

Administration of
UT of Daman & Diu.,
Office of the Directorate,
Medical & Public Health Department,
“Tel.No.0260-2230570, 2230508”

No. 3/103/DMHS/P&T/Stationery/2017/6287

Daman.
Date: 26 /07/2017

E-Tender Notice

The Director of Medical and Health Services, Daman & Diu on behalf of President of India, invites on line tender on <https://www.nprocure.com> from the Manufactures / Authorized Dealers / Suppliers for purchase of Stationery for CHC/PHC and Govt. Hospital Daman.

Sr. No	Particulars	Estimated Cost	(E.M.D.) Earnest Money Deposit	Tender Fees (Non-Refundable)	e-Tender ID No.
1	Purchase of Stationery for CHC,PHC's & Government Hospital, Daman.	₹.9.99 Lacs	₹.25,000/-	₹.1,000/-	269220

Bid document downloading Start Date	:	26.07.2017
Bid document downloading End Date	:	26.07.2017, 12:00 Hrs.
Last Date & Time for receipt of Bid	:	16.08.2017, 14.00 Hrs.
Preliminary Stage Bid Opening Date	:	16.08.2017, 15.00 Hrs.
Technical Stage Bid Opening Date	:	16.08.2017, 15.30 Hrs

Bidders have to submit Technical Bid and Price Bid in Electronic format only on <https://www.nprocure.com> 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 and EMD 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 <https://www.nprocure.com>, www.daman.nic.in

1. The EMD and Tender Fees should not be forwarded by cash.
2. The Tender Fees will be accepted only in form of A/c payee Demand Draft of any Nationalized or Scheduled Bank of India payable in Daman.
3. The EMD will be accepted in form of FDR /A/c Payee Demand Draft / Bankers Cheque or Bank Guarantee from any Commercial Banks in an acceptable form payable at Daman in favor of under signed.

**E-Tender No._296220 for Purchase of Stationery under
Directorate of Medical and Public Health Department, Daman & Diu for the Year 2017.**

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof. Bidders shall have to post their queries on E-Mail address: dmhs-daman-dd@nic.in.

In case bidder needs any clarification or if training required for participating in online tender, they can contact the following office.

“(n) Code Solution – A division, GNFC Ltd.”,

403, GNFC Info Tower, Bodakdev,

Ahmedabad-380054, Gujarat (India).

E-Mail-nprocure@ncode.in Fax: + 917926857321

Website : www.nprocure.com

Sd/-

Director

Medical & Health Services/

UT of Daman & Diu,

“Tel.No.0260-2230470”

email ID : dmhs-daman-dd@nic.in

Copy to :-

- 1) Field Publicity Officer, Daman for wide publicity in Newspaper.
- 2) NIC, Daman & Diu with a request to publish in Website.
- 3) Accounts Section, DMHS, Daman for information.
- 4) Store Dept, DMHS, Daman for information.
- 5) P&T Department, DMHS, Daman for information.

U.T. ADMINISTRATION OF DAMAN & DIU,
OFFICE OF THE DIRECTOR,
MEDICAL AND HEALTH SERVICES,
DAMAN

Terms and Conditions for the “Purchase of Stationery for CHC,PHC’s & Govt. Hospital Daman.”

❖ **Instructions to Bidders :**

- 1) All Tender Documents can be downloaded free from the website <https://www.nprocure.com>
- 2) All bids should be submitted online on the website <https://www.nprocure.com>
- 3) The user can get a copy of instructions to online participation from the website <https://www.nprocure.com>
- 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 Director
Medical & Health Services,
Primary Health Centre, Moti Daman,
Daman - 396220.
Tel: 0260-2230570, 2230508.**
- 9) All documents scanned/attached should be legible / readable. A hard copy of the same may be send which the department will be use if required. Uploading the required documents in <https://www.nprocure.com> is essential.
- 10) 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 & EMD shall be forfeited.

Keydates:

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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://www.nprocure.com> and the EMD and 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 “Purchase of Stationery for CHC,PHC’s & Govt. Hospital Daman.”

The **EMD** and **Tender Fees** should be enclosed with **BID** only.

