|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Serial No.** | **Description** | **UOM** | **Qty** | **DELIVERY** |
| **PERIOD (in days after receipt of order)** |
| **1** | **2 pagers** | **Each** | 01 to 49 |  |
| A4 full color both sides printing, 300gsm bond paper | 50 to 149 |  |
| 150 to 499 |  |
| 500 and above |  |
| **2** | **A4 Size report (inner pages: black and white) incl. metal spiral** | **One Page** | 01 to 49 |  |
| Coverage and back in full color (190gsm), black and white for inside pages, metal spiral binding | **One Page** | 50 to 149 |  |
| (standard printing paper: 75gsm) | **One Page** | 150 to 499 |  |
|  |  | **One Page** | 500 and above |  |
| **3** | **A4 Size report (inner pages: full color) incl. metal spiral binding** | **One Page** | 01 to 49 |  |
| Cover page and back in full color (190gsm), inside pages full color (standard printing paper: 75gsm), | **One Page** | 50to 149 |  |
| metal spiral including/glue binding | **One Page** | 150 to 499 |  |
|  | **One Page** | 500 and above |  |
| **4** | **A4 size report (laminated, glue, perfect binding)** Cover page and back in full color (190gsm), inside pages full color (standard printing paper: 100gsm matt), (perfect) binding, 20-300 pages | **One Page** | 01 to 49 |  |
| **One Page** | 50 to 149 |  |
| **One Page** | 150 to 499 |  |
| **5** | **A4 size report (glossy, two staples centerfold)** Cover page and back in full color (190gsm & glossy), inside pages full color and glossy, two staples in the | **One Page** | 01 to 49 |  |
| center of the document | **One Page** | 50 to 149 |  |
|  | **One Page** | 150 to 499 |  |
| **6** | **A4 Size report (inner pages: black and white colors) incl. metal spiral binding** Cover page and back in full color (190gsm), | **One Page** | 01 to 49 |  |
| (standard printing paper: 75gsm) **including metal spiral binding.** | **One Page** | 5O to 149 |  |
|  | **One Page** | 150to 499 |  |
|  | **One Page** | 500 and above |  |
| **7** | **AS size report (inner: Black** & **White color) incl. metal spiral binding** | **One page** | 01 to 49 |  |
| Cover page and back in full color (190gsm), inner | **One page** | 50 to 149 |  |
| pages black and white (standard printing paper: 75gsm), | **One page** | 150 to 499 |  |
|  | **One page** | 500 and above |  |
| **8** | **AS size report (inner: b) incl. metal spiral binding Cover page and back in full color (190gsm), full color (standard printing paper: 75gsm)**, metal spiral/glue binding | **One page** | 01 to 49 |  |
| **One page** | 50 to 149 |  |
| **One page** | 150 to 499 |  |
| **One page** | 500 and above |  |
| **9** | **Job-aids A5 landscape (like a desk-calendar) It consists of cardboard triangle-shape bottom allowing it to stand on desks and steel spiral, laminated and glossy pages, 30 pages, full color and double-sided printing** | **Per unit** | 01 to 49 |  |
| **Per unit** | 50 to 149 |  |
| **Per unit** | 150 to 499 |  |
| **Per unit** | 500 and above |  |
| **10** | **A4 job-aids** | **Per unit** |  |  |
| It consists of cardboard triangle-shape bottom allowing it to stand on desks and steel spiral, | Jan-40 |  |
|  | 41-150 |  |
|  | laminated and glossy pages, full color, double sided |  |  |  |
| printing, 40 pages | 151 and more |  |
| **11** | **Receipt books** | **Per book (50 sets)** |  |  |
| A4 size, 120 gsm, printed cover page, full color printing with 1 original (white) 3 carbon copies (blue/green/yellow), serial numbers per "unit" and perforated on spine side | 01-200 |  |
| 201-500 |  |
| 500 and more |  |
| **12** | **Receipt books** | **Per book (50 sets)** |  |  |
| AS size, 120 gsm, printed cover page, full color printing with 1 original (white) 3 carbon copies (blue/green/yellow), serial numbers per "unit" and perforated on spine side | 01-200 |  |
| 201-500 |  |
| 500 and |  |
| More |
| **13** | **Compliment cards** | **Per box of 200 cards** | 1 box |  |
| 1/3 of an A4 (99x210mm), both sided FC printed according to set-design, paper: 340 gsm | 1-5 boxes |  |
| offset/matt | 5 boxes and more |  |
| **14** | **Flyers** | **One page** | 01 to 49 |  |
| **One page** | 50 to 149 |  |
|  | AS full color both sides printing on 300gsm art card | **One page** | 150 to 499 |  |
| **One page** | 500 and above |  |
| 15 | **Certificates** |  | 01 to 19 |  |
|  | A4 full color on 300 gsm art card with one side printing |  | 20 - 49 |  |
|  |  |  | 50 - 149 |  |
|  |  |  | 150 – 500 |  |
| 16 | **Good Receipt Voucher Book** | **Book** | 01 to 19 |  |
|  | 5 carbon copies in different colors, 50 running numbers to be specified (250 pages in total for all colors). Text print on front page only. | 20 to 49 |  |
|  |  | 50 - 149 |  |
|  |  | 150 – 500 |  |
| 17 | **Waybill book** | **Book** | 01 to 19 |  |
