



THROUGH FAX/E-Mail/POST

ସମ୍ବଲପୁର ଆଦିବାସୀ ଉନ୍ନୟନ ସଂସ୍ଥା ପୁଲବାଣୀ

ଅନୁସୂଚିତ ଜନଜାତି ଅନୁସୂଚିତ ଜାତି ଉନ୍ନୟନ ବିଭାଗ

ଓଡ଼ିଶା ସରକାର

OFFICE OF THE PROJECT ADMINISTRATOR, ITDA, PHULBANI

ST & SC Development Department

Tel: (06842)254149

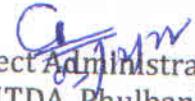
GOVERNMENT OF ODISHA

E-Mail: itdaphulbani@gmail.com

No. 2699 / Date. 03.12.2022

TENDER CALL NOTICE

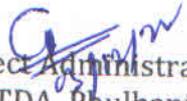
Sealed tenders are invited from intending firms/companies having valid registration PAN/ GST IM No. for procurement of Office Godrej Furniture & Electronic Items for different sections of Collectorate, Kandhamal, Phulbani. The technical and financial bid must be quoted separately. The details of tender call notice can be downloaded from website www.kandhamal.nic.in. The sealed tender should reach the office of the Project Administrator, ITDA, Phulbani dist:- Kandhamal, Odisha, Pin:- 762001 latest by 16.12.2022 by 4.00 PM. The tender will be opened on 17.12.2022 at 11.00AM in the office of Project Administrator, ITDA, Phulbani in presence of the Technical Committee. The tender paper can be obtained in the Office of the PA,ITDA in any working day from 10 AM to 4.00 PM or can be downloaded from the District Website. The bidders those who download tender paper online/obtained from Office should pay DD of Rs. 5000/- in favour of Project Administrator, ITDA, Phulbani payable at Phulbani.


Project Administrator,
ITDA, Phulbani

Memo No. 2700 Date 03.12.2022

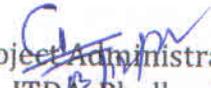
Copy forwarded to the Deputy Director Publication information and Public Relation Department, Odisha, Bhubaneswar with a request to get it published in one Odiya Daily and One National English Daily News papers at an early date preferably before dtd. 05.12.2022 for wide circulation of tender call notice.

Complimentary copy of the News papers containing the tender call notice may be sent to this office for reference and record.


Project Administrator,
ITDA, Phulbani

Memo No. 2701 Date 03.12.2022

Copy submitted to the Collector and District Magistrate, Kandhamal for favour of kind information.


Project Administrator,
ITDA, Phulbani

Memo No. 2702 Date 03.12.2022

Copy along with soft copy in PDF format to District Informatics officer, NIC, Phulbani for information with a request to host the above Tender Call Notice in the District Website www.kandhamal.nic.in immediately for wide publicity.


Project Administrator,
ITDA, Phulbani

Memo No. 2703 Date 03.12.2022

Copy submitted to Chief Development Officer-cum-Executive Officer, ZP, Kandhamal for information and wide publicity.

Copy to the Sub- Collector, Phulbani/ Block Development Officer, Phulbani/ Tahasildar, Phulbani / DPC-SSA, Kandhamal/ District Welfare Officer, Kandhamal / CI. Of Schools (SSD), Phulbani/ Executive Engineer, RWS&S, Phulbani, / Executive Engineer, PHD Phulbani for information and wide publicity.


Project Administrator,
ITDA, Phulbani

Memo No. 2704 Date 03.12.2022

Copy to Office Notice Board for wide publicity.


Project Administrator,
ITDA, Phulbani

TERM AND CONDITION

1. The detailed tender call notice containing specification of items both for technical and financial bid and all other terms & condition can be downloaded from Dist, Official Website www.kandhamal.nic.in. The tender papers would also be available in the office of the ITDA, Phulbani on Payment of 5000/- on any working day from 10.00 AM to 4.00 PM & also the bidders those who download tender paper online should also pay DD of Rs. 5000/- in favour of Project Administrator, ITDA, Phulbani payable at Phulbani.
2. L 1 bidder should be submit 5% security of the Purchase Order Value (POV) which is coverage acceptance of PO (Purchase Order) and also coverage warranty period of 1 year.
3. Period of receipt of tender paper : 05.12.2022
4. Last date & time of receipt of tender paper: 16.12.2022 / 5.00 PM
5. Due date & time of opening of tender paper: 17.12.2022 / 11.00 AM
6. The authority reserves the right to accept or cancel the above tender without assigning any reason thereof.
7. **Sealed tender shall be received in the office of the Project Administrator, ITDA, Phulbani by Registered post/ Speed post and the bidders can also drop the tender papers in the tender box directly in the office of the ITDA, Phulbani within the stipulated period .**
8. The tender should be addressed to Project Administrator, ITDA, Phulbani.
9. The tender is under two bid system i.e. Technical Bid and Financial Bid. The intending Agency/firm must submit three separate sealed envelopes super scribing the tender call notice No. 2699 & Date 03.12.2022.
 - a) **Qualifying Documents:** All the documents relating to determination of eligibility have detailed under below shall be kept inside this envelope with Format "A".
 - b) L 1 bidder should be submit 5% security of the Purchase Order Value (POV) which is coverage acceptance of PO (Purchase Order) and also coverage warranty period of 1 year.