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 in favor of **The Director of Medical & Health Services, Daman** from any Nationalized or Scheduled Bank of India payable in Daman.
- c. All tenders must be accompanied by Tender fees as specified in schedule otherwise tender will be rejected.

Earnest Money Deposit ₹.25,000/- :

- a. All tenders must be accompanied by EMD as specified in schedule otherwise tender will be rejected.
- b. The manufacturing units who are placed in Daman are exempted for Earnest Money Deposit. For getting exemption, tenderers have to furnish valid and certified documents along with the tender, otherwise tender will be rejected.
- c. Any firm desires to consider exemption from payment of Earnest Money Deposit, valid and certified copies of its Registration with D.G.S. & D. should be attached to their tenders.
- d. EMD can be paid in either of the form of following:
 - i. A/c Payee Demand Draft
 - ii. Fixed Deposit Receipts
 - iii. Bank Guarantee

In favor of **The Director of Medical & Health Services, Daman** from any Nationalized or Scheduled Bank authorized by RBI to undertake Government Business.

- e. EMD should be valid upto **12 (Twelve Months)** from the date of its issuance.
- f. EMD in any other forms will not be accepted.
- g. EMD/Security Deposit shall be liable to be forfeited in following circumstances:
 - i. Tender is rejected due to failure of supply the requisite documents in proper format or giving any misleading statement or submission of false affidavit or fabricated documents.
 - ii. In case, the contractor does not execute the supply order placed with him within stipulated time, the EMD of the contractor will be forfeited to the Government and the contract for the supply shall terminated with no further liabilities on either party to the contract.
 - iii. Tenderer fails to replace the goods declared to be not of standard quality or not conforming to acceptable standards or found to be decayed/spoilt.
- h. The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them by Demand Draft (as may be convenient to the Tender Inviting Officer if the amount is above ₹.200/-) drawn on any Nationalized or Scheduled Bank payable at Daman. Where this mode of payment is not possible the amount will be refunded at the cost of the tenderer.
- i. Only on satisfactory completion of the supply order for and on payment of all bills of the contractor, as to be admitted for payment, the amount of Security Deposit/Earnest

Money will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed upon.

- j. In case of failure to supply the store, materials etc. ordered for, as per conditions and within the stipulated time, the name articles will be obtained from the tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer and the loss to the Government on account of such purchases(s) shall be recovered from the former contractor Security Deposit/Earnest Money or bills payable. The contractor shall have no right to dispute with such procedure.
- k. The Earnest Money(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Earnest Money required by these conditions.

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 contractor will be recovered from the bill(s) for such articles.
- d. 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.
- e. 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 contractor Security Deposit or payment due of any bill(s) to the extend required.
- 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 contractor 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://www.nprocure.com>
 - 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. Offering an accessory optional even though required to operate the instrument.
 - x. Submission of misleading/contradictory/false statement or information and fabricated/ invalid documents.

- xi. Tenders not filled up properly.
- 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 <https://www.nprocure.com>
- c. Discount offered after price bid opening will not be considered.
- d. The consolidated rates entered in the online website will be taken in to account for preparing price statements. However the tender which is found technically acceptable as well as lowest in terms of evaluated rates only be considered for placing the order.
- e. The Director, Medical and Health Services may seek any clarifications / explanation / documentary evidence related to offer at any stage from tenderers if required.
- f. The rate should be quoted in the prescribed form given by the department; **the rate should be valid upto One Year from the date of tenderization.**
- g. All/Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the supplier.
- h. 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.
- i. 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.
- j. 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.
- k. The rate(s) quoted should be strictly for free delivery at FOR CHC Moti Daman and will be valid and operative for supply orders issued within one year from the date of invitation of tenders.
- l. The department shall not take any responsibility of unloading the goods; the successful bidder has to make arrangements for unloading at the site.
- m. Bidder / its sister concerns / companies where its Promoters / Directors either directly or indirectly are involved, should not have ever been blacklisted in tender / supplies by any state/Central Govt . Bidder should submit affidavit in this regard. The bidder should provide accurate information of litigation or arbitration resulting from contracts completed or under execution by him over the last ten years. False affidavit would lead to blacklisting and termination of the contract at any stage. In such cases all the losses that will arise out of this issue will be recovered from the Tenderer / Contractor and he will not have any defence for the same. In case of bidder / principal is involved / penalized under any investigation of CVC or any State/Central Govt. Commission in relation to the similar work project issue; the bid will be out rightly rejected.
- n. The tendered quantity is tentative and the actual purchase can be 20% Less or More than the quantity put to tender for all items and the tenderer is bond to supply such requirement without any demur.
- o. **The tenderer should attached scanned copies of :**
- 1. Experience in field of supply.**
 - 2. PAN No.**
 - 3. GST No/ VAT Reg.**