|  | 5 carbon copies in different colors, 50 running numbers to be specified (250 pages in total for all colors). Text printing on front and back. | 20 to 49 |  |
|  |  | 50 - 149 |  |
|  |  | 150 – 500 |  |
| 18 | **Vehicle logbook** | **Book** | 01 – 49 |  |
|  | 50 pages/book. | 50 – 99 |  |
|  |  | 100 - 150 |  |
| **19** | **Vouchers** | **Each** | For 1- 5000 |  |
| **- Type of paper {embossed, UV resistant, Sweat resistant, less transparent, non-glossy, not very thick)** |
| **- Each voucher should be on embossed paper with** UN agency concerned logo **in the background {embedded as water marks)** |
| **- All vouchers should be serialized in SEVEN digit numbers starting 0000001 onwards.** |
| **- Each Serial Number should correspond to only one voucher slip/denomination** | For 5001- |  |
| **- Each counter Slip and beneficiary** | 10000 |
| **voucher should bear same Serial Number** | For 10001 - 15000 |  |
| **- Dimensions of vouchers should be 11 cm long by 10 cm wide for counter-slips and 18.5 cm long by 11 c:m wide for beneficiary slips** | For 15001 - 20000 |  |
| **- Three logos will be applied as indicated above under general conditions - Specifics of logos will be provided before printing** | For 20001 - 25000 |  |
| **- Vouchers should be bound in booklets each containing 100 slips in duplicate** | For 25001 - 30000 |  |
| **{Counter-slip and beneficiary slip)** | For 30001 - 35000 |  |
| **- Vouchers will be bound on the edge** | For 35001 - 40000 |  |
| **(counter slip side) perforated 1 cm from the top/side** | For 40001 - 45000 |  |
|  | For 45001- 50000 |  |
|  | staples with second perforations along the margin between the two slips. |  |  |  |
| - *With varied specifications for each type of voucher to be given by the project manager i.e. milk, fish, vegetable seeds, etc., and* |
| *approval of the sample* |  |  |

**TOOLS/MATERIALS:**

**IDSR**

**IDSR Tools specification for printing – May 2019**

|  |  |  |
| --- | --- | --- |
| **Item** | **Pages** | **Copies** |
| 1. Weekly surveillance form for health facilities (IDSR-1) | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 - 499 |
| 500 - 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Case base investigation form | 1 page in triplicate paper color of white, yellow and blue (bound into a booklet – A3 size) | 0 - 499 |
| 500 - 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Facility Supervision register | 100 pages front and back (bound into booklet – A3 size) | 0 - 499 |
| 500 - 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Standard generic case definitions chart that includes Zika case definition | 1 page, type: PVC material; A1 size | 0 - 499 |
| 500 - 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Cholera flyer | Fact sheet brochure – 3 flaps glossy paper high quality; A4 size | 0 – 2,999 |
| 3,000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 – 11,999 |
| 12,000 – 15,000 |
| 1. Meningitis flyer | Fact sheet brochure – 3 flaps glossy paper high quality; A4 size | 0 – 2,999 |
| 3,000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 – 11,999 |
| 12,000 – 15,000 |
| 1. Cholera line list booklet | 1 page in duplicate paper color of white, yellow and blue (bound into a booklet – A3 size) | 0 – 299 |
| 300 – 599 |
| 600 - 899 |
| 900 – 1,199 |
| 1,200 – 1,500 |
| 1. Cholera control guidelines | A4 size booklet | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Cholera treatment flow chart | A1 size; Type PVC material | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Cholera case definition chart | A4 SIZE PVC material | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Cholera case definition chart (books) | A4 SIZE PVC material | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Cholera stool sample collection chart | A1 size; Type PVC material | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. IDSR training guidelines – Participants manual | A4 size booklet – spiral bound | 0 – 999 |
| 1,000 – 1.999 |
| 2,000 – 2,999 |
| 3,000 – 3,999 |
| 4,000 – 5,000 |
| 1. IDSR training guidelines – Facilitators manual | A4 size booklet – spiral bound | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
| 1. Meningitis control guidelines | A4 size booklet | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. IDSR Technical Guidelines | A4 size booklet – spiral bound | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Outbreak investigation guidelines | A4 size booklet – spiral bound | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. Weekly summary County(IDSR -2) | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 – 399 |
| 400 – 500 |
| 1. Monthly report county(IDSR-3) | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 – 399 |
| 400 – 500 |