- i. Tender paper cost of Rs. 5,000/- (Rupees Six thousand) only in shape of BD/BC in favour of Project Administrator, ITDA, Phulbani issued from any scheduled Bank and payable at SBI, Phulbani.
 - ii. Photo copy of GSTN clearance certificate.
 - iii. Photocopy of PAN.
 - iv. Authorized dealership certificate.
 - v. Any other documents as per Format "A".
- c) Envelope -1: Technical Bid-** This should be in format "B" for supply of Office furniture and Electronic items be kept inside this envelope.
- i. Item wise specification and proposed specification (if any) must be mentioned.
 - ii. All commercial terms and conditions should be specified.
 - iii. Period of warranty must be mentioned in each item.
- d) Envelop-2: Financial Bid-** This should be in format "C", price quoted for supply of Office furniture and electronic items be kept inside the envelop including maintenance and service charges for period of three years. The authorized dealer/firm selected in the tender process will take the responsibility of maintenance, replacement of defective parts etc.

All the aforesaid documents and two sealed envelopes are to be placed in one envelope super scribed with "Tender Call Notice No. 2699/dated **03.12.2022.**"

10. Procedure for selection of the bidder

- a. Thereafter, Envelop- I containing the technical bid (relating to all eligible bidders after opening the Envelop) shall be opened to examine qualitative aspects of the materials intended for procurement with eligibility bidder documents.
- b. Thereafter, Envelop -II containing the financial bids (to be submitted in the prescribed format) in respect of the bidder who have quality in the technical bid shall be opened and finalized.

11. Duration of receipt of tenders/ closing hours.
Sealed tenders addressed to the Project Administrator, ITDA, Phulbani should be submitted by **Registered Post/ Speed Post** and the bidders can also drop the papers in the tender box directly in the office of the ITDA, Phulbani within the stipulated period by Dt 05.12.2022 to 16.12.2022. If this day is declared as holiday by the Govt., than the next working day shall be the last date for receipt of tender. Tender received after the specified date and time shall not be entertained.
- a. Opening of tenders: The tender will be opened on 17.12.2022 at 11.00 AM in the office chamber of Project Administrator, ITDA, Phulbani.
 - b. Validity of Rate Approved : The rate shall remain valid during the period of one year commencing from the date of finalization of the tender which will facilitate procurement of further systems during the period.
 - c. L1 bidder should be submit 5% security of the Purchase order value (POV) which is coverage acceptance of (PO) Purchase order and also coverage warranty period of 1 year.
 - d. Payment on supply and installation : payment in respect of system supply and installation is to be made by e-transfer for which the selected firm should submit the account number, name of the bank and IFSC code along with bill duly signed by him.
 - e. Acceptance and Rejection of Tender: The Project Administrator, ITDA, Phulbani reserves the right to accept or reject any or all the tender at any stage and may also increase or decrease the quantity without assigning any reason thereof.
 - f. The detail tender call notice containing specification of items both for technical and financial bid can be downloaded from Dist. Official Website www.kandhamal.nic.in.
12. The bidder has to sign on all pages of the tender documents as having accepted all the terms and conditions of the tender. Tenders, which are not signed on all pages, will be summarily rejected.
13. The rate must be quoted on comprehensive basis (cost inclusive of all duties, GST and taxes including transportation charges to the destination which covers all over the duties of Phulbani.

14. Any deviation will be considered as breach of contract and will be dealt accordingly.
15. Application received without complete documents/ information shall not be considered.
16. PA, ITDA, Phulbani has every right to finalize the tender after negotiations with the lowest bidder regarding prices and other conditions.
17. The defective material/work if found is to be replaced/ re-done by the supplier free of cost.
18. The supplier has to undertake all repairs, replacements and maintenance will be done by the supplier on payment of cost.
19. The supply of equipment in all respect should be complete within 15 days after receiving supply order.
20. The equipments have to be delivered and commissioned at Collectorate, Kandhamal / Office of the ITDA , Phulbani of Kandhamal district.
21. A photograph shall be taken at the time of installation and trial run and shall be enclosed to the invoice for arranging payment.
22. The bidder should avoid over writing and corrections. However, if such correction and over writing become inescapable, these are to properly and legibly corrected offers with correction/over writing should be properly attested by the Bidder at every correction.
23. Representative of Bidder desirous to attend the tender opening, can do so, on production of a proper letter of authority from the respective Bidder, failing which they may not be allowed to attend the tender opening. Authorized representative of those bidders who have submitted the tender documents alone shall allowed attending the tender opening.
24. In case of any dispute, the decision of tender committee shall be final.
25. Any dispute or any matter arising out of contract or incidental there to under this enquiry shall be subject to jurisdiction of a competent court of law in Phulbani alone and not in any other place.
26. The PA, ITDA, Phulbani is not responsible for deduction and payment of taxes to Government. It is responsibility of the supplier to pay whatever taxes or cess to the appropriate head of account.


