



**NEW MANGALORE PORT AUTHORITY  
MEDICAL DEPARTMENT  
PANAMBUR, MANGALORE – 575 010**

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**NO: 3/4/2024-2025/PTH-1**

**Date: 17.10.2024**

**To,  
Prospective Bidders.**

**Sub: Competitive Quotation's requested for Design, Printing and Supply of Identification cards for beneficiaries of New Mangalore Port Authority on rate contract basis for a period of 5 years -Reg.**

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Competitive Quotations are invited from prospective bidders for the work of “**Design, Printing and Supply of Identification cards for beneficiaries of New Mangalore Port Authority on rate contract basis for a period of 5 years**”. Offers addressed to the Chief Medical Officer, Port Hospital should reach this office on or before 28.10.2024, 15.00 hrs. Scope of work, Terms and conditions are listed below.

**Bill of Quantities (BOQ)**

Sl. No	Description	Qty. (Approx.)	Rate in Figure (Rs)	Amount (Rs)	Amount in Words
<b>Part-I Supply and printing of one time ID cards</b>					
1.	Printing and Supply of ID cards for NMPA Beneficiaries on a good quality PVC smart card including printing of the required credentials / details / logos etc. on front and back side of the card as per specifications.	2500 Nos.			
<b>Part-II Supply and printing of ID cards on rate contract basis</b>					
2.	Printing and Supply of ID cards of NMPA Beneficiaries on a good quality PVC smart card including printing of the required credentials / details / logos etc. on front and back side of the card as per specifications.				
a.	First Year	100 Nos.			
b.	Second Year	100 Nos.			
c.	Third Year	100 Nos.			
d.	Forth Year	100 Nos.			
e.	Fifth Year	100 Nos.			
	<b>Total (excluding GST)</b>				

- GST will be paid extra

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## **Terms & Conditions:**

1. The rate quoted shall be firm and exclusive of GST. GST will be paid on submission of documentary evidence.
2. The Quantity mentioned above are indicative only which may increase or decrease as per actual requirement.
3. The successful bidder has to submit the sample of the ID cards in yellow colour ribbon for approval.
4. Please note that no advance payment will be made. The payment will be made based on the actual quantity of ID cards printed and supplied.
5. Master Data in excel sheet format and Photo will be provided to successful bidder for preparation of the ID cards.
6. The designs of the Identity Card and particulars are the sole property of the NMPA, which will be shared with the successful bidder after awarding of the work.
7. The ID cards should be of premium quality and printing shall be long lasting. If it is observed that after short span of time (within 6 months) the printed texts and logos are blurred, the same shall be replaced by the new one free of cost.
8. The one time bulk preparation of ID cards (Part I of the BOQ) shall be completed within **30 days** from the date of issue of work order. However, the requirement as per rate contract on yearly basis, ID cards shall be prepared and submitted to NMPA within 7 days from the date of the data submitted by NMPA.

## 9. **Specifications:-**

### **A. Identity Card:**

**Identity Card Size:** Horizontal Rectangular shape (86mm x 54mm x 0.76mm) with rounded 2.8 mm radius corner.

**Identity Card Type:** Double sided.

**Identity Card Material:** PVC fusing.

**Identity Card Colour:** White (Multicolour printing on both sides)

**Identity Card Surface Finish:** Glossy/Matt.

**Identity Card Printing Type:** Digital Printing.

### **B. Data printing requirement:**

Each Card should contain the following field;

1. Photo
2. Name of the Employee
3. Employee code/PPO Number
4. Blood Group



5. Sign of Authorize Signatory
6. Contact number self and alternate number in case of Emergency
7. Department Name
8. Designation/Class
9. NMPA name and LOGO
10. Details of the beneficiaries with their photo on the back side ( Name & Medical Record No , relation, Blood group, QR Code and Photo )
11. Permanent address
12. A sentence – Any loss of card to be reported to the Card issuing Authority
13. Emergency contact number of NMPA.

**C. QR Code shall contain the following information's:-**

1. Name of the Beneficiary.
2. EC No /PPO Number.
3. Date of Birth :-
4. Department:- if applicable
5. Date of Retirement:-
6. Class:-
7. Address :-
8. Relation : Relation with the Employee/Pensioner/Family Pensioner
9. Blood Group
10. Whether eligible for Medical benefits : Yes/No
11. Mobile No :-
12. Adhaar No :-

**Seal and Sign of the Bidder**