| 1. Weekly summary state (IDSR-4) | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 – 399 |
| 400 – 500 |
| 1. Monthly Summary state | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 – 399 |
| 400 – 500 |
| 1. Monthly report state(IDSR-5) | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 – 399 |
| 400 – 500 |
| 1. Log of reported events (Alert)(IDSR-8) | 1 page in duplicate paper color of white, yellow and blue (bound into a booklet – A3 size) | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. Health Facility supervision checklist(registers) | 100 pages from front and back  Bound book | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. County support supervision check list | 100 pages from front and back  Bound book | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Health Facility supervision checklist (books) | 100 pages from front and back  Bound book | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. EWARs Quick start Guide | Booklet (sample available) | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Measles Linelist | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. Meningitis linelist | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. Acute Jaundice Syndrome | 1 page in triplicate paper color of white, yellow and light green x 52 weeks (bound into a booklet – A4 size) | 0 - 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 2,000 |
|  |
| 1. Outpatient Registers 5 years and Old | 1 page in duplicate paper color of white, yellow and blue (bound into a booklet – A3 size) | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |
| 1. Outpatient Register Under 5 years | 1 page in duplicate paper color of white, yellow and blue (bound into a booklet – A3 size) | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 1,999 |
| 2,000 – 3,000 |

**HEALTH SYSTEMS STRENGTHENING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S/No. | Item Description | Specifications for printing | # pgs | Quantity |
|
|
| 1 | Health Sector Strategic Plan | A5, black and white, areal bound | 89 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
| 2 | Basic Package of Health and Nutrition Services | A5, black and white, areal bound | 95 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
|  |
| 3 | Essential Medicines List | A5, black and white, areal bound | 82 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
| 4 | National Health Accounts | A5, color, areal bound | 45 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 5 | Standard Treatment Guidelines –Hospital | A6, black and white, areal bound | 216 | 0 – 149 |
| 150 - 299 |
| 300 – 449 |
| 450 – 599 |
| 600 – 800 |
|  |
| 6 | Standard Treatment Guidelines – Primary Health Care Centers | A6, black and white, areal bound | 174 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
| 600 – 800 |
| 7 | Standard Treatment Guidelines – Primary Health Care Unit | A6, black and white, areal bound | 78 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
| 600 – 800 |
| 8 | HMIS 2017 Report | A4, color, areal bound | 83 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
| 9 | RMNCAH Strategy | A4, black and white, areal bound | 101 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
| 10 | IMNCI Guidelines, exercise | A4, black and white, spiral binding | 198 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 200 – 250 |
| 11 | IMNCI Guidelines training | A4, black and white, spiral binding | 332 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| 12 | IMNCI Chart booklet | A4, color, spiral binding | 88 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
| 13 | Health Indicators Reference Guide | A5, black and white, areal bound | 105 | 0 – 249 |
| 250 – 499 |
| 500 – 749 |
| 750 – 1,000 |
| A4, black and white, spiral bound | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 - 500 |
| 14 | HMIS Standard Operating Procedures | A5, black and white, areal bound | 44 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
| 600 – 800 |
| A4, black and white, spiral bound | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 - 500 |
| 15 | HMIS handbook | A5, black and white, areal bound | 43 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
|  | A4, black and white, spiral bound | 0 – 249 |
| 250 – 499 |
| 500 – 749 |
| 750 – 1,000 |
| 16 | HMIS Report | A4, color, areal bound | 100 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| A4, black and white, spiral bound | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 - 500 |
| 17 | Annual Health Sector Report | A4, color, areal bound | 100 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 199 |
| A4, black and white, spiral bound | 0 – 99 |
| 100 – 199 |
| 200 – 299 |
| 300 - 500 |
