



Letter No. 6082 /Estt.(BBMC&H)/25

Dt. 18-09-25

### Tender Call Notice for Printing Articles

Sealed tenders are invited from interested / bonafide/ reputed firms/ agencies having adequate experience in taking up the works of composing, proof reading, designing and printing and supply of different printed forms/ Formats/ Booklets/Registers/documents/fixtures etc. The detailed quality, specifications and terms and conditions are available in the website i.e. [www.bbmchbalangir.nic.in](http://www.bbmchbalangir.nic.in) & <https://balangir.odisha.gov.in> which may be downloaded for detailed information. Interested parties may submit their tender super-scribing “**Tender for Printing and supply of Printed Articles**” to the undersigned through Speed post/ Registered post / courier only which should reach on or before **05.30 P.M.** of **Dt.08.10.2025** positively. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

*M Pande*  
*18-09-25*  
Superintendent  
Bhima Bhoi Medical College & Hospital, Balangir  
BBMCH, Balangir



**“Date & Time Scheduled for rate contract towards Printing & Supply of printed articles to BBMC&H, Balangir”**

- Availability of Tender document in website for downloading :18.09.2025
- Date & time of Pre-Bid Meeting :25.09.2025 & 11.30 A.M.
- Last date & time of submission of Tender :08.10.2025 & 05.30 P.M.
- Date & Time of opening of Technical Bid :09.10.2025 & 11.30 A.M.
- Financial Bid Opening will be intimated later on
- Place of Opening of Tender/Bid : O/O. Superintendent, BBMC&H  
Balangir.

**Address for communication:**

Superintendent, New Teaching Hospital, Bhima Bhoi Medical College & Hospital, Balangir  
Near Suktel Office, At- Laltikrapara, PO/ District- Balangir  
PIN Code: 767002  
Email: [gmchospitalbalangir1@gmail.com](mailto:gmchospitalbalangir1@gmail.com)

M.Panda  
18-09-21  
Superintendent  
BBMCH, Balangir



## Terms and Conditions

### 1. Sale of Tender papers/bid documents:

The prospective bidder may download the complete sets of tender documents directly from the website available at [www.bbmchbalangir.nic.in](http://www.bbmchbalangir.nic.in) & [www.balangir.odisha.gov.in](http://www.balangir.odisha.gov.in) and submit the same to Superintendent, BBMC&H, Balangir office along with the Tender paper cost (Application Fees) is Rs.2000/- (Rupees Two Thousand) in shape of Demand Draft (Non-refundable) and EMD amount Rs.30,000/- (Rupees Thirty Thousand) only in shape of Demand Draft drawn for in any Bank regulated under RBI norms in favour of “**Superintendent, Bhima Bhoi Medical College & Hospital, Balangir**” payable at Balangir. The cost of Tender paper and EMD amount should be submitted separately in separate Demand Draft. In case of any Bid amendment and clarification responsibility lies with the bidders to collect the same from the office notice board of Superintendent, BBMC&H, Balangir before last date of submitting the tender document.

### 2. Terms & Conditions:

- The tender shall be submitted in two bid system i.e. Technical Bid & Financial Bid, Financial Bid contains only the price bid and schedule of requirement as per Annexure-II and Technical Bid contains all other documents as per the tender terms and conditions, tender paper cost and all other documents as per eligibility criteria except price format. The Technical Bid & price/Financial bid will be covered in two separate envelopes clearly written on the top of the envelope as Technical Bid for printed articles to Superintendent, BBMC&H, Balangir & Financial Bid for printed articles to Superintendent, BBMC&H, Balangir and these two bids will be covered in a big envelope writing in the top that “Tender for supply of Printed Articles to Superintendent, BBMC&H, Balangir with reference to advertisement No. & date.
- The Bid shall be for the full quantities of all items as per specification in Annexure-I (Form-A). The format of price Bid is specified in Annexure-II (Form-B) which should be used at the time of submission of Bid/Tender.
- The Bid price shall include the all taxes and the bidder’s cost towards transaction insurance, packing & transportation and delivery at the O/o Superintendent, BBMC&H, Balangir including other ancillary cost involved during course of printing.

### 3. Bid Security:

The bidders have to submit the “Bid Security declaration” as per the Format at Annexure-V.