4. **Terms & Conditions of Tender Documents duly stamped and signed on each pages.**
5. **Schedule of Specifications duly stamped and signed on each pages.**

2. TERMS OF WORK EXECUTION :

- a. Extension of time limit of work order shall be considered by the Tender Inviting Officer. The extension so granted may be without levy of compensation for delay in execution of work the cost of work order 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.
- b. Inspection will be carried out in the premises of DMHS. If goods to be inspected in factory premises all expenditure to be borne by the Tenderer.

3. Bid Evaluation Methodology :

A. **Preliminary Evaluation:** Tender Fee and EMD Submission.

B. **Technical Evaluation:**

- Scrutiny of technical specifications and other relevant documents as asked by the department with the quoted specification.
- Scrutiny of Compliance Statement given by the bidder.
- Technical Demonstration if required.

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

4. PAYMENT TERMS :

- a. 100% of the invoice amount will be paid only after completion of work successfully and submission of Security deposit i.e. 10% of the tender value.
- b. Price escalation clause will not be entertained under any circumstances.
- c. All bills should be in **TRIPLICATE** and should invariably mention the number and date of work order.
- d. All bills for amount above ₹.5,000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding ₹.5,000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- e. Each bill in which Service Tax is charged must contain the following certificates on the body of the bill: **“CERTIFIED”** that the service on which Service Tax has been charged have not been exempted under the Central Service Tax Act or the Rules made there under and the amount charged on account of Service Tax on these service is not more than what is payable under the provisions of relevant Act or Rules made there under”.
- f. No extra charge for transportation, forwarding and insurance etc. will be paid on the rates quoted.
- g. The rates should be quoted only for the work specified in the list of requirement.

Signature of Agency
With Rubber Stamp

Sd/-
Director
Medical & Health Services
Daman & Diu
“Tel.No.0260-2230570, 2230508”

ANNEXURE- B

SCHEDULE OF DOCUMENTS ATTACHED

Sr. No.	Document / Certificate	Uploaded & Enclosed	At Pg No.
A.	General Documents :		
01.	Experience certificate	Yes / No	
02.	PAN No.	Yes / No	
03	GST Reg. / VAT Reg.	Yes / No	
04.	Scan copy of Terms and Conditions of the tender documents duly Stamped and Signed on each page.	Yes / No	
05.	Scan copy of Schedule of Documents correctly filled with Stamped and Signed on each page. (Scope of Work)	Yes / No	
06	Affidavit to be attached / its sister concerns / companies where its Promoters / Directors either directly or indirectly are involved, should not have ever been blacklisted in tender / supplies by any state/Central Govt .	Yes / No	
07.	Annual Turnover Certificate for Last 3 Years duly stamped and signed by CA.	Yes / No	

It is verified that all the certificates / permissions / documents are valid and current as on date and have not been withdrawn/cancelled by the issuing authority. It is further verified that the representants at above, declaration part are as per the format prescribed by the Administration and it is clearly and distinctly understood by me/us that the tender is liable to be rejected if on scrutiny and of these certificates is found to be not as per the prescribed format of Administration.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

Date:

Place:

Sign & Stamp of tenderer.

