

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE; NAYAGARH.

(Social Welfare Section)

Letter No. 361

Date: 12-02-2024

**SHORT TENDER CALL NOTICE FOR PRINTING AND INSTALLATION OF MULTI COLOURED
PRINTED TIN BOARDS AT 194 PANCHAYAT OFFICES UNDER NAYAGARH DISTRICT**

Sealed tender in prescribed form are invited from the intending individuals/Firms/Authorized Dealers/Reputed Suppliers/ Registered, Manufacturer/ Cooperative societies for printing & installation of Tin Boards on MAMATA Scheme in all 194 Panchayat offices of Nayagarh District. The tender paper containing terms & conditions, EMD, statutory requirement and Prototype of Tin Board along with Frame specification can be downloaded from the district website: www.nayagarh.nic.in. The tender complete in all respects along with necessary documents in sealed covers along with non-refundable D.D of **Rs.5,000/- (Rupees Five Thousand only)** in favour of **DSWO, Nayagarh** towards cost of tender paper should reach in the office of DSWO, Nayagarh through Registered Post/Speed Post only by Dt. 21-02-2024.

Collector Nayagarh reserves the right to reject/cancel/withdraw any or all the bidders without assigning any reasons thereof and shall bear no liability what so ever consequent upon such decision.


Collector & Dist. Magistrate,
Nayagarh.

Date: 12-02-2024

Memo No. 362/2024

Copy to the Notice Board of Collectorate, Nayagarh /District Social Welfare Officer, Nayagarh for wide Publicity.


Collector & Dist. Magistrate,
Nayagarh.

Date: 12-02-2024

Memo No. 363/2024

Copy to the CDO-Cum-EO, Zilla Parishad Nayagarh/Sub-Collector Nayagarh & All Block Development Officers of Nayagarh District/All Tahasildars of Nayagarh district/All CDPOs of Nayagarh district/All Executive Officers of Municipalities/NACs of Nayagarh district for information and they are requested to display the Tender call Notice in their Office Notice Board for wide publicity.


Collector & Dist. Magistrate,
Nayagarh.

Date: 12-02-2024

Memo No. 364/2024

Copy to District Informatics Officer, NIC, Nayagarh for information with an instruction to host the Tender Call Notice and other documents in the district website.


Collector & Dist. Magistrate,
Nayagarh

DETAIL TENDER PAPER FOR PRINTING & INSTALLATION OF TIN BOARD ON MAMATA SCHEME IN ALL 194 PANCHAYAT OFFICES OF NAYAGARH DISTRICT.

1. Detail tender paper can be downloaded from district website i.e: www.nayagarh.nic.in.
2. The tender paper along with a non-refundable D.D amounting Rs.5000/- (Rupees Five thousand) only in favour of DSWO, Nayagarh shall be received in the office of the DSWO, Nayagarh by Registered Post/Speed Post only till 12.00 P.M on dtd. 21.02.2024 & will be opened on the same day at 3.00 PM in the Conference Hall of Office of the Collector, Nayagarh.
3. Detail Block wise requirement of Tin Signage along with Frame is as follows:

Requirement of MAMATA Tin Signage for all 08 Blocks of Nayagarh District				
Sl no.	Name of the District	Name of the Block	No. of Panchayat (G.P)	No. of Tin Signage to be Installed at Panchayat Offices
1	Nayagarh	BHAPUR	20	20
2		DASPALLA	20	20
3		GANIA	08	08
		KHANDAPADA	22	22
4		NAYAGARH	29	29
5		NUAGAON	22	22
7		ODAGAON	36	36
8		RANAPUR	37	37
TOTAL -			194	194

4. The detail of the specification of the Tin Board (Tin Signage) with frame is as follows:

Sl No	Items Description	Size
1	Tin signage (Tin Board) (Detail specification as per (Annexure "A")	3 FT x 2.5 FT (Prototype available in www.nayagarh.nic.in)
2	MS Angle Frame Including Fabrication, Fixing of Signage of Frame, 2 coats of colour on Frame	As per Drawing(Frame specification available in www.nayagarh.nic.in)