### 4. Performance security:

- The EMD of the successful bidder will be retained as performance security for a period of one year (from the date of the Agreement). The EMD of the unsuccessful bidders will be returned to the respective bidders.
- The EMD of the successful agency will be returned without interest only after successful completion of the work as per the order along with financial invoice payment.

### 5. Pre Bid Meeting:

A pre-bid meeting will be held on dt.25.09.2025 time 11.30 A.M. in the O/o. Superintendent, BBMC&H, Balangir. Interested parties shall attend the meeting to clarify their doubts if any. The authorization letter to attend the meeting by the authorized representatives along with their doubt in written is required to participate in the discussion. The decision in pre-bid meeting will be floated in the website of Bhima Bhoi Medical College web portal. The bidders should submit their bids accordingly.

### 6. Eligibility Criteria for this Tender: -

- Bidders are required to have a registered physical Shop within the Balangir Town to ensure timely delivery and after sales support. The bidder must provide documentary evidence such as a valid Business license or GST Registration Certificate to prove their local presence.

M.Panda  
25/09/25  
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b) The procuring authority reserves the right to verify the bidders local presence through site visits or other means. If a bidder is found to have given misinformation about the local presence, the bid of the such bidder will be summarily rejected.

**7. Eligibility criteria: Bidders shall furnish the following documents in Bid:**

- a) The Technical Bid to be submitted as Annexure-I
- b) The quotation should be as per price format at Annexure-II
- c) Past Performance as per Annexure-III
- d) Undertaking / Declaration Form as per format at Annexure-IV
- e) Bid Security Declaration Format as Annexure-V
- f) Checklist as per Annexure-VI
- g) Required Tender / Bid processing fees in shape of Demand Draft
- h) EMD Amount in shape of Demand Draft
- i) Self-attested copy of PAN Card
- j) Self-attested copy of valid GST Registration Certificate
- k) Self-attested copy of GST returns for the last three months i.e. June-25, July-25 & August-25 / incase of quarterly filling, submit GST return for last quarter(Apr-May-Jun-25)
- l) Self-attested copy IT returns for the F.Y.-2021-22, 2022-23 & 2023-24
- m) Self-attested sample paper of each GSM

The bidder will submit all the above required documents along with tender paper cost in the technical bid: otherwise the technical bid will be rejected if any of the above conditions are not complied with.

**n) Issue of Printing order:**

8.1. The lowest price quoted for each item shall be selected as L1 and the bidder quoting such price will be awarded contract for printing & supply of that particular article.

8.2. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.

- o) Each Bidder shall submit only one price Bid for each item, alternative offer will be rejected.
- p) Notwithstanding the above, the purchase committee reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all quotations at any time prior to the issue of purchase order.
- q) Before printing, the supplier should submit proof copy for necessary verification for final printing, otherwise the wrong printed articles shall not be accepted by Superintendent, BBMC&H, Balangir and no payment will be made for those items.
- r) The delivery should be completed within 07 days from the date of receipt of the approved final proof of printing.
- s) The selected firm shall complete the final proof approval within 03 days of the receiving the order, in case of any delay in collecting sample from the Superintendent, BBMC&H, Balangir submission of proof copy of verification and finalization within 03 days, the firm will be penalized.
- t) The supply of printed articles should be completed within the allowed time as per order. Any delay by the supplier in the delivery of the items shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof, subject to maximum of 10% of purchase order value which will be deducted from the total payment due.
- u) The payment will be made after delivery of printed articles as per approved final proof copy for printing along with the soft copy for records.
- v) The tender documents should be numbered and arranged as per the check list specified at Annexure-VI
- w) If the selected firm fails to execute the order, the performance security will be forfeited and the firm will be debarred from supply of articles to the BBMC&H, Balangir for three years.



OFFICE OF THE SUPERINTENDENT BHIMA BHOI MEDICAL COLLEGE & HOSPITAL, BALANGIR  
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E-mail: [gmchospitalbalangir1@gmail.com](mailto:gmchospitalbalangir1@gmail.com)



- x) Any legal dispute arising out of this, the matter will be confined to jurisdiction of Balangir district only.
- y) Bidders / their representative may remain present during the opening of tender at time **11.30 A.M.** on Date **09.10.2025**. In case the day will be a Govt. Holiday the tender will be opened in the next working day at time 11.30 A.M. at mentioned venue. No request for change of time, date or venue will be entertained on any ground from bidders. Even if no bidder or their representative remain present in the scheduled time, the Bid will be opened & no complain / objection will be entertained.