❖ Scope of Work :

Schedule of Specifications and Allied Technical Details :

**Purchase of Stationery for CHC/PHC & Govt. Hospital Daman under
Directorate of Medical & Public Health Department, Daman.**

Sr. No.	Name of Medicines	Unit	Pack	Company	Approx Qty Required	Company Offered
1	50 pages Register lager paper	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	150	
2	100 pages Register lager paper	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	120	
3	200 pages Register lager paper	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	100	
4	250 pages Register lager paper	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	50	
5	300 pages Register lager paper	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	50	
6	400 pages register	Per No.	1	Rajat, Dilip, Anupam, Jagruti or Equivalent	40	
7	A-3 Size White Computer Paper 75gsm (500 sheet/pkt.)	Per Ream	1	Bilt, Modi, H.P., J.K, Copier	200	
8	A-4 Size White Computer Paper 75gsm (500 sheet/pkt.)	Per Ream	1	Bilt, Modi, H.P., J.K, Copier	300	
9	Ball pen blue	Per No.	1	standard company	2000	
10	Binder 2 flap	Per No.	1	standard company	400	
11	Box file Big size	Per No.	1	standard company	150	
12	Box file Big size (steel slip)	Per No.	1	standard company	150	
13	Brown Tape 2"	Per No.	1	wonder, cello, prime tape or Equivalent	60	
14	Brown Tape 3" - width	Per No.	1	wonder, cello, prime tape or Equivalent	60	
15	Calculator 14 Digit	Per No	1	Casio, Citizen or Equivalent	30	
16	Carbon Paper (Blue) 1x100pic/pkt.	per pkt	1	standard company	120	
17	CD Compaq with cover	Per Nos.	1	standard company	120	
18	Cello Tape 1"- width (Transparent)	Per Nos.	1	standard company	150	
19	CELLO Tape 2"	Per No.	1	wonder, cello, prime tape or Equivalent	100	

**E-Tender No._296220 for Purchase of Stationery under
Directorate of Medical and Public Health Department, Daman & Diu for the Year 2017.**

20	Cello Tape 3”- width (Transparent)	Per No.	1	wonder, cello, prime tape or Equivalent	120	
21	Clip file (plastic coated)	Per Nos.	1	standard company	150	
22	Conference Pad (100 pages)	Per Nos.	1	standard company	150	
23	Conference Pad (20 pages)	Per Nos.	1	standard company	700	
24	Correction Pen 10ml (White ink)	Per Nos.	1	standard company	220	
25	Cover file	Per No	1	standard company	400	
26	Dot Matrix Printer paper 1/8 size (Contains: 3 papers with 2 carbons)	per pkt	1	standard company	8	
27	Drug Dispensing Sticker (WHITE)(1x1000/pkt)	per pkt	1	standard company	750	
28	Envelope Size : 16x12 Green Color netted inside	per pkt	1	standard company	120	
29	Envelope Size : 8x10 Green Color netted inside	per pkt	1	standard company	80	
30	Envelopes size : 7x5 white (cotton with plastic coated)	per pkt	1	standard company	300	
31	Envelopes size : 9x4 white (cotton with plastic coated)	per pkt	1	standard company	180	
32	Envelopes size : 11x5 white (cotton with plastic coated)	per pkt	1	standard company	180	
33	Envelopes cotton with Plastic coated 10 ½ x 9	per pkt	1	standard company	120	
34	Envelopes file size (plastic coated)	per pkt	1	standard company	130	
35	Eraser	per pkt	1	standard company	180	
36	F/S Size Green Computer Paper 75gms (500 sheet/pkt.)	per ream	1	Bilt, Modi, H.P., J.K, Copier	40	
37	F/S Size White Computer Paper 75gms (500 sheet/pkt.)	per ream	1	Bilt, Modi, H.P., J.K, Copier	125	
38	Fevicol 200 gm tube	Per Nos.	1	Fevicol or Equivalent1	110	
39	File binder 4 flap	Per No.	1	standard company	120	
40	File cover with Hospital Print	Per Nos.	1	Standard Quality	410	
41	Flag 4 Color Size 1”x4” (4x100 sheets)	Per No.	1	Post-it, stick, cello or Equivalent	150	
42	Glue Stick non toxic 15gm	Per No.	1	standard company	150	
43	Gum Bottle 300 ml	Per No.	1	standard company	50	
44	Highlighter Marker pen	per pkt	1	standard company	120	
45	I-Pin 400gm 26mm 1x1000 pins/pkt	Per Box	1	Lions, Grip, Rolex, Regular or Equivalent	30	
46	Marker Pen for white board (Black Colour/blue/red)	Per Nos.	1	camlin, Luxor ,sticks, Kores or Equivalent	124	
47	Note Book 200 pages	per Nos.	1	standard company	100	