| 18 | SARA report | A4, black and white, spiral bound | 100 | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 599 |
| A4, black and white, spiral bound | 0 – 249 |
| 250 – 499 |
| 500 – 749 |
| 750 – 1,000 |

**POLIO CAMPAIGN TOOLS (Printing, Labelling, Packaging & Provision of stationeries)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No** | **Description** | **# of Pages** | **size** | **color** | **Page layout** | | **Paper quality** | **Quantity** |
| **Front** | **Back** |
| 1 | Polio Tally Sheet back and front | 2 | A4 | Blue | Landscape | Portrait | 80g | 0 – 9,999 |
| 10,000 – 19,999 |
| 20,000 – 29,999 |
| 30,000 – 50,000 |
| 2 | Vitamin A and deworming Tally Sheet back and front | 2 | A4 | Pink | Landscape | Landscape | 80g | 0 – 9,999 |
| 10,000 – 19,999 |
| 20,000 – 29,999 |
| 30,000 – 50,000 |
| 3 | Team and Team Supervisor Training guide | 4 | A4 | White | Portrait | Portrait | 80g | 0 – 4,999 |
| 5,000 – 9,999 |
| 10,000 – 14,999 |
| 15,000 – 20,000 |
| 4 | Team Daily Movement Plan (2 pages in 1 file) | 2 | A5 | Yellow | Portrait | Portrait | 100g | 0 – 9,999 |
| 10,000 – 19,999 |
| 20,000 – 29,999 |
| 30,000 – 50,000 |
| 5 | Team Supervisor check list (in house random survey form on back page) | 2 | A4 | White | Landscape | Portrait | 80g | 0 – 4,999 |
| 5,000 – 9,999 |
| 10,000 – 14,999 |
| 15,000 – 20,000 |
| 6 | Record of Supplies to Vaccination Teams (instruction on the back page) | 2 | A4 | White | Landscape | Portrait | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 7 | Supply Record form County Cold Chain | 1 | A4 | White | Landscape | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 8 | Admin data Summary Sheet Payam and Team supervisor level (Polio/ Vit A) | 2 | A4 | White | Landscape | Landscape | 80g | 0 – 1,999 |
| 2,000 – 3,999 |
| 4,000 – 5,999 |
| 6,000 – 8,999 |
| 9 | Admin data Summary Sheet Payam and Team supervisor level (Deworming/Albendazole ) | 1 | A5 | White | Landscape | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 10 | Bloc level daily Movement Plan | 2 | A4 | Yellow | Landscape | Landscape |  | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 11 | Bloc level supervision check list (including out of house survey form on the back page ) | 2 | A4 | White | Portrait | Portrait |  | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
|  |
| 12 | Admin data Summary Sheet County level (Polio/ Vit A) | 2 | A4 | White | Landscape | Landscape | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 13 | Admin data Summary Sheet County level (Deworming/Albendazole) | 1 | A5 | White | Landscape | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 14 | Admin data Summary Sheet State level (Polio/ Vit A) | 2 | A4 | White | Landscape | Landscape | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 15 | Admin data Summary Sheet State level (Deworming/Albendazole) | 1 | A5 | White | Landscape | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 16 | National and State level supervision check list | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 17 | State/County level DI checklist | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 18 | WHO Lease Agreement form (2 pages in 1 file) | 2 | A4 | White | Portrait | Portrait | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 19 | Training Attendance sheet | 1 | A4 | White | Landscape | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 20 | Vaccination team Payment sheet | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 21 | Team supervisors payment sheet | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 22 | Casual Workers payment sheet | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
| 23 | WHO Cash Payment Voucher | 1 | A4 | White | Portrait | NA | 80g | 0 – 499 |
| 500 – 999 |
| 1,000 – 1,499 |
| 1,500 – 3,000 |
|  |
| 24 | LQAS Cluster data collection form | 1 | A4 | White | Portrait | NA | 80g | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 600 |
|  | **List of Stationaries** | | | | | | | |
| **S. No** | **Description** | **Unit** |  |  |  |  |  | **Quantity** |
| 1 | Note book | Pieces | | | | | | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 2 | Chalks of 12 pieces | Pack | | | | | | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 3 | Pen | Pieces | | | | | | 0 – 2,499 |
| 2,500 - 4,999 |
| 5,000 – 7,499 |
| 7,500 – 10,000 |
| 4 | Yellow plastic bag for Vac team kits | Pieces | | | | | | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 5 | Blue plastic bag for Team, County and state supervisors | Pieces | | | | | | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
|  |
| 6 | Clear document wallet | Pieces | | | | | | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 7 | Sacks for 100kg capacity | Pieces | | | | | | 0 – 149 |
| 150 – 299 |
| 300 – 449 |
