



E-mail ID:- orl- kotgarh@nic.in

GOVERNMENT OF ORISSA

Office of the Panchayat Samiti, Kotagarh

DIST: - KANDHAMAL

Letter No.43 // Dated. 05.01.2023

To

The Director, I&P.R, Bhubaneswar, Odisha/
D.I.O, NIC, Kandhamal, Phulbani.

Sub:

Publication of Tender Call Notice.

Sir,

Please find herewith a specimen copy of the advertisement for publication of the same in the daily newspaper (One time) with largest circulation by 06.01.2023 consuming minimum space and submit the bill as per I & P.R rate along with a copy of the supplement to the undersigned within 7 days for payment.

This is for favour of your kind information and necessary action.

P. Singh
05/01/2023
Block Development Officer
Kotagarh

Memo No.44 //date. 05.01.2023

Copy submitted to the Collector, Kandhamal for information Kandhamal for information and necessary action.

P. Singh
05/01/2023
Block Development Officer
Kotagarh



OFFICE OF THE PANCHAYAT SAMITI,
KOTAGARH, KANDHAMAL.

Advt. No. 43/dated 05.01.2023

GOVERNMENT OF ORISSA

Tender Call is invited from the intended firms for supply of different items such as Computer system and peripheral, Dual Desks, Chairs, Aqua guard, Furniture, Science table for High Schools under School transformation program of Kotagarh Block. The detail information is available in www.kandhamal.nic.in.

Sd/-

Block Development Officer
Kotagarh

**TENDER PAPER FOR SUPPLY OF
COMPUTERS**

Important Dates

1	Date of hoisting of the bid document on website	10/01/2023
2	Date for sale of the bid documents	10/01/2023 to 20/01/2023 up to 5:00 PM
3	Last date & Time for receipt of bid documents	20/01/2023, 5:00PM
4	Date & Time of opening of Bid document	21/01/2023, 11:00 AM

Sl. No.	Particulars of Item	Status (Yes/No)
1	Copy of valid Company Registration Certificate and GST Certificate.	
2	Copy of audited balance sheet and profit and loss account for FY 2018-19, FY-2019-20, FY 2020-21, clearly indicating the turn over.	
3	Work experience certificate from authorized office not below the rank of Class-I Officer/ copy of work order/ copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Photo copy of the Income Tax Clearance Certificate /PAN card of the supplier/OEM etc.	
6	Original Money receipt/ Demand Draft as proof of cost of Tender paper.	
7	EMD for Rs1% of the Bid amount in shape of DD.	
8	Undertaking for capacity to deliver and onsite installation in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs2,500 in shape of DD	
12	Own manufacturing Unit	
14	DIC Certification on production facilities	
15	Bank Account Number (Self attested Blank Cheque to be attached)	

PANCHAYAT SAMITI OFFICE :KOTAGARH

SHORT TENDER CALL NOTICE

No.

Date.

Sealed tender papers are invited from reputed firms/agencies/ suppliers for supply of Computer system as per Tender specifications. The details tender documents can be downloaded from the District website <http://kandhamal.nic.in>.

Interested bidders may submit their sealed tender documents separately in prescribed format to the "**Block Development Officer, Kotagarh**" so as to reach in this Office on or before **Date 20.01.2023 till 5.00 PM** through **speed post/registered post** only.

Bidders are required to submit **Technical Bid and financial bid** in separate envelopes enclosed in a common envelopes mentioning "**Tender for Supply of Computer System for E-Library under 5-T High School Transformation**" on the cover of the envelopes.

The technical & bid will be opened on **Date 21.01.2023 at 11AM** in the **Office of the Block Development Officer, Kotagarh** in the presence of the bidders or their authorized representatives. The date and time of opening of financial bids will be intimated later.

The Authority reserves the right to accept or reject any or all tender without assigning any reason thereof.

**Sd/-
Block Development officer
Kotagarh.**

MemoNo. Date

Copy to DIO, NIC, Phulbani for information and necessary action. He is requested to web hoist the Tender Notice in the district portal.

Copy to Notice board of Collectorate, Kandhamal/ ZP, Kandhamal/ All Blocks/All Tahasil of Kandhamal District for information and request to display the notice for wide publication.

**Sd/-
Block Development officer
Kotagarh.**

SPECIFICATION OF ITEMS

SL NO.	ITEM NAME	ITEMS DESCRIPTION	QUANTITY	Make
1	1 number of Computer Desktop CPU, 10 Desktop Monitor per school for ICT Lab-Library - cum-reading room	Computer Desktop CPU : Intel® Core™ i5-10100 (3.6 GHz base frequency, up to 4.3 GHz with Intel® Turbo Boost Technology, 10 MB L3 cache, 4 cores, Windows 10 Home preloaded , preloaded Office 365,16 GB DDR4-2666 SDRAM, 1 TB SSD, Intel® UHD Graphics-4GB , Built in wifi;; 4 Super Speed USB 5Gbps signaling rate; 2 Super Speed USB 10Gbps signaling rate, 1 HDMI; 1 line in; 1 line out; 1 power connector; 1 RJ-45; 1 serial; 1 VGA; 2 USB 2.0, Realtek ALC3601 codec, combo microphone/headphone jack, Mechanical Keyboard and Mouse, 3 year Onsite warranty.	4	HP/DELL
2		Computer Desktop Monitor: 19.5-inch (49.53 cm) HD Backlit LED LCD Monitor 200 Nits Brightness 5 MS Response Time Eye Care Features Including BlueLight Shield & Flicker less VGA and HDMI Port 19 Inbuilt speaker, 1 year warranty	40	HP/DELL
3		(V Cloud point S100 or above / N computing L Series-300)	40	
4		USB Keyboard	40	HP/DELL
5		USB Optical Mouse & Mouse pad	40	HP/DELL
6		16-Port Switch	4	D Link/Tenda
7		UPS: 600VA/360W Desktop PC UPS. Wide input Range: 140-300V. Heavy Duty 7AH battery, 3 Output Sockets, connect up to 3 devices. With a maximum backup of 30 minutes ,1 Years Warranty	40	
8		Cat6 LAN Cable, RJ45 connector, I/O Box etc for interconnecting 10 PCs		D-Link

(Including Transportation and installation at 04 High School Points i.e Govt. High School, Bandapipili(Durgapanga GP), Govt. High School, Judabali(Judabali GP), Govt. High School, Parigada(Parigada GP) and Govt. High School, Tuaguda(Gugurmaha GP) of Kotagarh Block)

Bid Price:-

- a) The transportation & Installation charges are also to be included in the Bid Price.
- b) All taxes, duties and other levies payable by the dealer under the contract shall be included in the Bid Price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.

While submitting the bid, the bidders should furnish the following documents:-

- i. Self attested copy of Registration Certificate of firm/agency with seal & signed.
- ii. Self attested copy of valid PAN No. with seal & signed.
- iii. Self attested copy of valid GST Registration Certificate with seal & signed.
- iv. Self attested copy of up to date (Recent) GST Return certificate with seal & signed.
- v. Self attested copy of Last two Financial Year's IT Return (2020-21 and 2021-22)/assessment year (2022-23) with seal & signed.
- vi. Tender paper cost in shape of Demand Draft of Rs2500/-.
- vii. Bank Account Number (Self Cancelled Cheque to be attached)
- viii. Bid Specific OEM authorization letter with signature of Local ASM for CPU/ Monitor V-Cloud/ N computing Device & UPS.

Terms & Conditions:-

- 1) Each bidder shall submit only one quotation as per the enclosed Quotation format.
- 2) The Bidders are required to deposit non-refundable Tender paper cost **Rs2500/- (Rupees Two thousand Five Hundred)** only in shape of Demand Draft of in favour of Block Development Officer, Kotagarh Payable at **Kotagarh** while submitting Bid.
- 3) The bidder should submit EMD amounting to **Rupees 1% of the Bid amount** in shape of Demand Draft drawn in favour of BDO, Kotagarh From any scheduled / nationalized bank drawn at **Kotagarh**. The Bids without EMD or in any other shape shall not be considered and liable for rejection.
- 4) The successful bidder will have to deposit a performance security of 5% of the contract value (Besides EMD) in the form of Demand Draft drawn from any Scheduled/ Nationalized Bank, in favour of Block Development Officer, Kotagarh payable at **Kotagarh**. It should be valid beyond 60 days after the end of all contractual and warranty obligations.
- 5) The conditional bids shall not be considered and will be rejected in very 1st instance.
- 6) Sealed tenders will be received up to Dt. **20/01/2023 till 5.00 PM** at the Office of the Block Development Officer, Kotagarh. Any tender received after the due date & time will be rejected / returned to the sender without opened. The tenders will be received through **registered/speed post** only.
- 7) The bidders are to submit their tenders in two separate sealed covered envelope for technical bid and financial bid by super scribing "**Technical Bid**" in cover "**A**" and "**Financial Bid**" in cover "**B**" and both covers should be put in third cover (C) which should be super scribed as "**Tender for Supply of Computer set for ICT Lab-Library -cum-reading room under 5-THigh School Transformation**".
- 8) The sealed tender cover "A" (Technical Bid) submitted by the tender will be opened by the **Tender Committee** in the **Office of the BDO, Kotagarh on Date 21/01/2023 at 11 AM**. The bidder or his representative may be present at the time of opening of the tender.
- 9) The authorize representative should show authorization letter at the time of opening of technical bid.
- 10) The financial bid of the technically qualified bidders shall be opened on the same day in presence of the bidders or their authorized representatives.
- 11) The tender shall remain valid for a period of 60 days from the last date fixed for receiving the same.
- 12) The successful bidder has to supply all items within stipulated time to be mentioned in the Work order.
- 13) Rate quoted must be inclusive of all taxes, transportation and

Installation & will be valid for a period of one year from the date of approval.

