

REGIONAL CANCER CENTRE

P.O. BOX No. 2417
MEDICAL COLLEGE CAMPUS
THIRUVANANTHAPURAM - 695 011
KERALA STATE



Fax : +91 471 2447454
Phone : +91 471 2442541
Website : www.rcctvm.org
E-mail: webmaster @ rcctvm.org

Limited Tender No 18/RCC/17:18/P5

Dt. 02/08/2017

To

Sir,

Sealed limited tenders are invited in two bid system for the supply of following **Printing of Forms** in Regional Cancer Centre, Trivandrum.

Sl.No	ITEM Name	Quantity
1	File Cover (300GSM tag file)	1500 Nos
2	Brown cover -small with 21" -28"	2000 Nos
3	Brown cover -Large with 25.5"- Length 32'	500 Nos
4	Packed Red Cell issue Report (Booklet with carbon copy)	100X200 pads
5	TPR Chart	100X100 pads
6	Receipt for Chart	100x100 pads
7	Instruction for Radiotherapy (Mal)	5000 Nos
8	Instruction for Chemotherapy (Mal)	1000 Nos
9	Instruction for ECDC, Palakkad (Mal)	15000 Nos
10	Breast Board sit U sheet	100X30 pad
11	Mould room weekly report	100X10 pad
12	Simulator report	100X10 pad
13	Micro selectron HDR	100 Nos
14	Request for Histopathology slide review/inland	1500 Nos
15	Pediatric Oncology investigation chart	1000 Nos
16	ECDC palakkad Registration Proforma	15000 Nos
17	ECDC palakkad Cervical Screening proforma	100x30 pad
18	Radiation physics payment slip	3000 Nos
19	Request for Pharmacy (R/P)	5000 Nos

An autonomous centre sponsored for Cancer Research & Treatment by Government of India and Government of Kerala. Donations to the Centre are exempt under Section 80-G of the I.T. Act, 1961.

20	Brachy Therapy (R/P) Treatment Record and prescription form	100X25 pad
21	Cytology Report Form (ECDC,EKM)	100x100 pad
22	Consent PO	100X100 pad
23	Acute Pain service	100X25 pad
24	Anesthesia Consent (Tamil)	100X25 pad
25	Chemotherapy Consent (mal)	100x100 pad
26	Phamlet for H&N Surgery patient	2000 Nos
27	Diet order sheet B/F/Lunch/Dinner (Half page -Booklet)	200pageX100 booklet
28	Diet order sheet (Tea &Cofee) (Half page Booklet)	200pageX100 booklet
29	CT Simulator report	100X10 pad
30	Consent for PET Scan (Mal&Eng-NM)	100x30 pad
31	Check list PET Scan (NM)	100x30 pad
32	Payment Slip PET Scan (NM)	3000 Nos
33	Instruction for PET Scan patient (ENg)	3000 Nos
34	Instruction for PET Scan patient (Mal)	3000 Nos
35	Instruction for PET Scan patient ENg (NN)	3000 Nos
36	Radiotherapy consent -General Tamil	100x25 pad
37	Consent Chemotherapy Tamil	100x25 pad
38	Prescription Pad -Small	100X1000pad
39	Prescription Pad -large	100X100 pad
40	Instruction for CT (Mal)	1000 Nos
41	Outside Medicine Request	100X100 pad
42	Teletherapy Chart-Card type	5000 Nos
43	Specimen Report - 200 pages	15 Nos
44	Serology Register -200page	2 Nos
45	Request for Histopathology slide	100X150 pads
46	NMC Result Card	10000 Nos
47	Consent Form (All NM test)	100x150 pads
48	Instruction for Bone Scan	100X50 pads
49	Instruction after injection for	100x50 pad

The tender should be submitted in two bid system ie technical bid and financial bid separately. Both envelopes should be properly sealed and should bear the superscription " Limited tender No. 18/RCC/17:18/P5 & should be addressed to the Director, Regional Cancer Centre, Trivandrum.11.

The technical bid should contain

- EMD
- Delivery period
- Payment condition
- Sample of paper with GSM

The financial bid (price bid) should contain

- Price of the printing
- If GST is extra, % of GST should be clearly mentioned

The tenders duly signed and sealed in each page by the tenderer along with necessary documents shall be submitted to the Director, Regional Cancer Centre, Trivandrum.11 on or before 4 PM on **16/08/2017** (Wednesday). Late tenders will not be accepted. The tenderer should enclose the EMD amount of Rs.1518/- by way of Demand draft/Bank Guarantee/ Fixed Deposit in favour of Director, RCC, Trivandrum along with the technical bid which is refundable. Earnest Money Deposit (EMD) is exempted in the following cases. If the tenderer comes in any of the following category, they should submit a self attested copy of the relevant certificate for EMD exemption.

- a) Firms who are registered with the Stores Purchase Department or the Directorate General of Supplies and Disposals, New Delhi are exempted from furnishing EMD for tenders in respect of stores by which they have registered as suppliers of stores.
- b) Micro and small enterprises and Industrial Co-operatives within the Kerala State which are certified as such by the Director of Industries and Commerce or by the General Manager, District Industries Centre are exempted in respect of certified items from furnishing EMD in support of tenders.
- c) The Khadi and Village Industries Co-operative Societies and the Institutions registered under the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 within Kerala State which are certified as such by the Secretary, Kerala Khadi and Village Industries Board are exempted from furnishing EMD in support of tenders.
- d) Micro, Small & Medium enterprises registered with the National Small Industries Corporation Limited, New Delhi and in respect of which competency certificates are issued by the Corporation will be exempted from payment of EMD.

e) Government Institutions/Kerala State Public Sector Undertakings which manufacture and supply stores are exempted from furnishing EMD.

f) Kerala State Small Industries Development Corporation Ltd when it participates in tender on behalf of Small Scale Units will be exempted from furnishing EMD.

The technical bids will be opened at 12 PM on **17/08/2017 (Thursday)** in the presence of such of the tenderers or their authorized representatives who may be present at that time. The financial bids of technically qualified firms will be opened after technical evaluation and the date will be intimated to the tenderers.

Terms and conditions:-

1. The offer should be valid up to 30/12/17
2. Supply period:-Supply should be completed within 15 days from the date of order.
3. Payment:- Payment will be released within a maximum period of 90 days from the date of supply and final acceptance by RCC. RCC has an option to make the payment within 30 days from the date of receipt of material provided 3% of the total bill amount will be deducted. If you wish to avail the benefit that should be mentioned in the tender.
4. The successful tenderer has to submit an agreement in Kerala Stamp paper worth Rs.200/- and a security deposit of 5% of the total value of the order within 15 days from the date of receipt of order. This deposit amount will be refunded after the expiry contract successfully.
5. Director of Regional Cancer Centre, Trivandrum reserves the right to accept or reject all or any tender at his sole discretion without assigning any reasons. For legal purposes, the cause of action will be deemed to have arisen in Trivandrum, Kerala state.
6. Proof should be got approved before final printing .
7. Sample of the Printing items can be seen from Medical Records section of RCC.

Thiruvananthapuram

02/08/2017



DIRECTOR