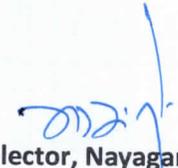
5. The tender will be in two parts. i.e. Technical Bid (Part-I) & Financial Bid (Part-II). The Bidders should submit their Technical bid and Financial bid separately in two envelopes and put into another cover super scribing in the capital letters such as **“TENDER FOR PRINTING & INSTALLATION OF TIN BOARDS ON MAMATA SCHEME IN PANCHAYAT OFFICES OF NAYAGARH DISTRICT”**.
6. The tender paper should be filled in properly and legibly in plain paper/letter pad without any correction /over writing.
7. The price of the Tin Board (Tin Signage) is to be quoted per piece (Unit) only & must be within Rs.5033/- (Five Thousand Thirty Three rupees) only.
8. The price quoted must be inclusive of Tin material cost/printing cost/all taxes/duties/transportation cost/ installation cost at each Panchayat office / insurance, excise duty and custom duty (if any). The rate should be written both in words and figures in the tender paper. The rate quoted should be final and any change in the same will not be allowed under any circumstances.
9. The bidders should submit the sample of design along with other required documents while submitting tender and to submit the sample of Tin Boards & frame angles at the time of submission of the paper.
10. The tender committee will verify the sample & lowest rate quoted and the tender will be finalized taking into consideration of both the rate quoted by the firm and quality Tin & Iron Angle materials submitted by the bidders. The decision of the tender committee regarding selection of firm for printing, supply & installation of Tin signage at Panchayat Offices will be final.
11. The selected bidder will complete the entire process of preparation, supply and installation of required numbers of Tin Board (Tin Signage) at each Panchayat within 10 days of receipt of the order from DSWO, Nayagarh failure to which may lead to forfeiture of security deposit / imposition of penalty. The item must be neat, clean and of good quality without any violation of the prototypes and specification.
12. The bidder has to give EMD of Rs.20,000/- (Rupees Twenty Thousand) only with the tender paper in shape of Demand Draft /TDR pledged in favour of DSWO, Nayagarh. No bidder shall be allowed to withdraw his tender/earnest money until the tender is finalized. The EMD of unsuccessful bidders shall be refunded where as EMD of successful bidder will be kept as Security Deposit. In case the successful tender refuses in supply/unable to supply after acceptance of his/her/tender, or withdraw the tender the earnest money deposited by him/her will be forfeited in whole or in part of it as decided by the undersigned.

13. The Earnest Money Deposited by the successful bidder will be refunded only after successful completion of supply & installation required numbers of Tin Board (Tin Signage) at Panchayat area in good condition and as per approved specified article with in stipulated time. The whole or part of the Security Deposit will be forfeited for irregular performance of breach of any terms and conditions. The Security Deposit of unsuccessful bidders will be returned after completion of tender process.
14. Collector, Nayagarh is not liable for payment of any interest on the Security Deposit or any depreciation thereof.
15. The bidder has to submit the following documents along with the tender paper:
 - A. Original demand draft of Tender Paper.
 - B. Attested Copy of PAN Card.
 - C. Attested copy of the up-to-date GST returns (GSTR-3B) for last month/quarter.
 - D. Copy of GST Certificate & GSTIN Number.
 - E. IT Return copy of last 3 Years.
 - F. Attested Copy of MSME UDYAM Registration Certificate.
 - G. Sample Design and sample of multi colour printed Tin-board as per specification.
 - H. Bidder should submit copy of past supply order/ experience certificate from any Govt./PSU/ Semi Govt. organization for last three years.
 - I. Original tender paper duly signed by the bidders as a token of acceptance of the terms and conditions of the tender.
16. In case of any discrepancy in between advertisement, other detail provision of the tender document, the undersigned reserves the right to add /modify/ delete any portion of the document by issuance of an addendum or corrigendum & will also be made available to all the bidders who have indicated their intension to tender (purchase the tender for). This shall be binding on all the bidders.
17. Prototype of items to be printed & Installed :

The Prototype of Tin Signage with frame specification is available in the district website: www.nayagarh.nic.in & in the office of DSWO, Nayagarh.
18. Payment Procedure:
 - (a) No advance payment shall be made to the successful bidder for preparation, supply & installation of multi coloured Tin-board.
 - (b) Payment will be made by the DSWO, Nayagarh only after completing the preparation, supply & installation of entire quantity of Tin signage at all Panchayat offices, verification of the size & quality of installed Tin signage, receipt of certificates from the Concerned CDPOs regarding installation & receipt of Geo tagged Photos (Both soft & hard copy) of the installed signage.
 - (c) If required, thickness & quality of the Tin Board & Iron Angle used for the structure will be sent for testing & testing charges will be borne by the successful bidder.

19. Any damaged/ torn/ illegible/ bad quality items detected during supply & installation will not be accepted.
20. In case of any dispute, the orders/ decisions of the Collector & District Magistrate, Nayagarh will be final and binding.
21. The bidder shall bear all costs associated with preparation and submission of tender and the undersigned in no case be responsible or liable for these cost, whether the tender is not accepted finally or cancellation/ rejection of tender.
22. The tender document is not transferable. Only the party who has purchased the tender form shall be entitled to quote.
23. Income Tax deduction will be done at source as per Govt. guidelines.
24. All correspondence regarding this tender be addressed by mentioning tender notice number and date as follows:
The District Social Welfare Officer, Nayagarh
Collectorate Campus, Nayagarh, PIN-752069 (Odisha)
25. The undersigned reserves the right to cancel or reject any or all the tender of any time without assigning the reason thereof.