- 14)** The undersigned reserves the right to place the order in phased manner.
- 15)** The numbers of items/ materials are subject to change in supply order as per requirement.
- 16)** Canvassing in any manner will be viewed seriously and will lead to rejection of the bid.
- 17)** If the stock supplied by the successful bidder does not match with the specification as per Tender Document or are found to be of inferior quality at time of delivery of items the stock will be rejected & the supplier has to replace the total quantity of the same product of his own cost.
- 18)** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed and (b) confirm to the terms & conditions and specifications.
- 19)** If found that the successful bidder is incompetent to provide the supply of materials, in such a situation, the proposal may be reviewed for award of the contract to the next qualifying bidder or go for a fresh bid depending upon the circumstances. No form of compensation shall be payable in any form whatsoever to the forfeited firm. In case it decided to go for the next qualifying bidder, negotiation shall be considered to bring down their prices nearer to the originally Evaluated or Lowest bidder in consideration to the orders to be supplied.
- 20)** The bidder should take responsibility of the goods till it reaches the delivery destination. Insurance etc. shall be arranged by the supplier. Supplier shall arrange the road permits or any other documents wherever required.
- 21)** The successful bidder shall not assign or sub-contract or sub-let the whole or any part of the supply order in any manner.
- 22)** The Authority reserve the right to withdraw or relax any of the terms and conditions mentioned above so as to overcome the problem encountered at a later stage.
- 23)** All corrigendum containing amendments to this tender will be post in District website. Bidders are advised to check periodically the district website for any updates.
- 24)** Any legal dispute arises out of this is subject to Kandhamal jurisdiction only.
- 25)** The under signed reserves the right to accept or reject any or all the tender without assigning any reason there of.
- 26)** The requirements are tentative and may vary. The bidder should be prepared to supply the equipments as per the requisition.
- 27)** Bid shall be awarded to the firms offering the lowest/net bundled price and not with reference to lowest price quoted for the individual items. However

- 28) if prices for each and every item are not quoted bid shall not be accepted.
- 29) Final Placement of order for any of items included in the list is subject to decision of committee.
- 30) The bidder has to furnish Bid Specific OEM authorization letter with signature of Local ASM for CPU/ Monitor V-Cloud/ N computing Device& UPS.
- 31) Bidder must be belongs to state of Odisha.


05/01/2023

**Block Development Officer
Kotagarh.**

TECHNICAL BID

1	Name and address of the supplier	
2	Full address of the supplier	
3	Telephone and Mobile phone No.	
4	e-mail address (if any)	
5	Firm/Agency registration Details	
6	GST Regd. No. (enclose self attested copy)	
7	PAN No. (enclose self attested copy)	
8	Upto date (Recent) GST Return certificate (enclose self attested copy)	
9	Last Two Financial Year's IT Return (2020-21& 2021-22)/assessment year (2022-23) (enclose self attested copy)	
10	Tender paper cost in shape of Demand Draft of Rs2500/- (mentioned DD no. & amount)	
11	Bank Account Number (cancelled Cheque to be attached)	
12	Bid Specific OEM authorization letter with signature of Local ASM(Copy to attach)	

I do hereby certify that, the above mentioned particulars/ information are true to the best of my knowledge and correct.

Place:

Date:

Full Signature of the Bidder
with date and seal.

Declaration

1. I/we.....the proprietor/partner/do declare that I/we am/have competent to sign this declaration and execute this tender document.
2. I/We have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/have well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/ we do hereby declare that I/we have not been de-recognized / black listed by any state Govt./Govt. of India/Govt. Organization/Govt. institution for supply of non-standard quality (NSQ) as asked for or non- supply.
5. I/we do hereby declare that I/we will deliver my work as per the terms, conditions and specification of the tender document and work order.

**Full Signature of the Bidder
With date & seal**

FINANCIAL BID

SL. NO.	ITEM NAME	ITEMS DESCRIPTION/ SPECIFICATION	QUANTITY	Make /Brand	Total Rate in Rs including all taxes, transportation & Installation charges at respective HSS under 5T
1	1 number of Computer Desktop CPU, 06 Desktop Monitor per school for ICT Lab-Library - cum-reading room	Computer Desktop CPU : Intel® Core™ i5-10100 (3.6 GHz base frequency, up to 4.3 GHz with Intel® Turbo Boost Technology, 10 MB L3 cache, 4 cores, Windows 10 Home preloaded , preloaded Office 365,16 GB DDR4-2666 SDRAM, 1 TB SSD, Intel® UHD Graphics-4GB , Built in wifi,; 4 Super Speed USB 5Gbps signaling rate; 2 Super Speed USB 10Gbps signaling rate, 1 HDMI; 1 line in; 1 line out; 1 power connector; 1 RJ-45; 1 serial; 1 VGA; 2 USB 2.0, Realtek ALC3601 codec, combo microphone/headphone jack, Mechanical Keyboard and Mouse, 3 year Onsite warranty.	4		
2		Computer Desktop Monitor: 19.5-inch (49.53 cm) HD Backlit LED LCD Monitor 200 Nits Brightness 5 MS Response Time Eye Care Features Including Bluelight Shield & Flicker less VGA and HDMI Port 19 Inbuilt speaker, 1 year warranty	40		
3		(V Cloud point S100 or above / N computing L Series-300)	40		
4		USB Keyboard	40		
5		USB Optical Mouse & Mouse pad	40		
6		16-Port Switch	4		
7		UPS: 600VA/360W Desktop PC UPS. Wide input Range: 140-300V. Heavy Duty 7AH battery, 3 Output Sockets, connect up to 3 devices. With a maximum backup of 30 minutes ,1 Years Warranty	40		
8		Cat6 LAN Cable, RJ45 connector, I/O Box etc for interconnecting 10 PCs			
		TOTAL			

Total bidding price (including taxes and other charges is
Rs.....(Rupees.....
.....)in words.

We agree to supply the above goods in accordance with the
technical specification mentioned in the supply order.

We agree to other terms and conditions of the tender and also
confirmed we will provide the materials as per the standard specified in the document.

Place

Date

**Full signature of the Bidder
With date and seal**

**TENDER PAPER FOR SUPPLY OF
DUAL DESK**

Important Dates

1	Date of hoisting of the bid document on website	10/01/2023
2	Date for sale of the bid documents	10/01/2023 to 20/01/2023 up to 5 PM
3	Last date & Time for receipt of bid documents	20/01/2023 till 5 PM
4	Date & Time of opening of Bid document	21/01/2023 at 11 AM

Checklist of Documents

Sl. No.	Particulars of Item	Status (Yes/No)
1	Copy of valid Company Registration Certificate and GST Certificate.	
2	Copy of audited balance sheet and profit and loss account for FY 2018-19, FY-2019-20, FY 2020-21, clearly indicating the turn over.	
3	Work experience certificate from authorized office not below the rank of Class-I Officer/ copy of work order/ copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Photo copy of the Income Tax Clearance Certificate /PAN card of the supplier/OEM etc.	
6	Original Money receipt/ Demand Draft as proof of cost of Tender paper.	
7	EMD for Rs 1% of the Bid amount in shape of DD.	
8	Undertaking for capacity to deliver and onsite installation in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs 2,500 in shape of DD	
12	Own manufacturing Unit	
14	DIC Certification on production facilities	
15	Bank Account Number (Self attested Blank Cheque to be attached)	

PANCHAYAT SAMITI OFFICE, KOTAGARH

Notice Inviting Tender

No- / Dated:

Sealed tenders are invited in 'double covers system' by Panchayat Samiti, Kotagarh from intended reputed Firms/Agencies/OEM for supply of Furniture (**DUAL DESK**) for various Schools as per specifications in the tender notice from reputed brand under School Transformation Programme for the year 2022-23, having valid GST certificate, PAN card and required test certificates in conformity with detailed tender call notice.