| 450 – 600 |
| 8 | Stamp pad (blue) | Pieces | | | | | | 0 – 249 |
| 250 – 499 |
| 500 – 749 |
| 750 – 1,000 |
| 9 | Ink for stamp pad blue | Pieces | | | | | | 0 – 249 |
| 250 – 499 |
| 500 – 749 |
| 750 – 1,000 |
| 10 | Zipped plastic bag for vaccine (4X6 inch) | Pieces | | | | | | 0 – 4,999 |
| 5,000 – 9,999 |
| 10,000 - 14,999 |
| 15,000 – 20,000 |
|  | **Labeling for kits** | | | | | | | |
| **No** | **Description** | **# of pages** | **Size** | **Color of the paper** | **Printing color** | **Page Layeout** | **Paper type** | **Quantity** |
| 1 | Vaccination Team kit: Operational (A) | 1 | A5 | White | coloured | Portrait | 80g | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 2 | Team Supervisors kit\_Operational (B) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 3 | Team Supervisors kit\_Accountability (C ) | 1 | A5 | White | coloured | Portrait | 80g | 0 – 999 |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 4 | County Supervisors kit\_Operational (D) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 5 | County Supervisors kit\_Accountability (E ) | 1 | A5 | White | coloured | Portrait | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 6 | State Supervisors kit\_Operational (F) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 7 | State Supervisors kit\_Accountability (G) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 8 | National Supervisors kit\_Operational (H) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |
| 9 | National M and E (LQAS and PCE ) forms ( I) | 1 | A5 | White | coloured | Landscape | 80g | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 200 |

**SAM TRAINING MATERIALS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Material** | **Description** | **Explanation** | **Quantity** |
| Course schedule | Booklet black and white spiral A4 | 1 for each participant, 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 300 |
|  |
| Clinical sessions schedule | Sheet A4 | 1 for each participant, 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 300 |
| Registration form | sheet A4 | 1 for each day | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 – 300 |
| Overall Evaluation form | Sheet A4 | 1 for each participant | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Weight for height reference card | Sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| BMI for age reference card | sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| BMI reference card | Sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| F-75 reference card | sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| F-100 reference card | Sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| RUTF reference card (transition) | sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Antibiotics reference card | Sheet A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Critical Care pathway (all 5 pages) | Booklet black and white spiral A4 | 40 copies | 0 – 199 |
| 200 – 399 |
| 400 - 599 |
| 600 - 800 |
| Initial management page CCP | Booklet black and spiral A4white | 100 copies | 0 – 199 |
| 200 – 399 |
| 400 - 599 |
| 600 - 800 |
| 24 hr- feed intake chart | Booklet black and white spiral A4 | 50 copies | 0 – 199 |
| 200 – 399 |
| 400 - 599 |
| 600 - 800 |
| Daily ward feed chart | Booklet black and white spiral A4 | 50 copies | 0 – 199 |
| 200 – 399 |
| 400 - 599 |
| 600 - 800 |
| Monitoring checklist (4 pages) | Booklet black and white spiral A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| sample discharge card | Sheet A4 | 50 copies | 0 – 199 |
| 200 – 399 |
| 400 - 599 |
| 600 - 800 |
| IMAM guideline | Booklet black and white (full colors) as a book | 2 copies, 1 copy per group | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| 7 modules (introduction, principles of care, initial management, feeding, daily care, Monitoring and problem solving, involving mothers) | Booklet black and white spiral A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
|  |
| photo booklet | Booklet colored spiral A4 | 1 for each participant and 1 for each facilitator | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Answer Booklet | Booklet spiral A4 | 1 for each facilitator (2) | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Facilitator guide | Booklet black and white spiral A4 | 1 for each facilitator and 1 (2) | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
| Course director guide | Booklet black and white spiral A4 | 0 | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |
|  |
| Clinical instructor guide | Booklet black and white spiral A4 | 1 for each facilitator (2) | 0 – 49 |
| 50 – 99 |
| 100 – 149 |
| 150 - 300 |