Signature of the bidder with seal


Collector, Nayagarh

TENDER FORM
Part -1
(Technical Bid)

1	Name of the Bidder/Agency (In Capital Letters)	
2	Address of the Bidder/Agency	
3	Name of authorized signatory (in Capital letters)	
4	Specimen signature of authorized signatory	
5	Telephone number/Mobile No. of authorized signatory / bidder/Agency	
6	D.D.No. & Dt. (Towards cost of Tender paper) in favour of DSWO, Nayagarh.	
7	Registration No : (Attach attested copy of registration certificate issued from MSME)	
8	Attested Copy of GST registration Certificate.	
9	Attested Copy of PAN Card.	
10	Draft/ TDR number and date of the EMD of Rs. 20,000/- submitted by the Bidder/Agency (yes/No)	
11	Affidavit of declaration that Bidder/Agency agrees to abide by all terms& conditions of tender and Whether Printing Press have any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law. (Submit an affidavit of declaration for no case is pending)	
12	Whether All documents submitted signed by the authorized signatory of Bidder/Agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement at any state, the Agency will be blacklisted and will not have any dealing with the Bidder/Agency in future.

Place:-

Date:-

(Signature and seal of the authorized signature)

Part -2

(Financial Bid)

Details of specification of Tin Boards for 194 Panchyat Offices

SI No	Items Description	Size	Rate per unit (in figure)	Rate per unit (in words)
1	Tin signage	3 FT x 2.5 FT		
2	MS Angle Frame Including Fabrication, Fixing of Signage of Frame,2 coats of colour on Frame	As per Drawing(Frame specification available in www.nayagarh.nic.in)		
3	Transportation cost to Panchayat office	-----		
4	Installation at various Panchayat Office locations by special Concrete grounding upto 1.5 ft. underground surface	-----		
5	Sum Total of Basic cost	-----		
6	GST Charges	-----		
7	Grand Total per Tin Board	-----		

SPECIFICATION OF TIN SIGNAGE(TIN BOARD)

Multi Coloured Printed Tin Board must be as per the following specification

- A. Tin sheet size: 3 ft × 2.5 ft (7.54 sq.ft)
- B. The Tin-Board must be made out of Tin sheet of 0.20mm thick as per I.S.1993/93.
- C. 5 times pre-printing Chemical treatment.
- D.4 times multi coloured printing.
- E. Transparent coating & Heat treatment at 2000C after each operation
- F. Punching holes of diameter not more than 2mm at each corner and at the midpoint of each size of Sheet of length 3ft are to be provided .All total 6nos. of punching holes are to be provided in each sheet.

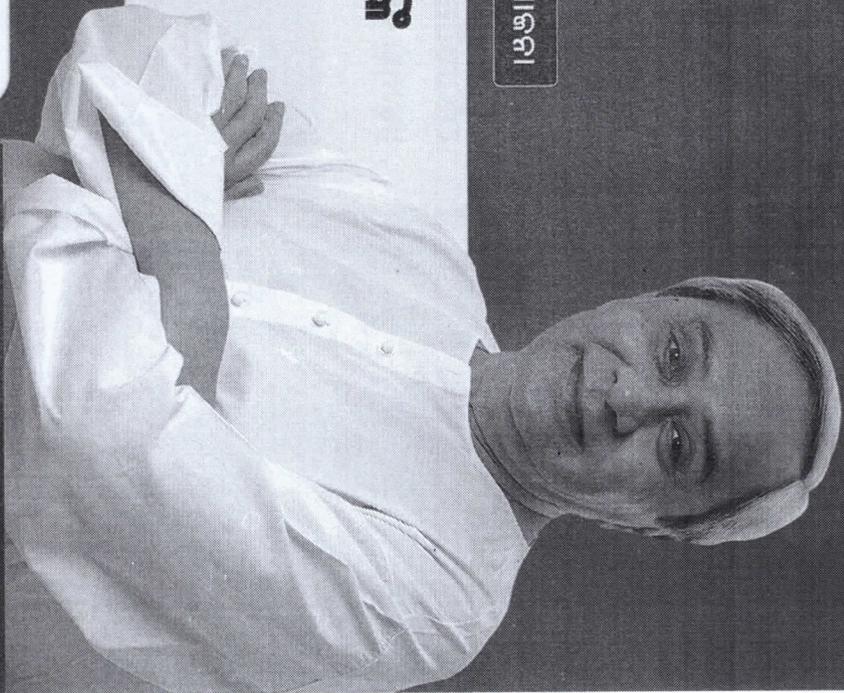
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GET IT ON
Google Play

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MAMATA BOARD WITH FRAME SPECIFICATION



The angle used shall be of Tata/ Jindal make , the structure shall be installed with cement grouting for long life. The boards shall be riveted on the frame.