

COLLECTORATE, NAYAGARH
(WELFARE SECTION)

No 674 /2018

Dated 24.04.18

TENDER CALL NOTICE

Sealed tenders in the prescribed paper are invited from the intending authorized Suppliers/Dealers/Manufacturers for supply of the following items to ST & SC Boarder Students of ST & SC Development Department Hostels/Schools of Nayagarh District for the financial year 2017-18.

SPECIFICATION

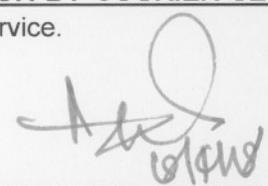
Sl.No.	Name of the item	Size	Requirement (In Nos.)
01.	Single Blanket	4 feet X 6.5/7 feet	3800
02.	Single Bedsheet	4 feet X 6.5/7 feet	3800
03.	Single Sataranji	4 feet X 6.5/7 feet	3800

The Sealed quotations should reach to District Welfare Office, Nayagarh by **Registered Post/Speed Post only** on or before 29.05.2018 up to 5.00 PM and it will be opened on 30.05.2018 at 10.00 AM in Sadbhavana Sabhagraha, Collectorate, Nayagarh in presence of members of district level tender committee and tenderers or their authorized agents. The tender should be submitted in two bids. i.e **(1) Technical Bid & (2) Financial Bid**. The envelope in which the intending bidders will apply should have two separate envelopes for (a) Technical Bid & (b) Financial Bid. The above Tender is subject to the Terms and Conditions attached with the Tender Call Notice.

The Tender Papers along with the details of specification of the articles will be available in the Website www.nayagarh.nic.in from dated 25.04.2018 to 25.05.2018 up to 5.00 PM and can be downloaded from the Website. The tenderer who downloads through website, should pay the tender paper cost of Rs.1000/- (Rupees One thousand) **only** within the period from 25.04.2018 to 25.05.18 in shape of Bank Draft/Bankers Cheque drawn in favour of the District Welfare Officer, Nayagarh payable at Nayagarh from any nationalized bank along with tender document.

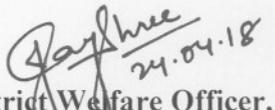
The Earnest Money (EMD Cost) for Rs 50,000/- (Rupees fifty thousand) only is to be deposited in shape of Bank Draft/Bankers Cheque drawn in favour of **the District Welfare Officer, Nayagarh payable at Nayagarh from any nationalized bank** along with tender documents. Transfer or adjustment of E.M.D will not be entertained. Shortfall of any required documents, Drafts and EMD will not be entertained and the tender paper will be liable for rejection. **NO TENDERS WILL BE RECEIVED BY HAND OR BY COURIER SERVICE.** The undersigned will not be responsible for any delay in postal service.

x Gayathree


COLLECTOR, NAYAGARH

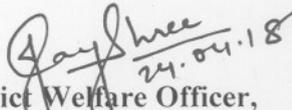
Memo No. 675 / Dt. 24-4-18

Copy to the Editor, Marketing Executive The Prameya, The Samaj & The Indian Express(Daily Odia & English News Paper), Nayagarh for publication of the above matter on or before 26.04.18 in one day Edition with minimum space and amount as prescribed by I & PR Department, Odisha. The bill with proof copy may please be placed with the undersigned for necessary payment of advertisement cost.


24.04.18
District Welfare Officer,
Nayagarh

Memo No. 676 / Dt. 24-4-18

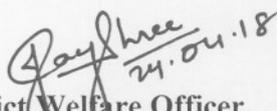
Copy to District Information Officer, NIC, Nayagarh for information. She is requested to upload the tender call notice along with other terms and conditions of this tender for wide publicity in the website www.nayagarh.nic.in of Nayagarh District.


24.04.18
District Welfare Officer,
Nayagarh

Memo No. 677 / Dt. 24-4-18

Copy to the notice board of Collectorate, Nayagarh/Sub-Collector, Nayagarh/All Block Development Officers/ All Tahasildars/All Executive Officers of N.A.C.s of Nayagarh District for information. They are requested to publish the same in their office Notice Board for wide publicity.

Copy to this office Notice Board for information of the General Public.


24.04.18
District Welfare Officer,
Nayagarh

TERMS & CONDITIONS

I. **TECHNICAL BID : (Documents to be furnished along with Technical Bid)**

In support of eligibility, a bidder must submit the EMD & the following documents, original copies or attested copies, as the case may be along with the Technical Bid.