MEASLES CAMPAIGN TOOLS (Printing, Labelling, Packaging & Provision of stationeries)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Item Description** | **Unit/ Type** | **Quantity** |  |
|  |
| 1 | Measles Campaign Vaccination Team Tally Sheet | Sheet | 0 – 19,999 |  |
| 20,000 – 39,999 |
| 40,000 – 59,999 |
| 60,000 & above |
| 2 | Measles Campaign All level Tally Sheet Summary | Sheet | 0 – 19,999 |  |
| 20,000 – 39,999 |
| 40,000 – 59,999 |
| 60,000 & above |
| 3 | Measles Campaign Implementation Checklist | Sheet | 0 – 19,999 |  |
| 20,000 – 39,999 |
| 40,000 – 59,999 |
| 60,000 & above |
| 4 | Measles Campaign National Operation Guideline | Booklet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 5 | Measles Vaccination Register | Booklet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 7 | Measles Campaign Field Operations Guidelines | Booklet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 8 | Measles Campaign Daily Implementation Work-plan Sheet | Sheet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 9 | Measles Campaign Map of Catchment Area Sheet | Sheet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 10 | Exercise Note Book | Booklet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 11 | Ball Pen (Biro) | Pieces | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
|  |  |
| 12 | Total No of Measles Vaccinator Kits/Packs | Pack | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
|  |  | | |  |
|  |  |  |  |  |
| 13 | Measles Campaign AEFI Line-listing Form | Sheet | 0 – 2,999 |  |
| 3000 – 5,999 |
| 6,000 – 8,999 |
| 9,000 & above |
| 14 | Measles Campaign AEFI Reporting Form | Sheet | 0 – 999 |  |
| 1,000 – 1,999 |
| 2,000 – 2,999 |
| 3,000 – 5,000 |
| 15 | Measles Campaign Serious AEFI cases Investigation Form | Sheet | 0 – 999 |  |
| 1,000 – 2,499 |
| 2,500 – 3,499 |
| 3,500 – 5,000 |
| 16 | Measles Campaign Serious AEFI Summary Investigation Form | Booklet | 1,000 – 2,499 |  |
| 2,500 – 3,499 |
| 3,500 – 5,000 |
|  |
| 17 | Measles Campaign AEFI Laboratory Request Form | Booklet | 1,000 – 2,499 |  |
| 2,500 – 3,499 |
| 3,500 – 5,000 |
|  |
| 18 | Measles Campaign Injection Safety supervision Checklist | Cards | 1,000 – 2,499 |  |
| 2,500 – 3,499 |
| 3,500 – 5,000 |
|  |
|  |  | | |  |
| 19 | Measles Campaign Lease Agreement Form | Sheet | 1. – 199 |  |
| 200 – 399 |
| 400 – 599 |
| 600 – 1,000 |
| 20 | Measles Campaign Training Attendance Sheet | Sheet | 0 – 199 |  |
| 200 – 399 |
| 400 – 599 |
| 600 – 1,000 |
| 21 | Measles Campaign Training Payment Sheet | Sheet | 0 – 199 |  |
| 200 – 399 |
| 400 – 599 |
| 600 – 1,000 |
| 22 | Measles Campaign Team Supervisor Payment Sheet | Sheet | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
| 23 | Measles Campaign Vaccinator Payment Sheet | Sheet | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
| 24 | Measles Campaign Casual Worker Payment Sheet | Sheet | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
| 26 | Stamp Pad | Pad | 0 – 199 |  |
| 200 – 399 |
| 400 – 599 |
| 600 – 1,000 |
| 20 | Packaging Sack | Pcs | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  | Packaging Charges |  | 1 |  |
|  |  |  |  |  |
|  | **LOT E ‐ Inscription for Labeling Packs** |  |  |  |
|  | Vaccination Team pack |  | 0 – 199 |  |
| 200 – 399 |
| 400 – 599 |
| 600 – 1,000 |
|  | Vaccination Team Supervisors pack |  | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  | County Supervisors pack |  | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  | State Supervisors pack |  | 0 – 49 |  |
| 50 - 99 |
| 100 – 149 |
| 150 – 200 |
|  | National Supervisors pack |  | 0 – 49 |  |
| 50 - 99 |
| 100 – 149 |
| 150 – 200 |
|  | Vaccination Team Supervisors accountability pack |  | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  | County accountability pack |  | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  | Independent Monitors Pack |  | 0 – 99 |  |
| 100 – 199 |
| 200 – 299 |
| 300 – 500 |
|  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S/n | Description | 0 - 1000 | 1001 - 2000 | 2001 - 3000 | 3000 - 4000 | 4001 - 5000 |
| 4 | **TSFP (MAM) Children under 5yrs\_ Registers** **Cover should be WFP blue color (as button provided to procurement/on the color coding sheet attached)** Should have a hard cover both at the top and bottom made of a leather like material that is water proof to prevent it from being damaged (See sample provided).The first page should have the same details on the cover page printed on the same paper as the rest of the pages. second page should be blank with the title COMMENT whereas the third should have the description and instruction information i.e. before the rest of the content. The sheet should be continuous to ensure a child`s information is tracked to the end. The description and instruction information should be printed immediately after the cover page: i.e before the rest of the content. Each book should have 100 sheets of paper. The size of the book will depend on the text as in sample provided the sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently **See sample attached.** |  |  |  |  |  |