*M.Pand*  
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Bhima Bhoi Medical College & Hospital, Balangir  
BBMCH, Balangir



**ANNEXURE-I**

FORM -A: Technical Bid

**List of Printing Articles of BBMC&H, Balangir**

Sl. No.	Name of Items (Each item)	Size/Specifications
1	OPD Prescription	1/4 Single side print 60-70 GSM PAPER
2	Urine/Stool Report	1/8 Both side print 60-70 GSM PAPER
3	Hematology Report	Demy 1/4 both side print 60-70 GSM PAPER
4	Cytology Reporting Pad	1/8 Demi 60-70 GSM Single Side
5	Histopathology Report	¼ 60-70 GSM Single Side
6	HPLC Requisition Form	¼ 60-70 GSM Paper Single Side
7	Report on Examination of Body Fluids	¼ 60-70 GSM Paper Single Side
8	Cervical PAP Smear Report	¼ 60-70 GSM Paper Single Side
9	Serology Report	1/4 Single side print 60-70 GSM PAPER
10	Microscopy of Stained Smears Form	1/4 Single side print 60-70 GSM PAPER
11	Culture and Sensitivity Form	1/4 Single side print 60-70 GSM PAPER
12	Bio-Chemistry Reporting Pad	¼ 60-70 GSM Both Side
13	Pathology Stock Register 400 pages	¼ DFC 70GSM LEDGER Both Side
14	Pathology Register 400 pages	¼ DFC 70GSM LEDGER Both Side
15	Microbiology Register 400 pages	¼ DFC 70GSM LEDGER Both Side
16	Biochemistry Register 400 pages	¼ DFC 70GSM LEDGER Both Side
17	Bio-Chemistry Stock Register 400 pages	¼ DFC 70GSM LEDGER Both Side
18	Stained Smear Register	¼ DFC 70GSM LEDGER Both Side
19	Culture and Sensitivity Register	¼ DFC 70GSM LEDGER Both Side
20	Bacteriology Instruction Register	¼ DFC 70GSM LEDGER Both Side
21	Stool Microscopy Register	¼ DFC 70GSM LEDGER Both Side
22	Microbial Sterility Testing Register	¼ DFC 70GSM LEDGER Both Side
23	Cross Matching Report/Compatibility Report	1/6 60-70 GSM Paper Single Side
24	Blood Requisition Form (Blood Storage Unit)	¼ 60-70 GSM Paper Single Side
25	Blood Group Sticker (Yellow, White, Pink & Blue)with self-adhesive	1/16 60-70 GSM Single Side
26	Blood Issue Register Blood Storage Unit	½ Demi 70 GSM Both Side
27	Donor Grouping Register Blood Storage Unit	½ Demi 70 GSM Both Side
28	Issue Register for Blood Storage Unit	½ Demi 70 GSM Both Side
29	Cross Matching Register Blood Storage Unit	½ Demi 70 GSM Both Side
30	Master Record for Blood & Its Component	½ Demi 70 GSM Both Side
31	Daily Stock Register for Blood Storage Unit	½ Demi 70 GSM Both Side
32	Ultrasound Report pad	Cedar 100 GSM A4 size Paper Single side
33	Sonography Report Pad	Cedar 100 GSM A4 size Paper Both side
34	Ultrasound Requisition format	A4 single side print 60-70 GSM PAPER
35	X-Ray Requisition format	A4 single side print 60-70 GSM PAPER