The bid documents consisting of detailed specifications, schedule of quantity and a set of terms and conditions and other necessary documents can be seen and purchased from the office of the BDO, Kotagarh on payment of Rs 2,500.00 (Rupees Two Thousands Five Hundreds Only) per set in shape of demand draft in favour of **BDO, Kotagarh** payable at **Kotagarh** during office hours except Sundays and holidays till last date of sale of bid documents. The bid document is also available in the district portal <http://Kandhamal.nic.in> and can be downloaded till last date of sale of bid documents. The bids downloaded from district portal must be submitted with tender paper cost of Rs 2,500.00 (Rupees Two Thousands Five Hundreds Only) in shape of demand draft (non refundable) in favor of **BDO Kotagarh**, payable at Kotagarh otherwise the bid will be liable for rejection.

Bids must be accompanied with required EMD of Rs 1% (One percent of Bid amount) only in shape of demand draft, duly pledge in favor of **BDO, Kotagarh** payable at Kotagarh. Bids without E.M.D or in other shape will not be considered and liable for rejection. The EMD of the unsuccessful bidders shall be refunded.

Bidders are required to submit technical bids and financial bids in separate sealed envelopes super-scribing "**Technical bid**" and "**Financial bid**" and finally enclosing in a large envelope super-scribing "**TENDER FOR SUPPLY OF FURNITURE (DUAL DESK) FOR DIFFERENT HIGH SCHOOLS UNDER 5T High SCHOOL TRANSFORMATION PROGRAMME**" along with the samples of the items.

The sale of bid documents shall starts from **10/01/2023** at 10 AM and closes on dated **20.01.2023** till 5 PM. The bid documents will be received up to **20.01.2023** till 5 PM through register/speed post only. Tenders received through any other mode shall not be accepted. Bids will be opened on **21.01.2023** at 11 AM in the Office of the BDO Kotagarh in the Presence of the bidder(s) and/or their authorized representatives. The financial bids of unsuccessful bidders who fails in technical bids will not be opened.

Tenders received after due date and time shall not be accepted. Panchayat Samiti Kotagarh. shall not be held responsible for any postal delay or delay due to any other reason(s) beyond its control. The tenders/bids sent through electronic means / Courier shall not be accepted. Any corrigendum/addendum (if any) will be uploaded in the above-mentioned website.

The bids incomplete in any shape shall not be accepted and liable for rejection.

The Tender Committee reserves the right to accept/reject any or all tenders/bids without assigning any reason thereof.

For any queries, the undersigned may be contacted within office hour (10AM to 5PM Except Govt Holidays)

Address: PANCHAYAT SAMITI OFFICE, Kotagarh
At/PO.- Kotagarh
Mobile No :
Email-ori-Kotagarh@nic.in

**Sd/-
Block Development Officer,
Kotagarh**

Memo No. / Date.

Copy to Notice Board, Kotagarh Block/Collector, Kandhamal/ZP, Kandhamal/All Blocks/All Tahasils for information and request to display the notice for wide publication.

Copy to DIO, NIC, Kandhamal with a request for uploading the same in the district website.

Copy to Director, I&PR, Bhubaneswar, Odisha with a request to publish the advertisement in one English daily (National edition) and two Odia dailies (all Odisha edition) with largest circulation and submit the bills to the undersigned for necessary payment.

**Sd/-
Block Development Officer,
Kotagarh**

1. Scope of Work

The scope of work comprises for supply of Furniture (DUAL DESK) to various schools under Kotagarh block as per specifications of the tender notice for Kotagarh block. The bidders are required to submit samples of item as per the specification in the indicative list given below along with financial bid. The selected bidder is required to supply the items to various schools of Kotagarh Block within 30 days of assignment of the Order/Contract.

2. Warranty

A written document issued to the purchaser of an article by its OEM/Dealers promising to repair or replace the defective goods within a specified time.

3. GST Certificate

The firm/dealer must have valid GST certificate, PAN card and Income Tax Return details of 3 years i.e financial year FY 2018-19, FY 2019-20, FY 2020-21.

4. Experience

The Firm/ Dealer/ OEM should have experience of executing or supply of similar items of Rs. 70 Lakh order in a year. Copy of work order clearly specifying the date of award contract, contracting authority, quantity, and cost of equipments should be attached.

5. Supply Capacity

The bidder must submit an undertaking stating that it has capacity of supplying the above item in the bid document costing up to Rs 0.50 cr.

6. Turn over

The bidder must have an average annual turnover of Rs 0.50 cr. in the preceding financial years i.e FY 2018-19, FY-2019-20, FY 2020-21. The balance sheet and profit and loss account should be submitted, duly audited by a chartered accountant in support of proof.

7. Bid Processing Fees

The bidder shall submit a bid processing fees Rs 2500.00 (Rupees Two Thousand Five hundred Only) in favor of BDO, Kotagarh in shape of demand draft payable at SBI Kotagarh.

8. EMD

The bidder shall submit EMD of 1% (One percent of Bid amount) only in favor of BDO Kotagarh in shape of demand draft from any nationalized bank payable at Kotagarh.

9. Undertaking as to litigation/Black Listed

The bidder shall submit self certified undertaking to the effect that there is no major legal cases pending against it or him and not being black listed by Govt. of Odisha and any other Govt. of union territory and other authorities.

10. Samples of Items

The bidder shall exhibit samples of item in conformity with the specification on the bid-opening day.

11. Technical Evaluation Criteria

Bidder, who fulfills all the below mentions technical evaluation criteria will be considered eligible for compete in the financial bid.

Sl.No	Criteria	Supporting Documents to be Submitted
i.	The bidder should be a proprietorship/ Partnership/ company established in India	Bidder must submit the proprietorship/ partnership/ company registration Certificate/incorporation details along with a copy of PAN CARD Income tax return of 3 years (FY 2018-19, FY-2019-20, FY 2020-21.)

- | | | |
|-------|---|---|
| ii. | The bidder should have experience of executing supplying of aforesaid item, at least Rs 70 Lakh in a year during last three years | GST registration certificate, copy of work order clearly specifying the date of award, contracting authority, the quantity and cost of items supplied. |
| iii. | Supply capacity | The bidder must submit an undertaking stating that it has capacity of supplying of items up to Rs 0.50 crore. |
| iv. | Financial Details of Bidder | The bidder should have an average Annual turnover of at least INR 1.00 Cr. in each of the immediately preceding three financial years FY 2018-19, FY-2019-20, FY 2020-21). Proof to be submitted by the Bidder in form of a statement by a chartered accountant / audit report. |
| v. | The Bidder should submit a bid processing Fee of Rs 2500/- (non-refundable) | Demand draft in favor of BDO Kotagarh Payable at Kotagarh (To be kept in the Technical Bid envelope) |
| vi. | The Bidder should submit an Earnest Money Deposit (EMD) of RS 1% of the Bid amount | Demand draft in favor of BDO Kotagarh, Payable at Kotagarh (To be kept in the Technical Bid envelope) |
| vii. | Bidder should submit an undertaking about major legal cases Pending against them. | Attach self certification/ undertaking on company letter head duly signed and stamped by the competent authority of the Bidder. |
| viii. | Bidder should submit an undertaking That, it is not blacklisted by the government of India or the state government of Odisha or any other government authority. | Attach self certification/ undertaking on company letter head duly signed and stamped by the competent authority of Bidder. |
| ix. | Samples items to be supplied | The Bidder must submit sample of such Item in conformity with the specifications mentions in the tender documents |
| x. | DI Certifications | The Bidders must have District Industrial Certification. |

Note- All the documents must be self attested by the Bidders.

The authority will consider strictly on the basis of the quality of sample of item submitted by the bidders, which will be evaluated by the District Committee headed by the Collector, Kandhamal.

If the Technical Bid of a bidder is found complete in all respect, then only financial Bid will be opened, otherwise Financial Bid will be returned to the Bidder without opening it.

Financial Bids -

The Financial Bids of only the Bidders whose samples are selected by the evaluation committee (technical) will be opened. Financial Bid must be submitted as per the format.

Contract shall be awarded to the firms(s) offering the lowest price subject to the quality / brand to be decided by the committee.

12. INSTRUCTIONS TO BIDDERS

General Instructions

- Interested bidders are advised to view the detailed tender documents at www.Kandhamal.nic.in or can be bought from KOTAGARH BLOCK OFFICE.
- Bidders desirous for participating in the tender, shall have to pay the tender cost mentioned in notice inviting tender. The tender cost is required to be paid in shape of Demand draft only, drawn from any nationalized bank in favor of BDO Kotagarh which must be payable at Kotagarh. The tender cost is inclusive of GST and is not refundable.
- Earnest money as specified in bid shall be deposited in shape of Demand Draft from any nationalized bank in an acceptable form at the time of submission of bid.
- Bid securities of the unsuccessful bidders shall be refunded to them within 03 weeks of the selection of successful bidder.
- The bidders shall submit copies of documents defining their respective constitutional or legal status, place of registration and principal place of Business Company or firm or partnership.
- Bidding firms are required to submit documents related to assignment of Power of attorney to sign the agreement on behalf of bidders if they desire so.
- Bidding Partnership firms are required to submit complete partnership deeds along with the bid documents.
- The bidders shall submit reports on their financial standing such as audited profit and loss statements, balance sheet, Auditors reports and banker's certificates for the past three financial years. All accounting statements must be duly audited and submitted along with the auditor's note of accounts and accounting standards.
- The bidders shall submit information on their performance during last 3 financial years in proper format.
- The item to be supplied shall strictly comply with the specifications as mentioned in the bid, otherwise the material shall be liable for rejection.
- Since, timely execution of works is the essence of the contract, requests for extension of time for supply shall not ordinarily be entertained.
- Notice inviting tender, bid documents, prescribed Technical bid, financial bid, terms & conditions shall form the part of the tender.
- The price quoted by the Bidders shall be inclusive of all taxes, transportation and installation at the specified locations.