Project Administrator,
ITDA, Phulbani

FORMAT – "A"

DOCUMENTS REQUIRED FOR QUALIFYING BID

(Documents to be kept inside Envelope)

I do hereby declare that I agree to all above terms and conditions of the tender scheduled and participate in the tender.

Sl. No.	Documents	Yes/ No.
1.	Firm Registration	
2.	GSTIN number	
3.	Godrej dealer certificate and tender authorization certificate of Godrej company except electronic items	
4.	Turnover statement certified by auditor	
5.	3 years IT returns	
6.	Copy of up to date GST clearance certificate	
7.	Declaration	
8.	Declaration regarding validity	
9.	Declaration regarding warranty	
10.	Service centre address	
11.	Tender paper cost (in shape of DD)	
12.	Security amount EMD (in shape of DD)	
13.	Copy of PAN	

(Signature of the bidder)
Dated: with Officers seal

Format- B
Technical BID

(Technical specification to be kept inside Envelop-1)

Sl. No	Model Name & Description of the Item	Qty	Whether the proposed system is in tune with the specification (Indicate against each Items)
Office Furniture / Fixture			
1.	Godrej make Table Enterprise Work station	26	
2.	Godrej make table enterprise 1650 with KBPT CPU Trolley and dustbin (Size- 1650x750X728)	7	
3.	Godrej Make pulse mid back chair	23	
4.	Godrej Make pulse high back chair	7	
5.	Godrej Make gain (500 main +1000 addon+1000 Addon+1000 Addon + 1000 Addon with OHU	7	
6.	Godrej make gain (500 main +1000 Addon+1000 Addon+1000 Addon with OHU)	1	
7.	Godrej make table aristo 2100 with eru and back unit (Table size- 2100WX2250DX750H)	1	
8.	Godrej make chair sedan very high back	1	
9.	Godrej make mingle conference table 10 seater (Size- 3000WX1150DX740H)in MM	1	
10.	Godrej make conference chair beat mid back	13	
11.	Godrej make conference chair beat high back	1	
12.	Supply of Godrej make sofa 3 seater FACET SYNLTN IN BLACK	2	
13.	Supply of Godrej make sofa 2 seater FACET SYNLTN IN BLACK	2	
14.	Godrej make Splenda center Table	1	
ELECTRONICS ITEMS			
15.	Supply, fitting & fixing of SONY bravia 215cm size LED TV	1	
16.	Supply, fitting & fixing of LG 1.5 Ton 5 star AC	2	

(Signature of the authorized personnel of Bidder)

Format- C
Financial BID

(Financial specification to be kept inside Envelop-2)

Sl. No.	Model Name & Description of the Item	Qty.	Rate in Rs. (cost for supply of 01 (one) complete system including transportation, installation, commissioning at the site & all taxes	Rate
Office Furniture / Fixture				
1.	Godrej make Table Enterprise Work station Size – (1200X600X728) with KBPT CPU Trolley and dustbin	26		
2.	Godrej make table enterprise 1650 with KBPT CPU Trolley and dustbin (Size- 1650x750X728)	7		
3.	Godrej Make pulse mid back chair	23		
4.	Godrej Make pulse high back chair	7		
5.	Godrej Make gain (500 main +1000 addon+1000 Addon+1000 Addon + 1000 Addon with OHU	7		
6.	Godrej make gain (500 main +1000 Addon+1000 Addon with OHU)	1		
7.	Godrej make table aristo 2100 with eru and back unit (Table size- 2100WX2250DX750H)	1		
8.	Godrej make chair sedan very high back	1		
9.	Godrej make mingle conference table 10 seater (Size- 3000WX1150DX740H)in MM	1		
10.	Godrej make conference chair beat mid back	13		
11.	Godrej make conference chair beat high back	1		
12.	Supply of Godrej make sofa 3 seater FACET SYNLTH IN BLACK	2		
13.	Supply of Godrej make sofa 2 seater FACET SYNLTH IN BLACK	2		
14.	Godrej make Splenda center Table	1		
ELECTRONICS ITEMS				
15.	Supply, fitting & fixing of SONY bravia 215cm size LED TV	1		
16.	Supply, fitting & fixing of LG 1.5 Ton 5 star AC	2		
			TOTAL	

(Total in words _____)

(Signature of the authorized personnel of Bidder)