M. Pande  
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36	E-Niramaya format	1/4 single side print 60-70 GSM PAPER
37	Medical Indent Format from Empaneled Store	A4 Demi 60-70 GSM Single Side
38	Blood Requisition Form	A4 Demi 60-70 GSM Single Side
39	Discharge Slip	A4 Demi 60-70 GSM Both Side
40	CT Scan Requisition Form	A4 60-70 GSM Paper Single Side
41	Medical Certificate of Cause of Death form (3 Pages)	¼ 60-70 GSM Both Side Both Side
42	Death Report Form	¼ 60-70 GSM Single Side Both Side
43	Requisition for Pathological Examination	¼ 60-70 GSM Single Side
44	Attach Paper	¼ 60-70 GSM Single Side
45	Blood Transfusion Form (Green Color)	¼ 60-70 GSM Single Side
46	Indoor Slip	1/16 60-70 GSM Single Side
47	Requisition form for Investigation	1/8 60-70 GSM Single Side
48	Requisition for Investigation Bacteriology	¼ 60-70 GSM Paper Single Side
49	Microbiology Requisition Form	¼ 60-70 GSM Single Side
50	Delivery Case Sheet Booklet(12 pages)	¼ 60-70 GSM Both Side
51	Labour Room Register	Crown size 70GSM MAPLITHO PAPER
52	Checklist of O&G (LR)	¼ Demi 60-70 GSM Both Side
53	Anesthesiology Checklist	¼ Demi 60-70 GSM Both Side
54	Mothers Information of O&G OT	A4 Paper 60-70 GSM Single Side
55	Informed Consent Form for Blood & Blood Products Transfusion for O&G OT	A4 Paper 60-70 GSM Single Side
56	Admission Register for LR	½ Demi 70 GSM Both Side
57	Consent Form & Check List for O&G OT	¼ 60-70 GSM Both Side
58	O&G OT Form	¼ 60-70 GSM Single Side
59	Surgical Safety Checklist for O&G OT	¼ 60-70 GSM Single Side
60	Infection Prevention Form for Blood Transfusion for O&G OT	¼ 60-70 GSM Single Side
61	Anesthesiology Booklet for O&G OT	¼ 60-70 GSM Both Side
62	Form-C Consent Form (Odia)	1/16 60-70 GSM Paper Both Side
63	Form-I RMP Opinion Form (English)	¼ 60-70 GSM Paper Both Side
64	Sterilization Register for LHV PPC	60-70 GSM Full Demy 100 Sheet Both Side
65	Form II Pad	A4 Size 60-70 GSM Single Side
66	NRC SAM Sheet	Legal Size 60-70 GSM Single Side
67	OPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER
68	IPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER
69	Printed Medicine Indent Format	¼ 60-70 GSM Both Side
70	Audiogram Report for ENT	A4 60-70 GSM Single Side
71	Parental Diagnosis Form	¼ 60-70 GSM Both Side
72	COVID-19 Screening Form	¼ Demi 60-70 GSM Single Side
73	Angikar Patra	¼ Demi 60-70 GSM Single Side
74	Received Death Form	¼ 60-70 GSM Single Side
75	Prescription for Glass	¼ 60-70 GSM Single Side
76	Cataract Surgery Record Form	A4 Size 60-70 GSM Both Side

M.Panda  
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Superintendent  
BBMCH, Balangir



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77	Mahaprayan Services	A4 Size 60-70 GSM Single Side
78	Infection Prevention Audit Form	¼ 60-70 GSM Both Side
79	Hand Hygiene Observation Audit Tool	¼ 60-70 GSM Paper Single Side
80	Daily Inspection Checklist for Matron	A4 60-70 GSM Single Side
81	Bed Head Ticket	Demy 1/4 both side 60-70 GSM PAPER
82	Birth Report format	Demy 1/4 single side 60-70 GSM PAPER
83	SAMMATI PATRA ORIYA	DEMY 1/4 Single side 60-70 GSM PAPER
84	Formats, Forms etc.	Demy 1/4 Single side 60-70 GSM PAPER
85	Formats, Forms etc.	Demy 1/4 Both side 60-70 GSM PAPER
86	Forms, Formats etc.	Demy 1/8 Single side 60-70 GSM PAPER
87	Forms, Formats etc.	Demy 1/8 Both side 60-70 GSM PAPER
88	Forms, Formats etc.	Demy 1/16 Single side 60-70 GSM PAPER
89	Forms, Formats etc.	Demy 1/16 Both side 60-70 GSM PAPER
90	Booklets 4 Pages	Demy 1/4 Single side 60-70 GSM PAPER
91	Booklets 4 Pages	Demy 1/4 Both side 60-70 GSM PAPER
92	Booklets 8 Pages	Demy 1/4 Single side 60-70 GSM PAPER
93	Booklets 8 Pages	Demy 1/4 Both side 60-70 GSM PAPER
94	Booklets 16 Pages	Demy 1/4 Single side 60-70 GSM PAPER
95	Booklets 16 Pages	Demy 1/4 Both side 60-70 GSM PAPER
96	Poster	Demy size 70 GSM
97	Poster	Demy size 90 GSM
98	Leaflet	Demy size 70 GSM
99	Leaflet	Demy size 90 GSM
100	SUN Board with Vinyl	per sq. ft.
101	Flex Banner	with design per sq. ft.
102	Hoarding with fixing	Per sq. ft. printing and fixing
103	Rubber Stamp	per line (including space as a line)
104	Rubber Stamp (Round/Oval shape)	per pc.
105	Automated ink dispensing Rubber Stamps	Per Pc
106	ID Cards	rate as per material specification
107	Stock Ledger for DDC	¼ DFC 70GSM LEDGER Both Side
108	Emergency Patient Register	½ Demi 60-70 GSM Both Side
109	Attendance Pass Receipt Book 100 pages	1/8 Long Demi 60-70 GSM Single Side
110	Fine Collection Receipt Book 100 pages	1/8 Long Demi 60-70 GSM Single Side