**E-Tender No._296220 for Purchase of Stationery under
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48	Numbering Ink BLACK	Per No.	1	standard company	15	
49	Paper Cutter	Per No.	1	standard company	53	
50	Pen Drive	Per Nos.	1	Scan disk, Transcend or Equivalent	50	
51	Pencil	Per Box	1	standard company	350	
52	Permanent Marker Pen (Black Colour)	Per No	1	Standard Quality	185	
53	Pin Container with Magnet on Top	Per No	1	Standard Quality	115	
54	Plastic File Cover with Hospital Print Size: A/4	Per No	1	Standard Quality	675	
55	Plastic Folder L Type	Per No	1	Standard Quality	800	
56	POKER STEEL	Per No	1	Standard Quality	20	
57	Punching machine – medium - 500	Per No	1	Kangaro,Classic, Max,Munix or Equivalent	30	
58	Punching Machine Big size No. DP/500	Per No	1	Kangaro,Classic, Max,Munix or Equivalent	20	
59	Punching Machine Small size No. DP/280	Per No	1	Standard Quality	30	
60	Red/Green Thread for noting sheets	per bundle	1	standard company	150	
61	Rubber band (1x100 Pic/box)	per pkt	1	standard company	80	
62	Ruler / Scale 12 Inch. (steel)	Per No	1	standard company	40	
63	Scale size 12” (Stainless Steel)	Per No	1	standard company	45	
64	Scissor (No.008)	Per No	1	standard company	50	
65	Sharpener	Per No	1	Natraj, Camlin or Equivalent	130	
66	Sketch Pen - 2 (1 x 12 pcs/pkt)	per pkt	1	standard company	60	
67	Spring file canvas	Per No	1	standard company	250	
68	Stamp Pad 110mm x 69mm (Plastic Case)	Per No.	1	Natraj, Camel or Equivalent	40	
69	Stamp Pad Ink 100ml (BLACK)	Per No.	1	Natraj, Camel or Equivalent	30	
70	Stamp Pad Ink 100ml (Violet)	Per No.	1	Natraj, Camel or Equivalent	50	
71	Stapler HD-10D Small	Per No.	1	Kangaro,Classic, Max,Munix or Equivalent	50	
72	Stapler machine – No.HD45	Per No.	1	Kangaro,Classic, Max,Munix or Equivalent	25	
73	Stapler Pin No. 10 (20x50)	Per No	1	Kangaro,Classic, Max,Munix or Equivalent	150	

**E-Tender No._296220 for Purchase of Stationery under
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74	Stapler Pin No. 24/6 (20x50)	Per No	1	Kangaro,Classic,Max,Munix or Equivalent	90	
75	Stapler Pin Small No.10-1m 1x1000 pins/ pkt.	Per No	1	Kangaro,Classic,Max,Munix or Equivalent	280	
76	T pin	Per Box	1	standard company	40	
77	Tag size 24” (1x100 lac)	Per Gross	1	standard company	80	
78	U pin (20 Pkt in 1 box) Plastic coated	per pkt	1	standard company	515	
79	White Sticker Roll (1x2000 pic.) Size 1”x 2” for use in Lab.	per pkt	1	standard company	25	
80	White thread for file (cotton)	per bundle	1	standard company	300	
81	Writing pad 50 Pages	Per No.	1	standard company	250	
82	Pen stand	Per No.	1	standard company	45	
83	Tape machine	Per No.	1	standard company	25	
84	Tape machine roller	Per No.	1	standard company	30	
85	Steno writing Pad	Per No.	1	standard company	40	
86	Stamp pad ink	Per No	1	standard company	20	
87	Paper weight	Per No	1	standard company	50	
88	red pen	Per No	1	standard company	100	
89	measure tape	Per No	1	standard company	15	
90	black pen	Per No	1	standard company	200	
91	zipper plastic beg 2’x3inch	Per No.	1	standard company	800	
92	Stamp- Maternal and child health	Per No.	1	Standard Quality	2	
93	Stamp Date for OPD CARDS	Per No.	1	Standard Quality	3	
94	Stamp - Inward	Per No.	1	Standard Quality	2	
95	Stamp senior Citizen	Per No.	1	Standard Quality	2	
96	Stamp OPD card numbering	Per No.	1	Standard Quality	2	
97	Envelopes 4.5”X2.5”(for dispensing loose medicines)	Per Pkt	1	Standard Quality	1500	
98	stock register	Per Nos.	1	Standard Company	40	

