be arranged and the text/figures pages and also the cover page, as directed by CTD.
11.	<b>Prices</b>	Printer should give separate cost for :  1. 1,000 copies each of TB India 2018 and 2. 1,000 Wall Poster for RNTCP  Prices shall be inclusive of the entire operations and materials involved and delivery of all the 1,000 Printed books & 1,000 Posters to Central TB Division.
12	<b>Earnest money</b>	The Earnest money of Rs. 10,000/- (Ten 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. <b>Quotation received without earnest money will not be entertained.</b> Earnest money received from the unsuccessful tenders will be refunded without interest within fifteen days after awarding the tender. EMD amount of Rs. 10,000/- of the firm, which is awarded the tender, will be refunded without interest within one month of receiving the printed copies of the publication.
13	<b>(a) Penalty for delay</b>  <b>(b) Penalty for bad quality of work/</b>	If the printed copies of TB India-2018 and posters are not delivered to CTD in time, the penalty would be as prescribed in Annexure II and Annexure III

	<b>materials</b>	If the quality of materials used and/or quality of printing etc. are not as per terms and conditions agreed to by the printer, penalty will be imposed as per Annexure-II.
14	<b>GST / Service Tax or any applicable charge/s</b>	<p><b><u>TO BE QUOTED EXTRA</u></b></p> <p><b>If GST / Service Tax or any other applicable charges is not quoted separately, the rate shall be deemed to be inclusive of GST / Service Tax &amp; applicable charge/s.</b></p>
15	<p><b>Printing Cost for TB India-2018</b></p> <p><b>15.a) Total Printing cost including paper/art card cost and all other charges : GST / Service Tax / other applicable charges, if any</b></p> <p><b><u>OUT OF ABOVE PRICE QUOTED, PLEASE INDICATE</u></b></p> <p>----- -</p> <p><b>15.b) Total GST / Service Tax / other applicable charge/s, if any (which is already included in the Total Cost mentioned in item no.15.a</b></p> <p>----- -</p> <p><b>15.c) Cost of one additional text/data page, including printing cost &amp; all applicable charges (see item 5 of this tender form) on pro-rata basis.</b></p>	<p><b>Rs. (in figures) :</b></p> <p><b>Rs.(in words) :</b></p> <p>-----</p> <p><b>Rs. (in figures) :</b></p> <p><b>Rs.(in words) :</b></p> <p>-----</p> <p><b>Rs. (in figures) :</b></p> <p><b>Rs.(in words) :</b></p>

16	<p><b>Printing Cost for Wall Posters</b></p> <p><b>16.a) Total Printing cost including paper/art card cost and all other charges : GST / Service Tax / other applicable charges, if any</b></p> <p><u>OUT OF ABOVE PRICE QUOTED, PLEASE INDICATE</u></p> <p>-----</p> <p>-</p> <p><b>16.b) Total GST / Service Tax / other applicable charges, if any (which is already included in the Total Cost mentioned in item no.16.a</b></p>	<p><b>Rs. (in figures) :</b></p> <p><b>Rs.(in words) :</b></p> <p>-----</p> <p>-</p> <p><b>Rs. (in figures) :</b></p> <p><b>Rs.(in words) :</b></p>
17	<p>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 given to me/my firm.</p>	<p><b>Name, Signature of the Printer with seal</b></p>
18	<p><b>Complete Address of the Printer with Contact details</b></p>	

**GENERAL CONDITIONS OF THE CONTRACT**

**For**

**PRINTING OF “TB India 2018 and Posters for TB India”**

**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, in accordance therewith. If execution of the job is not in accordance with the specifications and/or terms and conditions, inter alia, penalty/ black listing of the printer and /or any other penalty as deemed fit by CTD will be imposed on the printer. The books supplied may also be rejected without any compensation. The decision of the DGHS, Ministry of Health and Family Welfare in this regard shall be final and binding 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, inter alia. The CTD, Dte.GHS, MOHFW will provide only manuscript (both hard and soft copies) to be printed. Camera ready copy will be prepared by the press itself.
- 4. Different colours of quality inks are to be used as per layout/design approved by CTD.
- 5. The printer will invariably convert soft copy (in Ms-Excel or so) given by CTD 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 CTD for approval. After getting such a proof for approval, if CTD 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 CTD.
- 7. The printer shall require getting a colour dummy/CRC approved by CTD before starting printing copies of the publication.
- 8. All the material including manuscript, floppies/CDs etc. supplied by CTD will be returned by the printer to CTD 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 CTD so that the publication can be immediately put up on



CTD'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 CTD.
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 DGHS (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, inter alia, the penalty will be imposed as per Annexure- II and III, 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 DGHS, 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 DGHS.
  - d) To impose any other penalty as deemed fit by the DGHS.
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.

- 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 CTD for payment together with receipted delivery vouchers for the supplies made.

**Signature of the Printer alongwith  
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 “TB India 2018 & Poster for TB India ”**

<b>PERIOD OF DELAY</b>	<b>PENALTY</b>
For 1 day	2% of the contract amount of the bill.
For 2 day	4% of the contract amount of the bill.
For 3 day	6% of the contract amount of the bill.
For 4 day	8% of the contract amount of the bill.
For 5 day	10% of the contract amount of the bill.
For 6 day	12% of the contract amount of the bill.
For 7 day	14% of the contract amount of the bill.
For 8 day	16% of the contract amount of the bill.
For 9 day	18% of the contract amount of the bill.
For 10 day	20% of the contract amount of the bill.
More than 10 days	Contract will be cancelled unilaterally and necessary action will be initiated.

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)