1. Detailed Profile of the Manufacture/Authorized Supplier.
2. Form of Technical bid application/declaration application & check list form duly filed.
3. EMD of amount as specified in the schedule of requirement in shape of Demand Draft/Bankers Cheque in favour of D.W.O., Nayagarh, payable at Nayagarh from any nationalized bank ,which will be refunded immediately to the unsuccessful tenderers after finalization of tender and to the successful tenderers after full supply of procurement items to school points.
4. Paper cost on download of Tender from District Website in shape of DD drawn in favour of D.W.O., Nayagarh, payable at Nayagarh from any nationalized bank. The cost of tender paper is not refundable.
5. Copy of PAN Card.
6. Copy of the Income Tax return filed by the Manufacturer/Authorized supplier for the last 3 years assessment.
7. Copy of the up to date Sales Tax/VAT/SGST & CGST clearance certificate and CST (Central Sales Tax) certificate valid up to 31/03/2018 of the supplier/manufacturer.
8. Copy of the manufacturer/authorized supplier registration.
9. In case of dealer valid dealership certificate from the manufacturer.
10. Xerox copy of bank Pass Book with the name of Unit.
11. The Tender paper is to be addressed to the District Welfare Officer, Nayagarh and on the top of the cover should be superscribed "**Tender paper for supply of Single Blanket, Single Bedsheet & Single Sataranji to ST & SC Development Department Schools of Nayagarh District in the State of Odisha**".
12. The successful Tenderers will have to deposit security amount 5% of the total cost of articles, in shape of Bank Draft in favour of **District Welfare Officer, Nayagarh, payable at Nayagarh from any nationalized bank.**
13. All the procured items should be supplied **within 30 days** from the date of placement of order. All the articles should be delivered in full and good conditions to school points that will be intimated later on to the successful tenderers and in no case part supply will be accepted. The Successful Unit/Firm should submit VAT/GST Clearance up to 31/03/2018 during time of submission of Invoice Bill with Delivery Challan.
14. The Supplier should supply the products having specific company logo in each and every item as specified.
15. If the supplier fails to supply the articles within stipulated period, the order will stands automatically cancelled and the EMD & security money will be forfeited to Government.
16. The Tenderers are to produce Sample of each item for which rate quoted at the time of opening of the Tender paper i.e on **30.05.2018 as per specification. If failed to produce sample items at the time of opening of Tender, the District Purchase Committee will cancel his Tender documents.**
17. The successful tenderers should replace any damage materials or if arose any incorrect size/specification of the items should replace immediately to concerned Headmasters/Headmistress.
18. During finalization of tender by Dist. Purchase Committee, it is not mandatory to place supply order to lowest price quoted unit. If pointed out low quality of the materials, the committee shall consider the next rate quoted unit with observing quality of the Tender sample Materials.
19. The authority reserves the right to reject any or all Tender without assigning any reasons thereof.

x *Jayshree*
District Welfare Officer
Nayagarh

TECHNICAL BID APPLICATION

(To be submitted with Technical Bid)

General Information about Manufacturer/Authorized supplier

SL No	Particulars	Details to be furnished	
Details of the Bidder :			
1	Name		
2	Address		
3	Telephone		
4	E.Mail		
Details of the Authorized Person:			
5	Name		
6	Address		
7	Telephone		
Information about the Manufacturer:			
8	Status of company (Public Ltd/Pvt.Ltd.)		
9	Details of Registration of firm/ company (enclose the necessary documentary proof)	Date	Furnish the copy of the certificate of incorporation/ Registration certificate
10	Bank account No. Bank: Name of the A/C holder: IFSC Code :		
11	Locations and address of the Manufacturing plant(s) in India.		
12	Central Sales Tax Number/GST No.	(Enclose the copy of the up-to-date VAT/CST,GST registration)	
13	VAT/GST Registration No./Valid up to		
14	PAN Card No.		
15	Valid dealership certificate from the manufactures in case of Authorized supplier.		
16	Income return assessment for last three Financial years:	1. 2. 3.	

DECLARATION

I _____ son/Daughter/wife of shri _____ proprietor/Director/authorized signatory of the manufactures/authorized supplier mentioned above am competent to sign this declaration and execute this tender document. I have carefully read and understood all the Terms & Conditions of the Tender & undertake to abide by them. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that furnishing any false information/fabricated documents would lead to rejection of my Tender at any stage besides liabilities towards prosecution under appropriate law.

Authorized Signatory (Seal)

* 
District Welfare Officer -
Nayagarh

SUPPLY OF SINGLE BLANKET, SINGLE BEDSHEET & SINGLE SATARANJI FOR ST & SC BOARDER STUDENTS OF ST & SC DEVELOPMENT DEPARTMENT HOSTELS/SCHOOLS OF NAYAGARH DISTRICT.

TENDER CALL NOTICE NO. DATE: _____

TECHNICAL BID

CHECK LIST (TECHNICAL BID)

Please check whether the following documents have been enclosed in the respective cover, namely, Technical Bid: Please arrange the documents serially in the following order.