**E-Tender No._296220 for Purchase of Stationery under
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99	Muster Roll 2 Quire	Per Nos.	1	Standard Company	35	
100	Stapler machine – No.HD-1213	Per No.	1	Kangaro,Classic, Max,Munix or Equivalent	7	
101	Stapler pin– No.HD-1213	Per No.	1	Kangaro,Classic, Max,Munix or Equivalent	13	
102	KEA POLYPROPYLENE BUTTON BAG	Per No.	1	standard company	10	
103	BINDER CLIP SMALL SIZE	Per Pkt	1	Standard Quality	30	
104	BLACK CLIP BIG SIZE	Per Pkt	1	Standard Quality	25	
105	CD MARKER PEN(black ,blue)	Per Nos.	1	camlin, Luxor ,sticks, Kores or Equivalent	45	
106	PLASTIC TRAY Mediam Size	Per No.	1	Standard Quality	7	
107	SPRING FILE Good quality	Per No.	1	Jagruti or Equivalent	60	
108	PENBLUE (0.5 Pin point)	Per No.	1	Luxor, Uniball or Equivalent	40	
109	PEN RED (0.5 Pin point)	Per No.	1	Luxor, Uniball or Equivalent	25	
110	PEN BLACK (0.5 Pin point)	Per No.	1	Luxor, Uniball or Equivalent	20	
111	GEL PEN	Per No	1	Standard company	102	
112	wall clock	Per No.	1	Standard company	10	
113	date stamp	Per No.	1	Standard Quality	6	
114	x -ray envelopes with hospital name (28X38 CM) for phc moti daman	Per No.	1	Standard Quality	200	
115	x -ray envelopes with hospital name(22X27 cm) with hospital name for moti daman phc	Per No.	1	Standard Quality	800	
116	CT Scan envelops (marwad) with hospital name(35x45cm)	Per No.	1	Standard Quality	700	
117	refil stamp ink(micro ink blue)	Per No.	1	Standard Quality	10	
118	self adhesive label sheets A-4 size	Per No.	1	Standard Quality	40	
119	envelopes size 17x12" white (cotton with plastic coated)	Per No.	1	Standard Quality	80	
120	envelopes size 12x10" white (cotton with plastic coated)	Per No.	1	Standard Quality	80	
121	envelopes size 10x7" white (cotton with plastic coated)	Per No.	1	Standard Quality	80	
122	envelopes size 10x5" white (cotton with plastic coated)	Per No.	1	Standard Quality	80	
123	envelopes size 10x5" white window cover	Per No.	1	Standard Quality	1200	

**E-Tender No._296220 for Purchase of Stationery under
Directorate of Medical and Public Health Department, Daman & Diu for the Year 2017.**

124	envelopes size 10x5" white	Per No.	1	Standard Quality	300	
125	envelopes size 10x5" brown	Per No.	1	Standard Quality	300	
126	envelopes size 9 ½ x 5 ½(inch) white	Per No.	1	Standard Quality	750	
127	envelopes size 9 ½ x 5 ½(inch) brown	Per No.	1	Standard Quality	750	
128	envelopes size 7x4" inch	Per No.	1	Standard Quality	300	
129	PLASTIC FILE COVER(DIFFERENT COLOUR)	Per No.	1	Standard Quality	40	
130	WOODEN TAGS (FULL,EMPTY,NBM,CBR)25 EACH	Per No.	1	Standard Quality	100	

Signature & Designation of
Tender Inviting Officer...

Sd/-
Director
Medical & Health Services/
UT of Daman & Diu,
“Tel.No.0260-2230470”
email ID : dmhs-daman-dd@nic.in

The above terms and conditions are accepted and are binding to me/us.

Place:

Signature of tenderer

Dated:

Name of tenderer with seal of the firm