M. Panda  
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Superintendent  
BBMCH, Balangir



**Annexure-II**

**FORM-A: FINANCIAL BID**  
**Financial Bid for supply of Printing Articles**

Sl. No.	Name of Items (Each item)	Size/Specifications	Units/ Quantity	Unit price Excluding GST	Unit price Including GST
1	OPD Prescription	1/4 Single side print 60-70 GSM PAPER			
2	Urine/Stool Report	1/8 Both side print 60-70 GSM PAPER			
3	Hematology Report	Demy 1/4 both side print 60-70 GSM PAPER			
4	Cytology Reporting Pad	1/8 Demi 60-70 GSM Single Side			
5	Histopathology Report	¼ 60-70 GSM Single Side			
6	HPLC Requisition Form	¼ 60-70 GSM Paper Single Side			
7	Report on Examination of Body Fluids	¼ 60-70 GSM Paper Single Side			
8	Cervical PAP Smear Report	¼ 60-70 GSM Paper Single Side			
9	Serology Report	1/4 Single side print 60-70 GSM PAPER			
10	Microscopy of Stained Smears Form	1/4 Single side print 60-70 GSM PAPER			
11	Culture and Sensitivity Form	1/4 Single side print 60-70 GSM PAPER			
12	Bio-Chemistry Reporting Pad	¼ 60-70 GSM Both Side			
13	Pathology Stock Register 400 pages	¼ DFC 70GSM LEDGER Both Side			
14	Pathology Register 400 pages	¼ DFC 70GSM LEDGER Both Side			
15	Microbiology Register 400 pages	¼ DFC 70GSM LEDGER Both Side			
16	Biochemistry Register 400 pages	¼ DFC 70GSM LEDGER Both Side			
17	Bio-Chemistry Stock Register 400 pages	¼ DFC 70GSM LEDGER Both Side			
18	Stained Smear Register	¼ DFC 70GSM LEDGER Both Side			
19	Culture and Sensitivity Register	¼ DFC 70GSM LEDGER Both Side			
20	Bacteriology Instruction Register	¼ DFC 70GSM LEDGER Both Side			
21	Stool Microscopy Register	¼ DFC 70GSM LEDGER Both Side			
22	Microbial Sterility Testing Register	¼ DFC 70GSM LEDGER Both Side			