- Besides, EMD, the bidder shall have to submit performance security 5% of the contract value in shape of Bank Draft in favor of BDO Kotagarh drawn from any nationalized bank, payable at Kotagarh and it should be valid beyond 60 days after the end of all contractual obligations or warranty obligations.
- The EMD may be forfeited in case
 - i. The Bidder withdraws its bid within validity period of 30 days.
 - ii. The Bidder does not respond for clarification of bid.
 - iii. The Bidder fails to provide the required information during the evaluation process.
 - iv. The Bidder submits false information.
 - v. The Bidder fails to sign Agreement in time or does not furnish Performance Security i.e. 5% of the Contract value.
 - vi. The Bidder materially alters his Bid during the Bid processing period.

The

- The undersigned will not be held responsible for any incidental or consequential losses of the firms while execution and till expiry of the period of maintenance.
- Deviations in terms and conditions, specification of material, inspection clause etc. will not be accepted under any condition.
- Prices quoted must be firm and fixed. It shall be quoted in both figure and word. It should be inclusive of GST, transportation cost.
- Conditional tender shall not be accepted.
- Canvassing in any manner will be viewed seriously leading to rejection of the bid.
- All the documents submitted by the Bidder shall be self-attested or else will be liable for rejection.
- The delivery shall be made within 30 days from the date of issue of supply order.
- In case the lowest quoted bidder is unable to supply the required number of items in specified period, the committee reserves the right to negotiate with the bidders in L2, L3 etc. in the L1 approved rate.

13. Opening of Financial Bid

- If the Technical Bid is found complete in all respect and responsive, the financial bid shall be opened.
- The Financial bids of only the Bidders whose samples are selected by the evaluation committee (technical) will be opened.
- Bid shall be awarded to the firm(s) offering the lowest price.

14. Bid Processing Fee

Apart from cost of tender paper, the bidder shall submit a Bid processing fees of Rs 2500/- (Rupees Two thousand Five Hundreds only) along with Technical Bid failing which the tender will be rejected. It is non-refundable.

15. Delivery Mechanism

The delivery of the items as per the list of each location shall be made by the bidder at the respective schools. Random quality verification will be conducted at the time of each delivery. If the quality and/or quantity is found to be non-satisfactory, Bidder will be penalized up to 100% of the Order value.

16. **Validity of Tender**

60 days from date of receipt of Bid documents.

17. **Settlement of Dispute**

In case of any dispute arises between the supplier and purchaser shall be tried to resolved amicably by mutual understanding. If the parties fails to resolve the dispute within 21 days shall be settled through arbitration under the jurisdiction of Kandhamal Court only as per Indian Arbitration and Conciliation Act-1996.

18. **Payment**

Payment shall be made after random inspection of supplied materials by the Inspection team and if found satisfactory.


05/01/2023

**Block Development Officer,
Kotagarh.**

Specification of Items:

Sl.No.	Name of the Item	Qty (In nos)	Specification	Price limited to maximum per Unit (In Rs.)
1	2	3	4	5
1.	Desk Bench	140	<p>Dual Desk & Bench: 42"(L)x30"(H)x36"(B) Desk Top: 42"x15" Desk Backside:42"x08" Desk Book Shelf:42"x10" Desk Slope: Null Distance B/W Desk & Bench:9"</p> <p>Bench seat:42"x12" Bench Backside: 42"x08" Foot Rest: Null Backrest Slope: 10 Degree</p> <p>Dual fixed Desk and Bench made out of end enclosed Tubular square pipe of 25mm Dia/ Square pipe of size 1 Inch x 1 Inch x 1.2mm (Length x Breadth xThick) of heavy duty mild steel enclosed and painted with two coats of enamel paints over a coat of primer with pre-laminated 18mm MDF board with edges binding with ends enclosed on table top, sitting, back rest, book rack and front. Color – BLUE / GREEN/ MAROON/YELLOW</p>	Rs.5,500

(Including Transportation and installation at 04 High School Points i.e Govt. High School, Bandapipili(Durgapanga GP), Govt. High School, Judabali(Judabali GP)-40 Nos, Govt. High School, Parigada(Parigada GP)-40Nos and Govt. High School, Tuaguda(Gugurmaha GP) of Kotagarh Block)

Bid Price:-

- a) The transportation & Installation charges are also to be included in the Bid Price.
- b) All taxes, duties and other levies payable by the dealer under the contract shall be included in the Bid Price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.

UNDERTAKING FOR SUPPLY OF FURNITURES

We confirm that we have the capacity to supply the required items amounting to
Rs _____ lakhs to KOTAGARH BLOCK (140 Numbers) as per their
requirement in a time frame of 30 days.

For and on behalf of:

Signature (with Seal)

To:

The Block Development Officer,
KOTAGARH

UNDERTAKING THAT THE FIRM/INSTITUTION IS NOT BLACKLISTED

We confirm that we are not blacklisted by any Government Institution/CPSE/SLPE/Local Authority.

For and on behalf of:

Signature (with Seal)

To:

The Block Development Officer,
KOTAGARH

Financial bid

Sl. No	Name of the item with specification	Unit (In Nos)	Price quoted per unit in Rs. Inclusive of all taxes	Transportation / Installation Charges if any	Total price
1	2	3	4	5	6
1.	Dual Desk				

Total bidding price (including taxes and other charges is

Rs..... (Rupee.....) in words.

We agree to supply the above goods in accordance with the technical specification for the amount mentioned above within a period of 3 months from the receipt of the supply order.

N.B:- (a) in case of discrepancy between unit price and total price, the lowest price among them shall prevail.

(b) We agree to other terms and conditions of the tender and also confirmed we will provide the materials as per the standard specified in the document.

Place

Date

Full signature of the Bidder
With date and seal

N.B.:- The requirements are purely tentative and may vary and the bidder shall be prepared to supply the equipments as per our requisition.

**TENDER PAPER FOR SUPPLY OF
SCIENCE TABLES**

Important Dates

1	Date of hoisting of the bid document on website	10/01/2023
2	Date for sale of the bid documents	10/01/2023 to 20/01/2023 up to 5.00 PM
3	Last date & Time for receipt of bid documents	20/01/2023, 5.00PM
4	Date & Time of opening of Bid document	21/01/2023, 11 AM

Checklist of Documents

Sl. No.	Particulars of Item	Status (Yes/No)
1	Copy of valid Company Registration Certificate and GST Certificate.	
2	Copy of audited balance sheet and profit and loss account for FY 2018-19, FY-2019-20, FY 2020-21, clearly indicating the turn over.	
3	Work experience certificate from authorized office not below the rank of Class-I Officer/ copy of work order/ copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Photo copy of the Income Tax Clearance Certificate /PAN card of the supplier/OEM etc.	
6	Original Money receipt/ Demand Draft as proof of cost of Tender paper.	
7	EMD for Rs 1% of the Bid amount in shape of DD.	
8	Undertaking for capacity to deliver and onsite installation in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs 2,000 in shape of DD	
12	Authorization certificate	
13	DIC Certification on production facilities	
14	Bank Account Number (Self attested Blank Cheque to be attached)	

PANCHAYAT SAMITI OFFICE, KOTAGARH

Notice Inviting Tender

No- Dated:

Sealed Item rate tenders are invited in 'double covers system' by Panchayat Samiti, Kotagarh from intended reputed Firms/Agencies/OEM for supply of Furniture (**SCIENCE LABORATORY TABLE**) for various Schools as per specifications in the tender notice from reputed brand under School Transformation Programme for the year 2022-23, having valid GST certificate, PAN card and required test certificates, in conformity with detailed tender call notice.

The bid documents consisting of detailed specifications, schedule of quantity and a set of terms and conditions and other necessary documents can be seen and purchased from the office of the BDO Kotagarh on payment of Rs 2,500(Rupees Two Thousand Five hundred rupees Only) per set in shape of demand draft in favour of **BDO Kotagarh** payable at **Kotagarh** during office hours except Sundays and holidays till last date of sale of bid documents. The bid document is also available in the district portal <http://Kandhamal.nic.in> and can be downloaded till last date of sale of bid documents. The bids downloaded from district portal must be submitted with tender paper cost of Rs 2,500(Rupees Two Thousand Five hundred rupees Only) in shape of demand draft (non refundable) in favor of **BDO Kotagarh**, payable at **Kotagarh** otherwise the bid will be liable for rejection.

