

ནང་པའི་གསོ་ཤིག་འཛོལ་སྐྱོད་རྒྱུ་ལ།  
གསོ་བའི་ཞབས་ཏོག་ལས་ཁུངས།  
གསོ་བའི་རྩྭ་ལག།  
དཔལ་ལྷན་འབྲུག་གཞུང་།  
ཐིམ་ཕུ།



Institute of Traditional Medicine Services  
Department of Medical Services  
Ministry of Health  
Royal Government of Bhutan  
Thimphu  
P.O. Box 297

No.ADM/01/ITMS/2010/

Date: 2.6.2010

## INVITATION OF QUOTATION FOR PRINTING & SUPPLY OF TRADITIONAL MEDICAL REPORTING MANUALS AND FILE FOR NTMH, ITMS.

### Terms and condition

1. Sealed covers should be addressed to the **Director, ITMS.**
2. Bid should be accompanied by renewed trade license, tax clearance certificate and any other documents.
3. The rates should be inclusives of all taxes which are applicable as per rules.
4. The rates quoted shall be valid for a period of 90 days from the date of issuance of award letter.
5. The winning bidder should complete the works within 30 days from the date of issuance of the award letter.
6. The bidder should be print and supply as per the given specification of paper & materials and visit to ITMS, Administration section for inspection of sample during office hours.
7. The supply must be done in time without being delayed on the scheduled time and if the supply/works failed to complete in the time, a penalty will be imposed @ 1% per week will be levied.
8. The sealed bids should be submitted along with 2% earnest money deposit according to quoted rate amount. Earnest money should be submitted in the form of a demand draft/cash warrant in favour of the Chief Administrative Officer, AFD, Ministry of Health.
9. Successful bidders shall be required to deposit 10% of the quoted amount only as **Performance Security** within 14 days from the date of issuance of work order in the form of demand draft/Cash warrant in favour of the **CAO, AFD, MoH.**
10. Sealed bids must be addressed to the **Director, ITMS** and submitted on or before 12pm on 7.6.2010 to the Administration Section, ITMS and will be publicly opened immediately thereafter.
11. Bills for the printing/supplies will be processed for payment, only upon full completion and acceptance by the NTMH,ITMS.
12. The bidder should furnish the rates/quotes in the format provided under the price schedule and the form containing the terms and conditions should be signed and submitted along with the Bid.

**We agree to the terms and conditions listed above.**

Name of the company/supplier with seal.....

Signature of authorized signatory.....

Signature with legal stamp of Nu. 10/-.....

Date :

འཇམ་པ་འཇིག་གསལ་ལོ་གཤམ་ལྷོ་རྩེ་བ།  
 གསལ་བའི་ཞབས་ཏེ་གཤམ་ལྷོ་རྩེ་བ།  
 གསལ་བའི་ལྷན་ཁག།  
 དཔལ་ལྷན་འབྲེག་གཞུང་།  
 ཐུང་ཕུ།



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**PRICE SCHEDULE**

**Printing & supply of Traditional reporting manuals and file for NTMH, ITMS**

Sl.No	Description	Pages	Quantity	Unit	Unit price (BTN)	Total price
1	Urine analysis training manual Size : A4 Paper colour : Light green Paper : 70 GSM	200 pages	300 Nos.	No		
2	Patient refferrel training manual Size : A4 Paper colour : Conquest ledger paper Paper : 70 GSM					
3	Activity report training manual Size : A4 Paper colour : Red Paper : 70 GSM					
4	Morbidity Report training manual Size : A4 Paper colour : Yellow Paper : 70 GSM					
5	OPD card training manual Size : A4 Paper colour : Conquest ledger paper Paper : 70 GSM					
6	Indicator training manual Size : A4 Paper colour : White Paper : 70 GSM					
7	Diseases reference manual Size : A4 Paper colour : White Paper : 70 GSM					
8	Supply of manual file as per sample 2 ring binder file binding all printed manuals.					
	<b>Total Price</b>					

**Note : Sl.No.1 to 7 manuals are required to bind in manual file.**