*M. Panda*  
18.09.21  
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23	Cross Matching Report/Compatibility Report	1/6 60-70 GSM Paper Single Side			
24	Blood Requisition Form (Blood Storage Unit)	¼ 60-70 GSM Paper Single Side			
25	Blood Group Sticker (Yellow, White, Pink & Blue)with self-adhesive	1/16 60-70 GSM Single Side			
26	Blood Issue Register Blood Storage Unit	½ Demi 70 GSM Both Side			
27	Donor Grouping Register Blood Storage Unit	½ Demi 70 GSM Both Side			
28	Issue Register for Blood Storage Unit	½ Demi 70 GSM Both Side			
29	Cross Matching Register Blood Storage Unit	½ Demi 70 GSM Both Side			
30	Master Record for Blood & Its Component	½ Demi 70 GSM Both Side			
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32	Ultrasound Report pad	Cedar 100 GSM A4 size Paper Single side			
33	Sonography Report Pad	Cedar 100 GSM A4 size Paper Both side			
34	Ultrasound Requisition format	A4 single side print 60-70 GSM PAPER			
35	X-Ray Requisition format	A4 single side print 60-70 GSM PAPER			
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39	Discharge Slip	A4 Demi 60-70 GSM Both Side			
40	CT Scan Requisition Form	A4 60-70 GSM Paper Single Side			
41	Medical Certificate of Cause of Death form (3 Pages)	¼ 60-70 GSM Both Side Both Side			
42	Death Report Form	¼ 60-70 GSM Single Side Both Side			
43	Requisition for Pathological Examination	¼ 60-70 GSM Single Side			

M. K. S. S.  
18.09.21  
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44	Attach Paper	¼ 60-70 GSM Single Side			
45	Blood Transfusion Form (Green Color)	¼ 60-70 GSM Single Side			
46	Indoor Slip	1/16 60-70 GSM Single Side			
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63	Form-I RMP Opinion Form (English)	¼ 60-70 GSM Paper Both Side			
64	Sterilization Register for LHV PPC	60-70 GSM Full Demy 100 Sheet Both Side			
65	Form II Pad	A4 Size 60-70 GSM Single Side			
66	NRC SAM Sheet	Legal Size 60-70 GSM Single Side			
67	OPD Register	Full demy 100 sheet both side print 60-70 GSM			

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		PAPER			
68	IPD Register	Full demy 100 sheet both side print 60-70 GSM PAPER			
69	Printed Medicine Indent Format	¼ 60-70 GSM Both Side			
70	Audiogram Report for ENT	A4 60-70 GSM Single Side			
71	Parental Diagnosis Form	¼ 60-70 GSM Both Side			
72	COVID-19 Screening Form	¼ Demi 60-70 GSM Single Side			
73	Angikar Patra	¼ Demi 60-70 GSM Single Side			
74	Received Death Form	¼ 60-70 GSM Single Side			
75	Prescription for Glass	¼ 60-70 GSM Single Side			
76	Cataract Surgery Record Form	A4 Size 60-70 GSM Both Side			
77	Mahaprayan Services	A4 Size 60-70 GSM Single Side			
78	Infection Prevention Audit Form	¼ 60-70 GSM Both Side			
79	Hand Hygiene Observation Audit Tool	¼ 60-70 GSM Paper Single Side			
80	Daily Inspection Checklist for Matron	A4 60-70 GSM Single Side			
81	Bed Head Ticket	Demy 1/4 both side 60-70 GSM PAPER			
82	Birth Report format	Demy 1/4 single side 60-70 GSM PAPER			
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90	Booklets 4 Pages	Demy 1/4 Single side 60-70 GSM PAPER			
91	Booklets 4 Pages	Demy 1/4 Both side 60-70 GSM PAPER			
92	Booklets 8 Pages	Demy 1/4 Single side 60-			

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		70 GSM PAPER			
93	Booklets 8 Pages	Demy 1/4 Both side 60-70 GSM PAPER			
94	Booklets 16 Pages	Demy 1/4 Single side 60-70 GSM PAPER			
95	Booklets 16 Pages	Demy 1/4 Both side 60-70 GSM PAPER			
96	Poster	Demy size 70 GSM			
97	Poster	Demy size 90 GSM			
98	Leaflet	Demy size 70 GSM			
99	Leaflet	Demy size 90 GSM			
100	SUN Board with Vinyl	per sq. ft.			
101	Flex Banner	with design per sq. ft.			
102	Hoarding with fixing	Per sq. ft. printing and fixing			
103	Rubber Stamp	per line (including space as a line)			
104	Rubber Stamp (Round/Oval shape)	per pc.			
105	Automated ink dispensing Rubber Stamps	Per Pc			
106	ID Cards	rate as per material specification			
107	Stock Ledger for DDC	¼ DFC 70GSM LEDGER Both Side			
108	Emergency Patient Register	½ Demi 60-70 GSM Both Side			
109	Attendance Pass Receipt Book 100 pages	1/8 Long Demi 60-70 GSM Single Side			
110	Fine Collection Receipt Book 100 pages	1/8 Long Demi 60-70 GSM Single Side			

Date:

Place:

Signature of the Bidder  
Name & Business address:

- In case of discrepancy between unit price and total price, unit price shall prevail.
- We agree to supply the above items in accordance with the specification for total cost as mentioned above within a period of 07 days from the receipt of final proof.