Bids must be accompanied with required EMD of Rs 1% of the Bid amount (Rupees One percent of the Bid amount only) in shape of demand draft, duly pledge in favor of **BDO Kotagarh** payable at **Kotagarh**. Bids without E.M.D or in other shape will not be considered and liable for rejection. The EMD of the unsuccessful bidders shall be refunded.

Bidders are required to submit technical bids and financial bids in separate sealed envelopes super-scribing "Technical bid" and "Financial bid" and finally enclosing in a large envelope super-scribing "TENDER FOR SUPPLY OF FURNITURE(SCIENCE TABLE) FOR HIGH SCHOOLS UNDER SCHOOL TRANSFORMATION PROGRAMME" along with the samples of the items.

The sale of bid documents shall starts from 10/01/2023 at 11 AM and closes on dated 20.01.2023 till 5.00 PM. The bid documents will be received up to 20.01.2023 till 5.00 PM through register/speed post only. Tenders received through any other mode shall not be accepted. Bids will be opened on 21.01.2023 at 11.00 AM in the Office of the BDO Kotagarh in the Presence of the bidder(s) and/or their authorized representatives. The financial bids of unsuccessful bidders who fail in technical bids will not be opened.

Tenders received after due date and time shall not be accepted. Panchayat Samiti Kotagarh shall not be held responsible for any postal delay or delay due to any other reason(s) beyond its control. The tenders/bids sent through electronic means / Courier shall not be accepted. Any corrigendum/addendum (if any) will be uploaded in the above-mentioned website.

The bids incomplete in any shape shall not be accepted and liable for rejection.

The Tender Committee reserves the right to accept/reject any or all tenders/bids without assigning any reason thereof.

For any queries, the undersigned may be contacted within office hour(10AM to 5PM Except on Govt Hollidays).

Sd/-
Block Development Officer
Kotagarh.

Memo No. Date.

Copy to Notice Board, Kotagarh Block/Collector, Kandhamal/ZP, Kandhamal/All Blocks/All Tahasils for information and request to display the notice for wide publication.

Copy to DIO, NIC, Kandhamal for uploading the same in the district website.

Copy to Director, I & PR, Bhubaneswar, Odisha with a request to publish the advertisement in one English daily (National edition) and two Odia dailies (all Odisha edition) with largest circulation and submit the bills to the undersigned for necessary payment.

**Sd/-
Block Development Officer,
Kotagarh**

1. Scope of Work

The scope of work comprises for supply of Furniture (Science Laboratory Table) to various schools under Kotagarh block as per specifications of the tender notice for Kotagarh block. The bidders are required to submit samples of item as per the specification in the indicative list given below along with financial bid. The selected bidder is required to supply the items to various schools of Kotagarh Block within 30 days of assignment of the Order/Contract.

2. Warranty

A written document issued to the purchaser of an article by its OEM/Dealers promising to repair or replace the defective goods within a specified time.

3. GST Certificate

The firm/dealer must have valid GST certificate, PAN card and Income Tax Return details of 3 years i.e financial year 2018-19 & 2019-20, 2020-21.

4. Experience

The Firm/ Dealer/ OEM should have experience of executing or supply of similar items of Rs. 50 Lakh of order in a year during last 3 years. Copy of work order clearly specifying the date of award contract, contracting authority, quantity, and cost of equipments should be attached.

5. Supply Capacity

The bidder must submit an undertaking stating that it has capacity of supplying the above item in the bid document costing up to Rs 1.00 cr.

6. Turn over

The bidder must have an average annual turnover of Rs 1.00 cr. in the preceding financial years i.e 2018-19, 2019-20 and 2020-21. The balance sheet and profit and loss account should be submitted, duly audited by a chartered accountant in support of proof.

7. Bid Processing Fees

The bidder shall submit a bid processing fees Rs 2500.00 (Rupees Two Thousands Only) in favor of BDO Kotagarh in shape of demand draft payable at SBI Kotagarh.

8. EMD

The bidder shall submit EMD of Rs. 1% of the Bid amount (Rupees One percent of the bid amount) only in favor of BDO Kotagarh in shape of demand draft from any nationalised bank payable at Kotagarh.

9. Undertaking as to litigation/Black Listed

The bidder shall submit self certified undertaking to the effect that there is no major legal cases pending against it or him and not being black listed by Govt. of Odisha and any other Govt. of union territory and other authorities.

10. Samples of Items

The bidder shall exhibit samples of item in conformity with the specification on the bid-opening day.

11. Technical Evaluation Criteria

Bidder, who fulfills all the below mentions technical evaluation criteria will be considered eligible for compete in the financial bid.

Sl.No	Criteria	Supporting Documents to be Submitted
i.	The bidder should be a proprietorship/ Partnership/ company established in India	Bidder must submit the proprietorship/ partnership/ company registration Certificate/incorporation details along with a copy of PAN CARD Income tax return of 3 years (FY-2018-19 & 2019-20, 2020-21.)
ii.	The bidder should have experience of executing Supplying of aforesaid item, at least Rs 50 Lakh in a year during last three years.	GST registration certificate, copy of work order clearly specifying the date of award, contracting authority, the quantity and cost of items supplied.
iii.	Supply capacity	The bidder must submit an undertaking stating that it has capacity of supplying of items up to Rs 1.00 crore.
iv.	Financial Details of Bidder	The bidder should have an average Annual turn over of atleast INR 1.0 Crore in each of the immediately preceding last three financial years (i.e FY-2018-19 & 2019-20, 2020-21.). Proof to be submitted by the Bidder in form of a statement by a chartered accountant / audit report.

- | | | |
|-------|--|---|
| v. | The Bidder should submit a bid processing Fee of Rs 2500/- (non-refundable) | Demand draft in favour of BDO Kotagarh Payable at Kotagarh (To be kept in the Technical Bid envelope) |
| vi. | The Bidder should submit an Earnest Money Deposit (EMD) of RS 1% of the Bid amount | Demand draft in favor of BDO Kotagarh , Payable at Kotagarh (To be kept in the Technical Bid envelope) |
| vii. | Bidder should submit an undertaking about major legal cases Pending against them. | Attach self certification/ undertaking on company letter head duly signed and stamped by the competent authority of the Bidder. |
| viii. | Bidder should submit an undertaking That, it is not blacklisted by the government of India or the state government of Odisha or any other government authority. by | Attach self certification/ undertaking on company letter head duly signed and stamped by the competent authority of Bidder. |
| ix. | Samples items to be supplied | The Bidder must submit sample of such Item in conformity with the specifications mentions in the tender documents |
| x. | DI Certifications | The Bidders must have District Industrial Certification. |

Note- All the documents must be self attested by the Bidders.

The authority will consider strictly on the basis of the quality of sample of item submitted by the bidders, which will be evaluated by the District Committee headed by the Collector, Kandhamal.

If the Technical Bid of a bidder is found complete in all respect, then only financial Bid will be opened, otherwise Financial Bid will be returned to the Bidder without opening it.

Financial Bids -

The Financial Bids of only the Bidders whose samples are selected by the evaluation committee (technical) will be opened. Financial Bid must be submitted as per the format.

Contract shall be awarded to the firms(s) offering the lowest price subject to the quality / brand to be decided by the committee.

12. INSTRUCTIONS TO BIDDERS

General Instructions

- Interested bidders are advised to view the detailed tender documents at www.Kandhamal.nic.in or can be had from KOTAGARH BLOCK OFFICE.
- Bidders desirous for participating in the tender, shall have to pay the tender cost mentioned in notice inviting tender. The tender cost is required to be paid in shape of Demand draft only, drawn from any nationalized bank in favor of BDO KOTAGARH which must be payable at KOTAGARH. The tender cost is inclusive of GST and is not refundable.