| 5 | **TSFP(PLW) Registers** Cover should be Maroon in color (as in the color code attached)Should have a hard cover both at the top and bottom made of a leather like material thats water proof to prevent it from being damaged (See sample provided). The first page should have the same details on the cover page printed on the same paper as the rest of the pages. The second page should be blank with the title COMMENT where as the third should have the description and instruction information i.e. before the rest of the content The sheet should be continuous to ensure the PLW information is tracked to the end Each book should have 100 sheets of paper. The size of the book will depend on the text as in sample provided the sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently  See sample attached i |  |  |  |  |  |
| 6 | **Printing of Plumpy supp leaflets**  Printing of Nutrition leaflets, to be printed on hard glossy paper (back to back) - to be laminated · Printed on 200gsm glossy art paper· Paper of size: A3· Print information on both sides/pages (Back to Back)· Print Nutrition information (fonts) and pictures in coloured. (see picture attached)**. Printing should be in landscape.** |  |  |  |  |  |
| 7 | **Printing of Plumpy Supp Posters**  Printing of Nutrition Education Posters, printed on non tearable PVC A2 size (Plumpy sup poster) • Printed on 250gsm silk or 220/400mic PVC • Poster size: A2 - (L=84cm W=60cm) • with hanging holes at top (Eyelets) and bottom • Print information on one page/side • On the posters, print Nutrition information (fonts) and pictures in colored. (see picture attached) **• Printing should be in landscape.** |  |  |  |  |  |
| 8 | **Printing of CSB++ Posters**  Printing of Nutrition Education Posters, printed on non tearable PVC A2 size (CSB++) · Printed on 250gsm silk or 220/400mic PVC · Poster size: A2 - (L=84cm W=60cm) · with hanging holes at top (Eyelets) and bottom · Print information on one page/side · On the posters, print Nutrition information (fonts) and pictures in colored. (see picture attached) **Printing should be done in Portrait** |  |  |  |  |  |
| 9 | **Action Protocols for TSFP (2400 copies) and BSFP (1600copies) Should be printed on (A3) size paper** • Printed on 200gsm glossy art paper and laminated • Paper size: A3 • Print information on one side.  • Print Nutrition information (fonts) in colored. (see sample attached) **. Printing should be in landscape.** |  |  |  |  |  |
| 10 | **Key messages on use and storage of CSB++ poster(A3)** • Printed on 200gsm glossy art paper and laminated • Paper size: A3 • Print information on one side.  • Print Nutrition information (fonts) in colored. (see sample attached) **NB Printing should be in landscape.** |  |  |  |  |  |
| 11 | **Key messages on use and storage of RUSF poster** • Printed on 200gsm glossy art paper and laminated• Paper size: A3• Print information on one side. • Print Nutrition information (fonts) in colored. (see sample attached)**NB Printing should be in landscape. Logo should be in Pantone 3005 blue color** |  |  |  |  |  |
| 12 | **Parameters for monitoring progress of children and PLW in TSFP posters** • Printed on 200gsm glossy art paper laminated • Paper size: A • Print information on one side.  • Print Nutrition information (fonts) in colored. (see sample attached)  **NB Printing should be in landscape. 2000 pieces for Children and 2000 for PLWs. Logo should be in Pantone 3005 blue color** |  |  |  |  |  |
| 13 | **Routine medications for children 6-59M and PLW in TSFP Posters •**  Printed on 200gsm glossy art paper and laminated • Paper size: A3 • Print information on one side.  • Print Nutrition information (fonts) in colored. (see sample attached) **NB Printing should be in landscape. Logo should be in Pantone 3005 blue color** |  |  |  |  |  |
| 14 | **TSFP Admission and Discharge criteria Poster**    Printed on 200gsm glossy art paper and laminated • Paper size: A3 • Print information on one side.  • Print Nutrition information (fonts) in colored. (see sample attached) NB Printing should be in landscape. Logo should be in Pantone 3005 blue color |  |  |  |  |  |