Date:

Place:

Signature of the chief  
Executive of the Agency

*M Pand*  
18-09-21  
Superintendent  
BBMCH, Balangir



**Annexure-III**

**Format for submission of past performance**

Sl. No.	Year	Order No. & Date	Order value (Rs.)	Name of the organization	Order copy page Ref. No.
1					
2					
3					
4					
6					
7					
8					

Date:

Place:

Signature of the Bidder  
Name & Business address:



**ANNEXURE- IV**

(To be submitted in Technical Bid)

**UNDERTAKING / DECLARATION FORM**

I / We ..... having my / our  
 ..... office at ..... Do declare  
 that I/We have carefully read all the terms & conditions of tender of the Superintendent, Bhima Bhoi Medical  
 College & Hospital, Balangir for supply of printed articles. The approved rate will remain valid for a period of  
 one year from the date of approval. I will abide with all the terms & conditions set forth in the Tender reference  
 No. \_\_\_\_\_ date \_\_\_\_\_ / \_\_\_\_\_ / 2025.

**I do hereby declare I/We have not been de-recognized/ black listed by any state Govt. / Union  
 Territory/ Govt. of India/ Govt. organization / Govt. Health Institutions for supply of inferior quality  
 articles/ non-supply.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest money deposit and or  
 performance security Deposit and blacklist me/us for a period of 3 years if, any information furnished by us  
 proved to be false at the time of inspection / verification and not complying with the tender terms & conditions.

I/ We ..... do hereby declare that I/  
 we will print & supply the printed articles to Superintendent, BBMC&H, Balangir as per the specifications as  
 well as Terms & conditions of the above Tender document.

Date: \_\_\_\_\_ Seal with signature of the bidder

Place \_\_\_\_\_

*M. Pandey*  
 18-09-21  
 Superintendent  
 BBMCH, Balangir



**ANNEXURE-V**

**Bid Security Declaration Format**

(On Letter Head of the Bidder)

This is to inform you that M/S. \_\_\_\_\_ (Agency name) shall not withdraw or modify its bid till the validity period of 90 days as mentioned in tender notice advertisement No. \_\_\_\_\_ dated \_\_\_\_\_. We may debar from being considered/ to participate in future for a period of 3 years at “Superintendent, Bhima Bhoi Medical College & Hospital, Balangir” from the date of debarred notice in the following circumstances: (a) If withdraw the bid during the bid validity period of 90 days. (b). If do not respond to request for clarification of the bid submitted by us. (c) if fail to cooperate in bid evaluation process and in case being successful bidder, if fails to sign the agreement in time to furnished performance security/ guarantee.

Name of the Authorized signatory: - \_\_\_\_\_

Designation: \_\_\_\_\_

Official seal: \_\_\_\_\_

Seal & signature of the Bidder



**ANNEXURE-VI**

**CHECK LIST**

Sl. No.	Name of document	Submitted (Yes / No)	Page No.
1	Tender / Bid Processing Fees in shape of Demand Draft		
2	EMD Amount in shape of Demand Draft		
3	Self-attested copy of Valid GST Registration certificate		
4	Self-attested copy of PAN Card		
5	Copy of GST Return of last three months.-June-25,July-25 & August-25/incase of quarterly filling, submit GST return for last quarter(Apr-May-Jun-25)		
6	Copy of Income Tax Return of F.Y.-2021-22, 2022-23 & 2023-24		
7	Proof copy of Past Experience as per Annexure-III		
8	Undertaking/Declaration Form as per Annexure-IV		
9	Bid Security Declaration as per Annexure-V		
10	Self-attested sample paper of each GSM		

Seal with Signature of the Bidder

Contact No. \_\_\_\_\_

M Pande  
18-09-21  
Superintendent  
BBMCH, Balangir