- Earnest money as specified in bid shall be deposited in shape of Demand Draft from any nationalized bank in an acceptable form at the time of submission of bid.
- Bid securities of the unsuccessful bidders shall be refunded to them within 03 weeks of the selection of successful bidder.
- The bidders shall submit copies of documents defining their respective constitutional or legal status, place of registration and principal place of Business Company or firm or partnership.
- Bidding firms are required to submit documents related to assignment of Power of attorney to sign the agreement on behalf of bidders if they desire so.
- Bidding Partnership firms are required to submit complete partnership deeds along with the bid documents.
- The bidders shall submit reports on their financial standing such as audited profit and loss statements, balance sheet, Auditors reports and banker's certificates for the past three financial years. All accounting statements must be duly audited and submitted along with the auditor's note of accounts and accounting standards.
- The bidders shall submit information on their performance during last 3 financial years in proper format.
- The item to be supplied shall strictly comply with the specifications as mentioned in the bid, otherwise the material shall be liable for rejection.
- Since, timely execution of works is the essence of the contract, requests for extension of time for supply shall not ordinarily be entertained.
- Notice inviting tender, bid documents, prescribed Technical bid, financial bid, terms & conditions shall form the part of the tender.
- The price quoted by the Bidders shall be inclusive of all taxes, transportation and installation at the specified locations.
- Besides, EMD, the bidder shall have to submit performance security 5% of the contract value in shape of Bank Draft in favor of BDO KOTAGARH drawn from any nationalized bank, payable at KOTAGARH and it should be valid beyond 60 days after the end of all contractual obligations or warranty obligations.
- The EMD may be forfeited in case
 - i. The Bidder withdraws its bid within validity period of 30 days.
 - ii. The Bidder does not respond for clarification of bid.
 - iii. The Bidder fails to provide the required information during the evaluation process.
 - iv. The Bidder submits false information.
 - v. The Bidder fails to sign Agreement in time or does not furnish Performance Security i.e 5% of the Contract value.
 - vi. The Bidder materially alters his Bid during the Bid processing period.
- The undersigned will not be held responsible for any incidental or consequential losses of the firms while execution and till expiry of the period of maintenance.
- Deviations in terms and conditions, specification of material, inspection clause etc. will not be accepted under any condition.
- Prices quoted must be firm and fixed. It shall be quoted in both figure and word. It should be inclusive of GST, transportation cost.
- Conditional tender shall not be accepted.
- Canvassing in any manner will be viewed seriously leading to rejection of the bid.

- All the documents submitted by the Bidder shall be self-attested or else will be liable for rejection.
- The delivery shall be made within 30 days from the date of issue of supply order.
- In case the lowest quoted bidder is unable to supply the required number of items in specified period, the committee reserves the right to negotiate with the bidders in L2, L3 etc. in the L1 approved rate.

13. Opening of Financial Bid

- If the Technical Bid is found complete in all respect and responsive, the financial bid shall be opened.
- The Financial bids of only the Bidders whose samples are selected by the evaluation committee (technical) will be opened.
- Bid shall be awarded to the firm(s) offering the lowest price.

14. Bid Processing Fee

Apart from cost of tender paper, the bidder shall submit a Bid processing fees of Rs 2,500/- (Rupees Two thousands only) along with Technical Bid failing which the tender will be rejected. It is non-refundable.

15. Delivery Mechanism

The delivery of the items as per the list of each location shall be made by the bidder at the respective schools .A random quality verification will be conducted at the time of each delivery. If the quality and/or quantity is found to be non-satisfactory, Bidder will be penalized up to 100% of the Order value.

16. Validity of Tender

60 days from date of receipt of Bid documents.

17. Settlement of Dispute

In case of any dispute arises between the supplier and purchaser shall be tried to resolved amicably by mutual understanding. If the parties fails to resolve the dispute within 21 days shall be settled through arbitration under the jurisdiction of Kandhamal Court only as per Indian Arbitration and Conciliation Act-1996.

18. Payment

Payment shall be made after random inspection of supplied materials by the Inspection team and if found satisfactory.


05/01/2023

**Block Development Officer,
KOTAGARH.**

Specification of Items:

Sl.No.	Name of the Item	Qty.	Specification	Price limited to Maximum per Unit (In Rs.)
1	2	3	4	
1.	Science Laboratory Table	8	Science Lab Table: 8'(L)X3'(H)X4'(W) , made up of Cold Rolled Steel (TATA/JINDAL/SAIL) fitted with MS square pipe(25mmx25mmx1.2mm thick& fitted with draw, covered rack shelf & Chemical Rack size(30"{L}x9"{W}x24"{H}) made up of MDF board. Top Surface -Granite surface with ceramic Sink fitted with swan neck watertap brand(Johnson,Jaguar,Parriware) and drainage/waste pipe fixing.	Rs.36,000.00

Bid Price:-

- The transportation & Installation charges are also to be included in the Bid Price.
- All taxes, duties and other levies payable by the dealer under the contract shall be included in the Bid Price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices should be quoted in Indian Rupees only.

UNDERTAKING FOR SUPPLY OF SCIENCE TABLE

We confirm that we have the capacity to supply the required items amounting to Rs _____ lakhs to KOTAGARH BLOCK (nos) as per their requirement in a time frame of 30 days.

For and on behalf of:

Signature(with Seal)

To:

The Block Development Officer,
Kotagarh.

UNDERTAKING THAT THE FIRM/INSTITUTION IS NOT BLACKLISTED

We confirm that we are not blacklisted by any Government Institution/CPSE/SLPE/Local Authority.

For and on behalf of:

Signature (with Seal)

To:

The Block Development Officer,
Kotagarh.

Financial bid

Sl. No	Name of the item with specification	Unit (In Nos)	Price quoted per unit in Rs. Inclusive of all taxes	Transportation / Installation Charges if any	Total price
1	2	3	4	5	6
1.	SCIENCE LABORATORY TABLE	08			

Total bidding price (including taxes and other charges is

Rs..... (Rupee.....) in words.

We agree to supply the above goods in accordance with the technical specification for the amount mentioned above within a period of 3 months from the receipt of the supply order.

N.B:- (a) in case of discrepancy between unit price and total price, the lowest price among them shall be prevail.

(b) We agree to other terms and conditions of the tender and also confirmed we will provide the materials as per the standard specified in the document.

Place

Date

Full signature of the Bidder
with date and seal.

N.B.:- The requirements are purely tentative and may vary and the bidder shall be prepared to supply the equipments as per our requisition.

**TENDER PAPER FOR SUPPLY OF
AQUAGUARD**

IMPORTANT DATES

1	Date of hoisting of the bid document on website	10/01/2023
2	Date for sale of the bid documents	10/01/2023 to 20/01/2023 up to 5:00 PM
3	Last date & Time for receipt of bid documents	20/01/2023, 5:00PM
4	Date & Time of opening of Bid document	21/01/2023, 11:00 AM

Checklist of Documents

Sl. No.	Particulars of Item	Status (Yes/No)
1	Copy of valid Company Registration Certificate and GST Certificate.	
2	Copy of audited balance sheet and profit and loss account for FY 2019-20, 2020-21, 2021-22 clearly indicating the turn over.	
3	Work experience certificate from authorized office not below the rank of Class-I Officer/ copy of work order/ copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Photo copy of the Income Tax Clearance Certificate /PAN card of the supplier/OEM etc.	
6	Original Money receipt / Demand Draft as proof of cost of Tender paper.	
7	EMD @ 1% of the Bid amount in shape of DD.	
8	Undertaking for capacity to deliver and onsite installation in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs 2,500 in shape of DD	
12	Own manufacturing Unit	
14	DIC Certification on production facilities	
15	Bank Account Number (Self attested Blank Cheque to be attached)	



**OFFICE OF THE PANCHAYAT SAMITI, KOTAGARH
KANDHAMAL**

SHORT TENDER CALL NOTICE

No. // Date.

Sealed tenders are invited from reputed firms / agencies & suppliers for supply as per Tender specifications. The details tender documents can be obtained from the District website <http://Kandhamal.nic.in>. Interested bidders may submit their sealed tender documents in prescribed format to the "Block Development Officer, Kotagarh" so as to reach in this Office on or before **20/01/2023 5:00 PM** through speed post / registered post only. Bidders are required to submit Technical Bid and financial bid in separate envelopes enclosed in a common envelopes mentioning "Tender for Supply of Aquaguard for 5-T High School Transformation" over the envelopes.

The technical bid will be opened on **21/01/2023 at 11:00 AM** in the Office Chamber of the Block Development Officer, Kotagarh in presence of Tender Committee Members, bidders or their authorized representatives. The financial bid of the technically qualified bidders shall be opened on the same day in presence of the bidders or their authorized representatives.

The Authority reserves the right to accept or reject any or all tender without assigning any reason thereof.

Sd/-
**Block Development officer
Kotagarh**

Memo No. Date.

Copy to DIO, NIC, Kandhamal, Phulbani for information and necessary action. He is requested to web hoist the Tender Notice in the district portal.

Copy to Notice board of Collectorate, Kandhamal / Zilla Parishad, Kandhamal / All Panchayat Samiti Offices / All Tahasils for information and request to display the notice for wide publication.

Sd/-
**Block Development officer
Kotagarh**

SPECIFICATION OF ITEMS

SL. NO.	ITEM NAME	ITEMS DESCRIPTION	QUANTITY	RATE
1	Aquaguard	Aquaguard Reviva with jumbo filter with 50 lit capacity per Hour basic model (Eureka Forbes)	04(01/School)	

(Including Transportation and installation at 04 High School Points i.e Govt. High School, Bandapipili(Durgapanga GP), Govt. High School, Judabali(Judabali GP), Govt. High School, Parigada(Parigada GP) and Govt. High School, Tuaguda(Gugurmaha GP) of Kotagarh Block)

Bid Price:-

- a) The transportation & Installation charges are also to be included in the Bid Price.
- b) All taxes, duties and other levies payable by the dealer under the contract shall be included in the Bid Price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.