1. E.M.D of amount as specified in the Schedule of requirement in shape of DD/BC drawn in favour of D.W.O., Nayagarh payable at Nayagarh from any Nationalized Bank : Yes/No
2. Paper cost in shape of DD/Bankers Cheque : Yes/No
3. Technical Bid Application : Yes/No
4. Declaration application for Technical Bid : Yes/No
5. Copy of the manufacturer/Authorized Supplier Registration Certificate : Yes/No
6. Copy of the Up-to-date Sales Tax/CST/GST Certificate : Yes/No
7. Copy of PAN Card : Yes/No
8. Copy of the Income Tax return filed by the Manufacturer /Authorized Supplier for the last three years assessment : Yes/No
9. Copy of up-to-date VAT/CST/ GST clearance certificate Valid up to 31/03/2018 : Yes/No
10. Xerox copy of Bank Account details : Yes/No
11. In case of dealer valid dealership certificate from the manufactures/supplier. : Yes/No
12. Single Sample of each item i.e. Single Blanket, Single Bedsheet & Single Sataranji : Yes/No

x Jayshree
District Welfare Officer
Nayagarh

DECLARATION APPLICATION
(To be submitted with Technical Bid)
Technical Tender Submission Form

To

The District Welfare Officer,
Nayagarh.

Ref: Tender Call Notice No. _____ Dated . _____
Sir,

We, the undersigned offer to supply Single Blanket, Single Bedsheet & Single Sataranji against the Tender Call Notice for supply of the above items for the students reading in ST/SC Dev. Deptt. Schools/Hostels of Nayagarh District. We are hereby submitting our bid, which includes this Technical Bid and Price Bid sealed under a separate envelope.

We hereby declare that all the information and statement made in this bid are true and accept that any of our misrepresentation/blacklisting contained in it may lead to our disqualification.

Our bid is valid for a period of one year after date of bid opening, subject to the modification of result from contract negotiation; you may subsequently carry out with us to accept our tender. If we are assigned the work during the period of validity of the bid, we undertake to carry out the same as per the terms and conditions of the tender documents.

We have carefully gone through the Terms & Conditions contained in the tender documents and I declare that all the provisions of this tender document are acceptable to my company/dealership.

I further certify that I am an authorized signatory of my company/firm and am, therefore, competent to make this declaration.

Yours faithfully,

x 
District Welfare Officer
Nayagarh

Authorized Signatory (in full and initials):

Name and Title of Signatory:

Name of the Firm:

(Seal)

FINANCIAL BID FORMAT

APPLICATION –FINANCIAL BID FOR SUPPLY OF SINGLE BLANKET, SINGLE BEDSHEET & SINGLE SATARANJI:

Name of manufacturer /Authorized supplier	Name of the Material	Description of Size/Specification	Per Unit	Rate quoted inclusive of all Taxes(Per unit)
	Single Blanket	4 feet X 6.5/7 feet		
	Single Bedsheet	4 feet X 6.5/7 feet		
	Single Sataranji	4 feet X 6.5/7 feet		

Total Price in Rs.(In Figures.) : _____

Total Price in Rs.(In Words) : _____

N.B. The prices quoted shall be in Indian rupees only .The unit prices quoted in the tender shall be inclusive of all taxes and transportation cost up to school points. The unit price per Single Blanket should be within Rs.300/-, Single Bedsheet within Rs.100/- & Single Sataranji within Rs.200/- including all costs.

X 
District Welfare Officer
Nayagarh

Authorized Signatory (in full and initials):

Name and Title of Signatory:

Name of the Firm:

(Seal)

**SUPPLY OF SINGLE BLANKET, SINGLE BEDSHEET &
SINGLE SATARANJI FOR ST & SC BOARDER STUDENTS
OF ST & SC DEVELOPMENT DEPARTMENT
HOSTELS/SCHOOLS OF NAYAGARH DISTRICT.**

TENDER CALL NOTICE NO. /DATE: _____

FINANCIAL BID

CHECK LIST (FINANCIAL BID)

Please check whether the following have been enclosed in the respective cover, namely, Financial Bid: Please arrange the documents serially in the following order.)

1.Financial Bid Form : Yes/No

2.Declaration Financial Bid Application. : Yes/No

x *Jayshree*
District Welfare Officer
Nayagarh

DECLARATION FINANCIAL BID APPLICATION

To

The District Welfare Officer,
Nayagarh.

Ref: Tender Call Notice No. _____ Dated . _____
Sir,

We, the undersigned offer to supply Single Blanket, Single Bedsheet & Single Sataranji against the above Tender Call Notice for supply of as noted items for the students reading in ST/SC Dev.deptt.Schools/Hostels of Nayagarh District in accordance with tender referenced above and our Technical Proposal.

Our proposal is valid for a period of one year after date of Price Bid opening, subject to the modification of result from contract negotiation; you may subsequently carry out with us to accept our tender. If we are assigned the work during the period of validity of the proposal, we undertake to carry out the same as per the terms and conditions of this tender document.

We have carefully gone through the Terms & Conditions contained in the tender documents and I declare that all the provisions of this tender document are acceptable to my company/dealership.

Yours faithfully,

Authorized Signatory (in full and initials):

Name and Title of Signatory:

Name of the Firm:

(Seal)

* *Rayshree*
District Welfare Officer
Nayagarh