| 17 | **Printing of NACS registers Cover should be orange in color** • Should have a hard cover both at the top and bottom made of a leather like material thats water proof to prevent it from being damaged (See sample provided). • The first page should have the same details on the cover page printed on the same paper as the rest of the pages. • The second page should be blank with the title COMMENT where as the third should have the description and instruction information i.e before the rest of the content • The sheet should be continuous to ensure a child`s information is tracked to the end• The description and instruction information should be printed immediately after the cover page: i.e before the rest of the content Each book should have 100 sheets of paper• The size of the book will depend on the text as in sample providedthe sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently Each page should have 15 rows.**See sample attached.** |  |  |  |  |  |
| 18 | **Printing of BSFP PLW registers:**  •Should have a hard cover both at the top and bottom made of a leather like material that is water proof to prevent it from being damaged. (**should be navy blue in color**) (See sample provided).  •The first page should have the same details on the cover page printed on the same paper as the rest of the pages. •The second page should be blank with the title COMMENT where as the third should have the description and instruction information i.e before the rest of the content  • The sheet should be continuous to ensure a child`s information is tracked to the end  •The description and instruction information should be printed immediately after the cover page: i.e before the rest of the content  •Each book should have 100 sheets of paper •The size of the book will depend on the text as in sample provided •The sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently  See the sample attached |  |  |  |  |  |
| 19 | **Printing of BSFP Children under 5 registers:** •Should have a hard cover both at the top and bottom made of a leather like material that is water proof to prevent it from being damaged. **(should be jungle green in color)** (See sample provided). • The first page should have the same details on the cover page printed on the same paper as the rest of the pages. The second page should be blank with the title COMMENT where as the third should have the description and instruction information i.e before the rest of the content • The sheet should be continuous to ensure a child`s information is tracked to the end •The description and instruction information should be printed immediately after the cover page: i.e before the rest of the content •Each book should have 100 sheets of paper•The size of the book will depend on the text as in sample provided• The sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently •See sample attached. |  |  |  |  |  |
| 24 | **Printing CSB++ LEAFLETS**  Printing of Nutrition leaflets, to be printed on hard glossy paper (back to back To be laminated Printed on 200gsm glossy art paper Paper of size:A3 Print information on both sides/pages (Back to Back)   Print Nutrition information (fonts) and pictures in colored. (see picture attached) Printing should be in landscape. |  |  |  |  |  |
| 25 | **Printing of TSFP ration cards (Elderly)** Print on 300gsm manila paper (In Grey color) Size: L = 17.5cm W = 12cm  Should be booklet of 100 cards  See sample attached. |  |  |  |  |  |
| 26 | **TSFP (MAM) Registers for the Elderly**  • Should have hard cover with information printed on a glossy paper on top and below. The first page should have the same details on the cover page printed on the same paper as the rest of the pages. • The second page should be blank with the title COMMENT where as the third should have the description and instruction information i.e before the rest of the content  • The sheet should be continuous to ensure a child`s information is tracked to the end • The description and instruction information should be printed immediately after the cover page: i.e before the rest of the content  Each book should have 100 sheets of paper • The size of the book will depend on the text as in sample provided the sheet should be made from heavy paper to prevent it from getting torn easily when being turned frequently Each page should have 15 row **See sample attached.** |  |  |  |  |  |
| 27 | **Community Screening referral slip**  • Print on A4 paper. 200gsm • Should be printed in color as in the **sample attached**. Should be WELL bound into booklets of 50pages each with perforations for easy tearing. |  |  |  |  |  |
| 28 | **Monthly reporting template**  • Should come in carbon copies of 3 just like the waybills are made. (The original copy in white, then the other copies can be blue and pink).  Size: L = 42cm W = 29cm • These should be bound into a booklet containing 60pages in total (meaning a set of 3pages per report template \*20) with perforations on the side where the pages are bound for easy tearing. Should be printed in color as in **sample attached.** |  |  |  |  |  |