While submitting the bid, the bidders should furnish the following documents:-

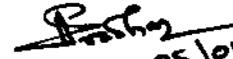
- i. Self attested copy of Registration Certificate of firm / agency with seal & Signature.
- ii. Self attested copy of valid PAN No. with seal & Signature.
- iii. Self attested copy of valid GST Registration Certificate with seal & Signature.
- iv. Self attested copy of up to date (Recent) GST Return certificate with seal & Signature.
- v. Self attested copy of last one Financial Year's IT Return (2020-21) / assessment year (2021-22) with seal & Signature.
- vi. Tender paper cost in shape of Demand Draft of Rs.2,500.00
- vii. Bank Account Number (Self Cancelled Cheque to be attached)

Terms & Conditions:-

- 1) Each bidder shall submit only one quotation as per the enclosed Quotation format.
- 2) The Bidders are required to deposit non-refundable Tender paper cost Rs.2,500/-Rupees (Two thousand five hundred)only in shape of Demand Draft in favor of Block Development Officer, Kotagarh Payable at Kotagarh while submitting Bid.
- 3) The bidder should submit EMD @ 1% of the Bid amount in shape of Demand Draft drawn in favor of BDO, Kotagarh From any scheduled / nationalized bank drawn at Kotagarh. Bids without EMD or in any other shape shall not be considered and liable for rejection.
- 4) The successful bidder will have to deposit a performance security of 5% of the contract value (Besides EMD) in shape of Demand Draft drawn from any scheduled / Nationalized Bank, in favor of Block Development Officer, Kotagarh payable at Kotagarh. It should be valid beyond 60 days after the end of all contractual and warranty obligations.
- 5) The conditional bids shall not be considered and will be rejected in very first instance.
- 6) Sealed tenders will be received up to **20/01/2023 till 5:00 PM** at the Office of the Block Development Officer, Kotagarh. Any tender received after the due date & time will be rejected / returned to the sender without opening. The tenders will be received through registered / speed post only.
- 7) The bidders are to submit their tenders in two separate sealed covered envelopes for technical bid and financial bid by super scribing "Technical Bid" in cover "A" and "Financial Bid" in cover "B" and both covers should be put in third cover (C) which should be super scribed as "Tender for Supply of Aquaguard for 5-T High School Transformation".
- 8) The sealed tender cover "A" (Technical Bid) submitted by the tender will be opened by the Tender Committee in the Office Chamber of BDO, Kotagarh on 21.01.2023 at 11:00 AM. The bidder or his representative may be present at the time of opening of the tender.
- 9) The authorize representative should show authorization letter at the time of opening of technical bid.
- 10) The financial bid of the technically qualified bidders shall be opened on the same day in presence of the bidders or their authorized representatives.
- 11) The tender shall remain valid for a period of 60 days from the last date fixed for receiving the same.
- 12) The successful bidder has to supply all items within stipulated time to be mentioned in the Work order.
- 13) Rate quoted must be inclusive of all taxes, transportation and installation & will be valid for a period of one year from the date of approval.
- 14) The undersigned reserves the right to place the order in phased manner.

- 15) The numbers of items / materials are subject to change in supply order as per requirement.
- 16) Canvassing in any manner will be viewed seriously and will lead to rejection of the bid.
- 17) If the stock supplied by the successful bidder does not match with the specification as per Tender Document or are found to be of inferior quality at time of delivery of items the stock will be rejected & the supplier has to replace the total quantity of the same product of his own cost.
- 18) The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed and (b) confirm to the terms & conditions and specifications.
- 19) If found that the successful bidder is incompetent to provide the supply of materials, in such a situation, the proposal may be reviewed for award of the contract to the next qualifying bidder or go for a fresh bid depending upon the circumstances. No form of compensation shall be payable in any form whatsoever to the forfeited firm. In case it decided to go for the next qualifying bidder, negotiation shall be considered to bring down their prices nearer to the originally Evaluated or Lowest bidder in consideration to the orders to be supplied.
- 20) The bidder should take responsibility of the goods till it reaches the delivery destination. Insurance etc. shall be arranged by the supplier. Supplier shall arrange the road permits or any other documents wherever required.
- 21) The successful bidder shall not assign or sub-contract or sub-let the whole or any part of the supply order in any manner.
- 22) The Authority reserve the right to withdraw or relax any of the terms and conditions mentioned above so as to overcome the problem encountered at a later stage.
- 23) All corrigendum containing amendments to this tender will be posted in District website. Bidders are advised to check periodically the district website for any updates.
- 24) Any legal dispute arises out of this is subject to Kandhamal jurisdiction only.
- 25) The under signed reserves the right to accept or reject any or all the tender without assigning any reason thereof.
- 26) The requirements are tentative and may vary. The bidder should be prepared to supply the equipments as per the requisition.
- 27) Bid shall be awarded to the firms offering the lowest/net bundled price and not with reference to lowest price quoted for the individual items. However if prices

for each and every item are not quoted bid shall not be accepted.
28) Final Placement of order for any of items included in the list is subject to decision of committee.


05/01/2023

**Block Development Officer
Kotagarh.**

Technical bid

1	Name and address of the supplier	
2	Full address of the supplier	
3	Telephone and Mobile phone No.	
4	E-mail address if any	
5	Firm / Agency registration Details	
6	GST Regd. No. (enclose self attested copy)	
7	PAN No. (enclose self attested copy)	
8	Upto date (Recent) GST Return certificate (enclose self attested copy)	
9	Last one Financial Year's IT Return (2020-21)/assessment year (2021-22) (enclose self attested copy)	
10	Tender paper cost in shape of Demand Draft Of Rs.2500 (mentioned DD no. & amount)	
11	Bank Account Number (cancelled Cheque to be attached)	

I do hereby certify that, the above mentioned particulars / information are true to the best of my knowledge and correct.

Place:

Date:

Full Signature of the Bidder
With date and seal

Declaration

1. I/we.....the proprietor/partner do declare that I/we am/have competent to sign this declaration and execute this tender document.
2. I/We have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/have well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/ we do hereby declare that I/we have not been de-recognized / black listed by any state Govt. / Govt. of India / Govt. Organization / Govt. institution for supply of non-standard quality (NSQ) as asked for or non- supply.
5. I/we do hereby declare that I/we will deliver my work as per the terms, conditions and specification of the tender document and work order.

**Full Signature of the Bidder
With date & seal**

FINANCIAL BID

SL. NO.	ITEM NAME	ITEMS DESCRIPTION	QUANTITY	RATE
1	Aquaguard	Aquaguard Reviva with jumbo filter with 50 lit capacity per Hour basic model (Eureka Forbes)	04(01/School)	

Total bidding price (including taxes and other charges is
Rs. _____/Rupees()in words.

We agree to supply the above goods in accordance with the technical specification mentioned in the supply order.

- (a) In case of discrepancy between unit price and total price, the lowest price among them shall be Prevail.
- (b) We agree to other terms and conditions of the tender and also confirmed we will provide the materials as per the standard specified in the document.

Place

Date

Full signature of the Bidder
With date and seal

**TENDER PAPER FOR SUPPLY OF
CHAIR**

Important Dates

1	Date of hoisting of the bid document on website	10/01/2023
2	Date for sale of the bid documents	10/01/2023 to 20/01/2023 up to 5:00 PM
3	Last date & Time for receipt of bid documents	20/01/2023, 5:00PM
4	Date & Time of opening of Bid document	21/01/2023, 11:00 AM

Checklist of Documents

Sl. No.	Particulars of Item	Status (Yes/No)
1	Copy of valid Company Registration Certificate and GST Certificate.	
2	Copy of audited balance sheet and profit and loss account for FY 2018-19, FY-2019-20, FY 2020-21, clearly indicating the turn over.	
3	Work experience certificate from authorized office not below the rank of Class-I Officer/ copy of work order/ copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Photo copy of the Income Tax Clearance Certificate /PAN card of the supplier/OEM etc.	
6	Original Money receipt/ Demand Draft as proof of cost of Tender paper.	
7	EMD for Rs 1% of the Bid amount in shape of DD.	
8	Undertaking for capacity to deliver and onsite installation in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs 2,500 in shape of DD	
12	Own manufacturing Unit	
14	DIC Certification on production facilities	
15	Bank Account Number (Self attested Blank Cheque to be attached)	

PANCHAYAT SAMITI OFFICE :KOTAGARH
SHORT TENDER CALL NOTICE

No.

Date.

Sealed tenders are invited from reputed firms/agencies suppliers for supply as perTender specifications. The details tender documents can be obtained from the District website <http://Kandhamal.nic.in>.

Interested bidders may submit their sealed tender documents in prescribed format to the “**Block Development Officer, Kotagarh**” so as to reach in this Office on or before **Date.20.01.2023 till 5.00 PM** through speed post/registered post only. Bidders are required to submit Technical Bid and financial bid in separate envelopes enclosed in a common envelopes mentioning “Tender for Supply of Furniture for 5-T High School Transformation” on the cover of the envelopes.

The technical bid will be opened on **Date.21.01.2023 at 11AM** in the **Office of the Block Development Officer, Kotagarh** in the presence of the bidders or their authorized representatives. The financial bid of the technically qualified bidders shall be opened on the same day in presence of the bidders or their authorized representatives.

The Authority reserves the right to accept or reject any or all tender without assigning any reason thereof.

Sd/-
**Block Development officer
Kotagarh**

MemoNo. Date.

Copy to DIO, NIC, Kandhamal for information and necessary action. He is requested to web hoist the Tender Notice in the district portal.

Copy to Notice board of Collectorate, Kandhamal/ ZillaParishad,Kandhamal / all Blocks/ All Tahasil for information and request to display the noticefor wide publication.

Sd/-
**Block Development officer
Kotagarh**

SPECIFICATION OF ITEMS

SL. NO.	ITEM NAME	ITEMS DESCRIPTION	QUANTITY	RATE
1	Chair	Neel Kamal Brand (Novella 10)	100 (25 no's /school)	

(Including Transportation and installation at 04 High School Points i.e Govt. High School, Bandapipili(Durgapanga GP), Govt. High School, Judabali(Judabali GP), Govt. High School, Parigada(Parigada GP) and Govt. High School, Tuaguda(Gugurmaha GP) of Kotagarh Block)

Bid Price:-

- a) The transportation & Installation charges are also to be included in the Bid Price.
- b) All taxes, duties and other levies payable by the dealer under the contract shall be included in the Bid Price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.

While submitting the bid, the bidders should furnish the following documents:-

- i. Self attested copy of Registration Certificate of firm/agency with seal & signed.
- ii. Self attested copy of valid PAN No. with seal & signed.
- iii. Self attested copy of valid GST Registration Certificate with seal & signed.
- iv. Self attested copy of up to date (Recent) GST Return certificate with seal & signed.
- v. Self attested copy of Last one Financial Year's IT Return (2019-20)/assessment year (2020-21) with seal & signed.
- vi. Tender paper cost in shape of Demand Draft of Rs.2500/-.
- vii. Bank Account Number (Self Cancelled Cheque to be attached)

Terms & Conditions:-

- 1) Each bidder shall submit only one quotation as per the enclosed Quotation format.
- 2) The Bidders are required to deposit non-refundable Tender paper cost Rs.2500/- (Rupees Two thousand five hundred) only in shape of Demand Draft of infavor of Block Development Officer, Kotagarh Payable at **Kotagarh** while submitting Bid.
- 3) The bidder should submit EMD amounting to **Rs.1% of the Bid amount** in shape of Demand Draft drawn in favor of BDO, Kotagarh From any scheduled / nationalized bank drawn at **Kotagarh**. Bids without EMD or in any other shape shall not be considered and liable for rejection.
- 4) The successful bidder will have to deposit a performance security of 5% of the contract value (Besides EMD) in the form of Demand Draft drawn from any Scheduled/ Nationalized Bank, in favor of Block Development Officer, Kotagarh payable at **Kotagarh**. It should be valid beyond 60 days after the end of all contractual and warranty obligations.
- 5) The conditional bids shall not be considered and will be rejected in very first instance.
- 6) Sealed tenders will be received up to **20.01.2023 till 5.00 PM** at the Office of the Block Development Officer, Kotagarh. Any tender received after the due date & time will be rejected /returned to the sender without opened. The tenders will be received through registered/speed post only.
- 7) The bidders are to submit their tenders in two separate sealed covered envelopes for technical bid and financial bid by super scribing "Technical Bid" in cover "A" and "Financial Bid" in cover "B" and both covers should be put in third cover(C) which should be super scribed as "**Tender for Supply of Furniture's for 5-THigh School Transformation**".
- 8) The sealed tender cover "A" (Technical Bid) submitted by the tender will be opened by the **Tender Committee** in the **Office of the BDO, Kotagarh** on **Date.21.01.2023 at 11AM** The bidder or his representative may be present at the time of opening of the tender.
- 9) The authorize representative should show authorization letter at the time of opening of technical bid.
- 10) The financial bid of the technically qualified bidders shall be opened on the same day in presence of the bidders or their authorized representatives.
- 11) The tender shall remain valid for a period of 60 days from the last date fixed for receiving the same.
- 12) The successful bidder has to supply **all items within stipulated time** to be mentioned in the Work order.
- 13) Rate quoted must be inclusive of all taxes, transportation and installation & will be valid for a period of one year from the date of approval.

- 14) The undersigned reserves the right to place the order in phased manner.
- 15) The numbers of items/ materials are subject to change in supply order as per requirement.
- 16) Canvassing in any manner will be viewed seriously and will lead to rejection of the bid.
- 17) If the stock supplied by the successful bidder does not match with the specification as per Tender Document or are found to be of inferior quality at time of delivery of items the stock will be rejected & the supplier has to replace the total quantity of the same product of his own cost.
- 18) The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed and (b) confirm to the terms & conditions and specifications.
- 19) If found that the successful bidder is incompetent to provide the supply of materials, in such a situation, the proposal may be reviewed for award of the contract to the next qualifying bidder or go for a fresh bid depending upon the circumstances. No form of compensation shall be payable in any form whatsoever to the forfeited firm. In case it decided to go for the next qualifying bidder, negotiation shall be considered to bring down their prices nearer to the originally Evaluated or Lowest bidder in consideration to the orders to be supplied.
- 20) The bidder should take responsibility of the goods till it reaches the delivery destination. Insurance etc. shall be arranged by the supplier. Supplier shall arrange the road permits or any other documents wherever required.
- 21) The successful bidder shall not assign or sub-contract or sub-let the whole or any part of the supply order in any manner.
- 22) The Authority reserve the right to withdraw or relax any of the terms and conditions mentioned above so as to overcome the problem encountered at a later stage.
- 23) All corrigendum containing amendments to this tender will be post in District website. Bidders are advised to check periodically the district website for any updates.
- 24) Any legal dispute arises out of this is subject to Kandhamal jurisdiction only.
- 25) The under signed reserves the right to accept or reject any or all the tender without assigning any reason thereof.
- 26) The requirements are tentative and may vary. The bidder should be prepared to supply the equipments as per the requisition.
- 27) Bid shall be awarded to the firms offering the lowest/net bundled

price and not with reference to lowest price quoted for the individual items. However if prices for each and every item are not quoted bid shall not be accepted.

28) Final Placement of order for any of items included in the list is subject to decision of committee.


05/01/2023

**Block Development Officer
Kotagarh.**

Technical bid

1	Name and address of the supplier	
2	Full address of the supplier	
3	Telephone and Mobile phone No.	
4	e-mail address if any	
5	Firm/Agency registration Details	
6	GST Regd. No. (enclose self attested copy)	
7	PAN No. (enclose self attested copy)	
8	Up to date (Recent) GST Return certificate (enclose self attested copy)	
9	Last one Financial Year's IT Return (2020-21)/assessment year (2021-22) (enclose self attested copy)	
10	Tender paper cost in shape of Demand Draft Of Rs.2500 (mentioned DD no. & amount)	
11	Bank Account Number (cancelled Cheque to be attached)	

I do hereby certify that, the above mentioned particulars/ information are true to the best of my knowledge and correct.

Place:

Date:

Full Signature of the Bidder
With date and seal

Declaration

- 29) I/we.....the proprietor/partner/do declare that I/we am/have competent to sign this declaration and execute this tender document.
- 30) I/We have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
- 31) The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/have well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- 32) I/ we do hereby declare that I/we have not been de-recognized / black listed by any state Govt./Govt. of India/Govt. Organization/Govt. institution for supply of non-standard quality (NSQ) as asked for or non- supply.
- 33) I/we do hereby declare that I/we will deliver my work as per the terms, conditions and specification of the tender document and work order.

Full Signature of the Bidder
With date & seal

FINANCIAL BID

SL. NO.	ITEM NAME	ITEMS DESCRIPTION	QUANTITY	RATE
1	Chair	Neel Kamal Brand (Novella 10)	175 (25 no's /school)	

Total bidding price (including taxes and other charges is
Rs.....(Rupees.....
.....)in words.

We agree to supply the above goods in accordance with the technical specification mentioned in the supply order.

(a) In case of discrepancy between unit price and total price, the lowest price among them shall be prevail.

(b) We agree to other terms and conditions of the tender and also confirmed we will provide the materials as per the standard specified in the document.

Place

Date

Full signature of the Bidder
With date and seal